

**PLUMBING PERMIT AMENDMENT REQUEST FORM**

**A. PERMIT INFORMATION** *Allow 48 hours for processing* **B. PERMIT HOLDER** *(print clearly)*

<b>Permit Type:</b> <input type="checkbox"/> Plumbing <input type="checkbox"/> Fire Sprinkler <input type="checkbox"/> Heating <input type="checkbox"/> On-Site Services <input type="checkbox"/> Pool	<b>Work Proposed:</b> <input type="checkbox"/> New <input type="checkbox"/> Renovation <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Swimming Pool	Trade Person TQ # _____ Full Name of TQ Holder: _____ Signature of TQ Holder: _____ I agree that all work performed under this permit will be in accordance with the Plumbing Code and the Plumbing By-law of the City of Surrey.
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All interior plumbing work must be done in Substantial Compliance with the B.C. Plumbing Code by a person holding a valid Plumbing Trades Qualification, and a current Surrey Business Licence issued by the Bylaw & Licensing Section.

EXISTING PLUMBING PERMIT # \_\_\_\_\_ - \_\_\_\_\_

**C. CONTRACTOR INFORMATION** *(print clearly)*

Company Name: \_\_\_\_\_  
 Phone # \_\_\_\_\_ Business Licence # \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Signature of Applicant: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**D. SITE INFORMATION** *(Location of Work)* **\*\*Permit will not be issued without an applicable building permit number\*\***

Building Permit # <i>(Mandatory)</i> _____	Site Address: _____	Unit # _____	Building # _____
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**E. SELECT BUILDING TYPE**

<b>Residential</b> <input type="checkbox"/> Single Family <input type="checkbox"/> Secondary Suite <input type="checkbox"/> Duplex Dwelling <input type="checkbox"/> Garage/Coach house <input type="checkbox"/> Accessory Building	<b>Multi/Commercial/Industrial</b> <input type="checkbox"/> Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Row-house	<b>On-Site Services</b> <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional
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**F. HYDRONIC HEATING**

(A Certification of Hot Water Heating System Design Letter is required)

Boiler size input - (BTU's): \_\_\_\_\_

SLAB:  Radiant  Baseboard    CRAWL:  Radiant  Baseboard    UPPER:  Radiant  Baseboard

**G. FIRE SPRINKLER FIXTURES**

\_\_\_\_\_ Sprinkler Heads, New      \_\_\_\_\_ Fire Hydrants  
 \_\_\_\_\_ Sprinkler Heads, Relocate      \_\_\_\_\_ Fire Stand Pipes  
 \_\_\_\_\_ Fire Hose Outlets      \_\_\_\_\_ Siamese Connections

**H. LENGTH OF PIPING**

\_\_\_\_\_ Fire Water Service Line (ft)      \_\_\_\_\_ Storm Sewer Line (ft)  
 \_\_\_\_\_ Sanitary Sewer Line (ft)      \_\_\_\_\_ Water Service Line (ft)

**I. RE-PIPING # OF UNITS** \_\_\_\_\_ *(Building permit will be required)*

**J. PLUMBING FIXTURES** *(Enter the number required for each applicable fixtures)* **\*Alteration Re & Re not to be included as a fixture count\***

_____ Auto Washer	_____ Interceptor, Grease	_____ Sink, Island	_____ Urinal
_____ Backwash	_____ Interceptor, Oil	_____ Sink, Kitchen	_____ Wash Basin
_____ Bath Tub	_____ Lawn Basin	_____ Sink, Secondary Kitchen	_____ Wash Tub
_____ Catch Basin	_____ Manhole	_____ Sink, Service	_____ Water Closet
_____ Deck Drain	_____ Other	_____ Sink, Shampoo	_____ Water Heater, Indirect
_____ Dishwasher	_____ Roof Drain	_____ Steam Generator	_____ Water Meter
_____ Floor Drain	_____ Shower	_____ Sump	
_____ Hot Water Tank	_____ Shower, Site Constructed	_____ Sump and Pump, Sanitary	
_____ Icemaker	_____ Sink Bar	_____ Sump and Pump, Storm	

**K. ADDITIONAL DETAILS** *(Provide additional details to better describe the proposed installation, including fixtures not listed above in Section J.)*

Reason for Amendment: \_\_\_\_\_

<b>OFFICE USE ONLY</b>	<b>TOTAL FIXTURES</b>	<b>PLUMBING FIXTURE FEE:</b>	<b>\$</b>
<b>PERMIT #</b>		<b>HEATING PERMIT FEE:</b>	<b>\$</b>
		<b>TRANSFER OF PERMIT FEE:</b>	<b>\$</b>
		<b>*ADMINISTRATION FEE:</b>	<b>\$ 39.00</b>
		<b>TOTAL:</b>	<b>\$</b>

\*Administration fee for all amendments per By-law 14577 Sch. "A" (26)

## PLUMBING - GENERAL INFORMATION

### ALLOW UP TO 48 HOURS TO PROCESS ALL PLUMBING APPLICATIONS.

#### Trade Qualification Number (TQ/SF#):

- A Contractor who holds a Red Seal card (TQ/SF number) is a Qualified Plumber/Sprinkler Contractor
- The TQ/SF # must match the signature on the plumbing application.
- When a plumbing application is received at the City of Surrey Plumbing Section, the TQ/SF # is always verified through the Tradesperson's Certificate Industry Training Authority (I.T.A.).
- Contractor must state their full name to match the Red Seal Card to ensure all work is to B.C. Plumbing Code & the City of Surrey Plumbing By-Law
- Once verified, the permit application will be processed.

#### Registered User:

- A Plumbing Registered User can apply for all plumbing permits online and pay through the web using a credit card.
- For information relating to online plumbing permit applications, please visit our website [www.surrey.ca/plumbing](http://www.surrey.ca/plumbing) or email [plumbinginfo@surrey.ca](mailto:plumbinginfo@surrey.ca).
- Email [plumbinginfo@surrey.ca](mailto:plumbinginfo@surrey.ca) for changes to existing Online Registration information such as mailing address, email address, company name change

#### Booking Inspection:

- To book a plumbing inspection, call the 24-hour phone line at 604-591-4245. Cut off is 3:00 pm for the next business day
- The Contractor must provide a correct permit number and always state the TQ/SF#.
- Anyone can book a site services inspection (e.g., drain tile, sani, storm, etc.).
- Note: If the permit number is not provided or is incorrect, the inspection will not be booked.

Inspector's contact information is found online at <https://www.surrey.ca/renovating-building-development/building-construction-bulletin-board/inspection-areas>.

Inspection Schedule is posted daily after 9:40 am at <https://www.surrey.ca/renovating-building-development/plumbing/plumbing-inspections-schedules>.

Notification of deferred inspections are emailed anytime after 9:00 am each day to only online registered users.

A Strata letter from the Strata Management is always required and is to be submitted at time of application submittal (e.g., townhouse, apartment, condo etc.)

#### PLUMBING FEES:

##### Plumbing fixture fee:

- 1<sup>st</sup> fixture **\$153.00** (**\$46.00** for each additional fixture)

##### Alteration (Re & Re) permit fee:

- **\$93.00** (no additional fixtures installed - remove & replace only - as per original approved plumbing drawing)

##### Transfer of permit fee:

- **\$114.00** (if existing plumbing permit is not at final stage, additional fees will be applied)

##### Hydronic heating fee:

- **\$5.03** per 1,000 BTU's (up to maximum: **\$645.00**)

##### Sprinkler fee:

- Residential, Single Family Dwelling only: **\$153.00** for 1<sup>st</sup> two heads and **\$4.10** per additional head
- Commercial / Industrial / Multi-family: **\$400.00** for 1<sup>st</sup> two heads and **\$4.10** per additional head

##### Backflow fee:

- 1<sup>st</sup> fixture **\$190.00** (**\$83.00** for each subsequent device includes backflow device test report)

##### Length of piping:

- **\$93.00** per first 100ft (**\$56.00** for each additional 100ft or a portion)

##### Re-Inspection fee:

- **\$228.00**

##### Special inspection fee:

- **\$228.00** during normal hours

##### Minor plumbing revision:

- **\$61.00**

- **No charge** - Hosebibs: non testable device, including clean outs, water chambers, water meter setter

##### Administrative service fee:

- **\$39.00** Amendments/Revisions/Additional fixtures to an existing plumbing permit