

Building permit application requirements for prefabricated aluminum awnings and patio/deck covers for single and two family dwellings

The purpose of this brochure is to explain to owners and contractors the **minimum** building permit application requirements for prefabricated aluminum awnings and patio/deck covers for single and two family dwellings.

"This information is provided for convenience only and is not in substitution of applicable City Bylaws or Provincial or Federal Codes or laws. You must satisfy yourself that any existing or proposed construction or other works complies with such Bylaws, Codes or other laws."

This brochure is a guide only. It should be used in conjunction with, and not a substitute for Burnaby Building Bylaw, Burnaby Zoning Bylaw, Burnaby Tree Bylaw, and current editions of the B.C. Building Code. The drawings in this brochure shall not be reproduced for Building Permit Application.

With your cooperation in submitting complete applications we will be able to provide better and faster service. If the requirements set out in this brochure are not met, the application may be rejected. Please note that additional information may be required to confirm compliance with the Burnaby Zoning Bylaw and B.C. Building Code.

Other Brochures related to this topic

- *Permitted floor area*
- *Letters of Assurance*
- *Board of Variance appeals*
- *Burnaby Tree Bylaw*

Zoning Bylaw

The current Zoning Bylaw permits 8% of the permitted gross floor area to be used as balconies, sundecks and covered decks without being included in the gross floor area and above grade floor area calculations. These balconies and sundecks can be covered with aluminum awnings.

Some older houses which were built prior to the current bylaw may have existing balconies and sundecks which exceed the 8% permitted gross floor area. In these situations, the aluminum awnings can only cover a portion of the balconies and sundecks up to 8% of the permitted gross floor area.

It is highly recommended that before you purchase the awnings contact the Building Department at 604-294-7130 to confirm the location and the area of the balconies and sundecks permitted to be covered.

General requirements

Following are the requirements for building permit submission:

building permit application fee (refer to current fee schedule).

- Two complete sets of drawings, signed and sealed (for structural content only) by a B.C. Registered Professional Engineer together with Letters of Assurance Schedule B. The structural engineer is required to indicate Burnaby Climatic design data on drawings.

For specific requirements concerning Letters of Assurance please refer to the Letters of Assurance brochure in the Burnaby Building Department.

- all plans and information submitted must be legible and of suitable quality for microfilming. Full size 2' x 3' (approximate) sheets are preferred and should be blueprint or photocopy. Single line drawings are acceptable for site plans only. All corrections and notations must be on original drawings and resubmitted. Notations should not be in red ink and drawings should not be laminated.
- submit drawings to the following minimum scales:

| drawing type | scale |
|---------------------------------|--|
| site plan | 1/8" = 1' - 0" (or 1/16" = 1' - 0" for larger sites) |
| floor, foundation and roof plan | 1/4" = 1' - 0" |
| cross sections | 1/4" = 1' - 0" |
| construction details | 1/2" = 1' - 0" |
| elevations | 1/4" = 1' - 0" |

Specific requirements

1. Site plan

(see sample drawing)

scale: $1/8" = 1' - 0"$ or $1/16" = 1' - 0"$

- north arrow, street name(s) and lane(s), property dimensions, i.e.: lot width and depth.
- overall building dimensions of both principal building and accessory buildings (length and width from posts/building face/floor joist projection to opposite posts/building face/floor joist projection)
- distance of all building setbacks measured perpendicular to the property lines (front, rear, and side yards setbacks)
- distance between principal building and any accessory buildings
- location and dimensions of awning/cover

2. Floor plan

(see sample drawing)

scale: $1/4" = 1' - 0"$

- floor plan in the vicinity of the awning/cover showing access from interior and/or exterior
- foundation and framing of floor supporting the awning/cover if applicable

3. Cross sections and construction details

(see sample drawing)

scale: cross sections $1/4" = 1' - 0"$
construction details $1/2" = 1' - 0"$

- cross section through floor to roof of the awning/cover with all dimensions
- all construction materials

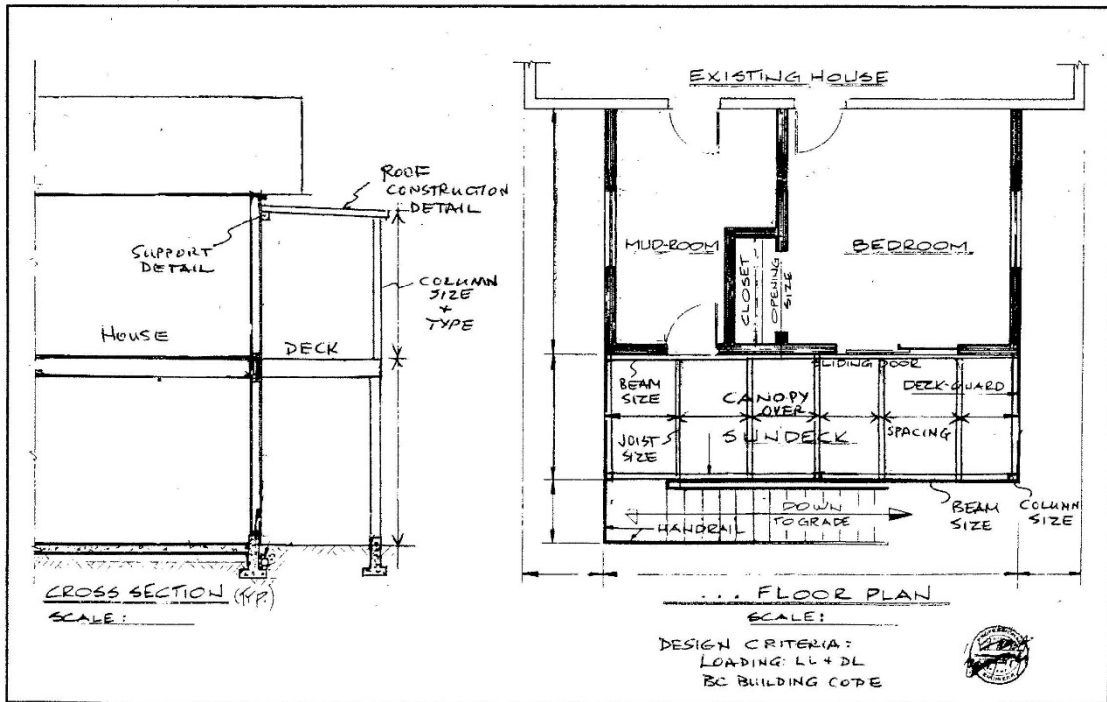
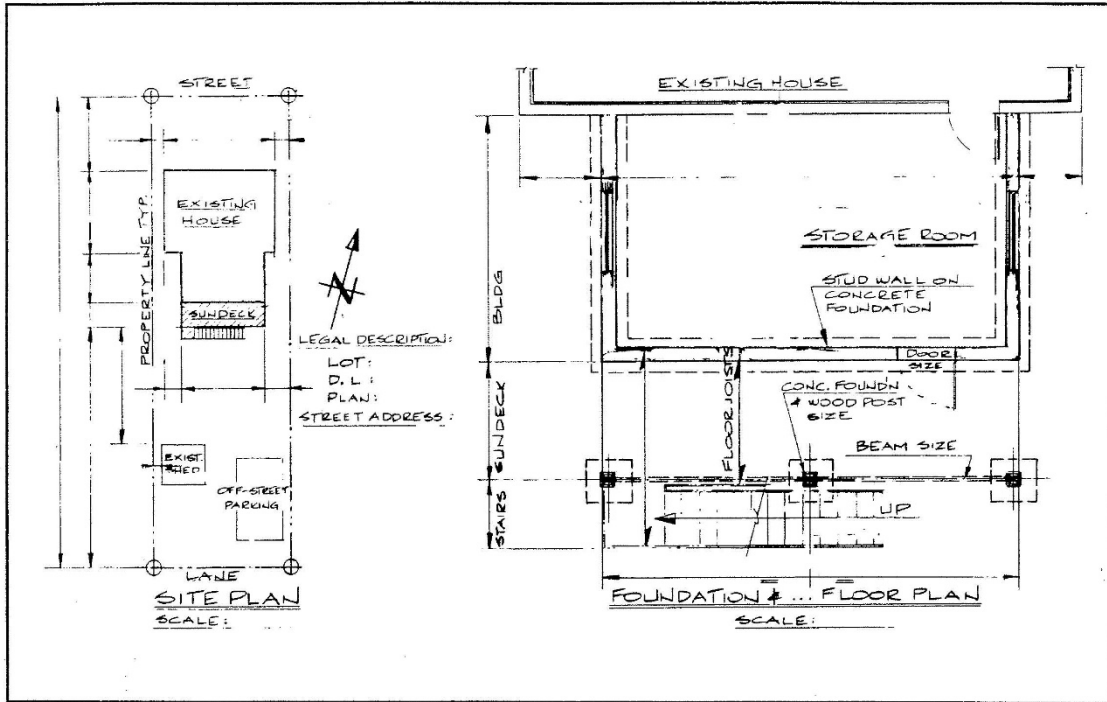
4. Elevations

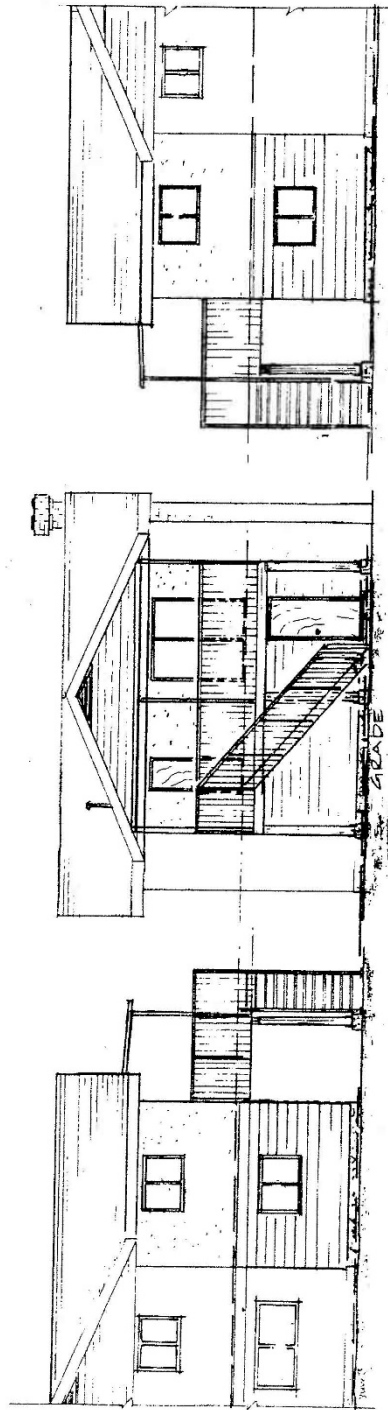
(see sample drawing)

scale: $1/4" = 1' - 0"$

- all side views of awning/cover and partial view of house it is connected to including roof slope

If you have any questions or concerns please contact the Burnaby Building Department at 604-294-7130.





WEST ELEVATION
SCALE:

SOUTH (REAR) ELEVATION
SCALE:

EAST ELEVATION
SCALE: