



# Development Guide

## When There Is Building Inspection

**For more information contact:**

**Development Services**  
T: 250.832.8194  
F: 250.832.3375  
TF: 1.888.248.2773  
E: [plan@csrd.bc.ca](mailto:plan@csrd.bc.ca)

PO Box 978  
555 Harbourfront Drive NE  
Salmon Arm, BC  
V1E 4P1

**CSR D Electoral Areas**

**Area A** - Rural Golden  
**Area B** - Rural Revelstoke  
**Area C** - South Shuswap  
**Area E** - Rural Sicamous - Malakwa-Swansea Point  
**Area D** - Ranchero/Deep Creek - Salmon Valley

**Additional Resources:**

CSR D: [csrd.bc.ca](http://csrd.bc.ca)  
LTO: [itsa.ca](http://itsa.ca)  
ALC: [www.alc.gov.bc.ca](http://www.alc.gov.bc.ca)  
MOT: [www.gov.bc.ca/tran](http://www.gov.bc.ca/tran)  
Technical Safety BC: [www.technicalafetybc.ca](http://www.technicalafetybc.ca)  
ROWP: [owrp.asttbc.org/c/finder.php](http://owrp.asttbc.org/c/finder.php)  
BC Housing: [www.bchousing.org](http://www.bchousing.org)

This guide has been prepared for convenience only. It is not a bylaw or a legal document. If there is any discrepancy between this guide and relevant Regional District bylaws, the bylaws shall be the legal authority.

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Within the Columbia Shuswap Regional District (CSR D), Building Inspection applies to Electoral Areas B (Rural Revelstoke), E (Rural Sicamous), and a portion of the Electoral Area F (North Shuswap), see service area map on Page 2. Should you decide to build in an area where there is Building Inspection services, you may need to apply for a building permit and, if necessary, a plumbing permit and/or a Solid Fuel (Wood) Burning Permit. It is your responsibility, as the homeowner, to do the following (You can check the box once completed ):

- Obtain a copy of your Certificate of Title**  
([Land Title Office](http://Land Title Office) 1.877.577.5872)
  - ⇒ The legal description will help agencies identify your property and determine what types of regulations apply in your area and on your property in particular.
  - ⇒ Certificate of Title will identify covenants, easements, right-of-way issues, as well as legal notations and permits.
- Check to see if your property is within a [CSR D zoned area](#)**
  - ⇒ Confirm that the proposed development complies with all local zoning and land use regulations.
- Check to see if your property is in a [Development Permit Area](#)**
  - ⇒ Check whether or not your proposed construction falls within a designated Development Permit Area (DPA). Finding out what is required to obtain a Development Permit early on will help avoid unnecessary delays. Contact CSR D Development Services Department for more information.
- Check to see if your property is within the [Agricultural Land Reserve \(ALR\)](#)**
  - ⇒ If your land is within the ALR, additional regulations and requirements may apply; contact CSR D Development Services Department for more information.
- Contact the [Ministry of Transportation & Infrastructure \(MOT\)](#)**  
(**Area A, B** 250.837.8400; **Areas C, D, E, F** 250.503.3664)
  - ⇒ Regarding property access and subdivision enquiries.
- Obtain a Building and/or Plumbing Permit and/or Solid Fuel (Wood) Burning Permit**  
(Building Department, T: 250.832.8194, [buildingpermit@csrd.bc.ca](mailto:buildingpermit@csrd.bc.ca))
  - ⇒ Prior to commencing any construction activity, a Building and/or Plumbing Permit and/or Solid Fuel (Wood) Burning Permit must be obtained from the Development Services Department.
  - ⇒ Obtain a copy of the [Building Regulation Bylaw No. 660](#), [application package](#) and documents, complete the required forms and submit with the construction drawings and other required documents.
  - ⇒ Ensure that all structures are built according to the [BC Building Code](#). The BC Building Code always applies; you may buy a copy online or visit your local public library.
- Contact [Technical Safety BC](#)**  
(1.866.566.7233)
  - ⇒ To determine whether you require a gas and/or an electrical permit.
- Contact a [Registered Onsite Wastewater Practitioner \(ROWP\)](#) or [Professional Engineer](#)**
  - ⇒ A ROWP or Professional Engineer will file all records with [Interior Health](#) (250.833.4106), who is the septic approving authority. If you plan to have septic services, you must contact your local ROWP or Professional Engineer before you begin any development.
- Contact [BC Housing](#)**  
(1.800.407.7757)
  - ⇒ If you are building your own home, you must apply to the Licensing & Consumer Services branch for an Owner Builder Authorization application before you begin to build.
  - ⇒ Ensure that your contractor is registered with BC Housing - Licensing.

# Area of Building Regulation

Electoral Area B (Rural Revelstoke)

Electoral Area E (Rural Sicamous)

Electoral Area F (Lee Creek, Scotch Creek, Celista, Magna Bay, Anglemont and St. Ives)

