

Main Street Design Guidelines

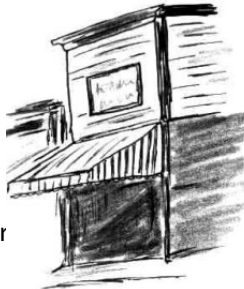
Official Community Plan, Schedule I

Did you know that Lillooet has design guidelines to help businesses achieve and maintain the town's unique character. Check it out online or at town hall!

Sign Permits

Sign Bylaw 2006, No. 274

Reminder that sign permits are required for new outdoor signage, whether for fascia, free-standing, or hanging signs. Ask staff for more information when planning for new signage.



Water Connections

No person shall turn water on, either by pipe or fire hydrant, connecting to the municipal water system at a site without making an application to the District and paying the required fee.

Backflow prevention is required in all buildings as per section 2.6.2 of the BC Plumbing Code.

FireSmart

Wildfire is a risk that businesses and homeowners need to be prepared for. Check out firesmartbc.ca for info on protecting your property from wildfire.

Inspection Booking

Reminder to provide 48 hours notice for a building inspection.

Please include your address, building permit number, and type of inspection.

Contacts

District of Lillooet

615 Main Street, PO Box 610

Lillooet, BC V0K 1V0

Tel: 250-256-4289

🌐 Lillooet.ca

✉ info@lillooet.ca

Building Official

✉ building@lillooet.ca

Planning Technician & Clerk

✉ planning@lillooet.ca

Lillooet Fire Department

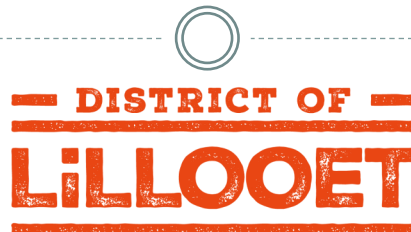
✉ lfld.chief@lillooet.ca

🌐 lillooetfiredept.ca

Bylaw Officer

✉ bylawofficer@lillooet.ca

Learn more at: lillooet.ca under Business Licensing and Development Services



Building Permit Information for Businesses



Permit Information

Change of Use

Application Info

Development Permit Areas

Signage and Design

Water Connections

When do I need a Building Permit?

Building Bylaw No. 2021-006

If you are planning to build or do renovations, please contact the Building Official to ask if a permit may be required. Requirements have changed over the past few years.

Building/plumbing permits are required for any and all works that “applies to the design, construction or occupancy of new buildings or structures, and the alteration, reconstruction, demolition, removal, relocation, or occupancy or change of use or occupancy of existing buildings or structures.”

This includes, but is not limited to:

- **Change of use/occupancy for commercial buildings**
- Any new structures, including sheds under 10m² if they are for a commercial use
- Structural repairs and additions
- Creation of a residential/caretaker suite
- Installation and repair of plumbing works
- Demolition works
- Some excavation and fill works
- Some roof, siding, or window replacements if structural changes or change in opening size
- Fire suppression and alarm systems and alterations.

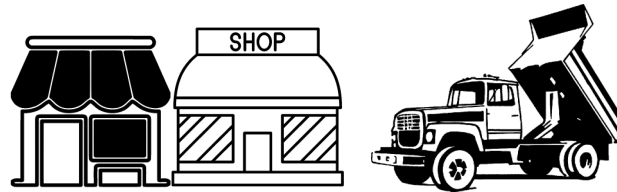
This list is not exhaustive. Please contact the Building Official for clarification if required.

Should work commence prior to issuance of a permit, or a Stop Work or Do Not Occupy notice is posted, the permit fee will be doubled (minimum \$500, maximum \$10,000).

Change of Use in Commercial Buildings

Building Bylaw No. 2021-006

A change in occupancy requires a building permit as it is an item regulated by the BC Building Code. The permit will look at items such as occupant load used to determine washroom requirements, egress/exiting requirements, fire separation to adjacent buildings and uses.



Development Permit Areas (DPA)

Official Community Plan, Sec.5.3

Reminder that Lillooet has a Main Street Commercial DPA and Multi-Family DPA for form and character in the downtown area. If you are planning façade renos, re-painting, re-roofing, additions, or building new, a Development Permit may be required. Please ask staff for more info.

How do I get a permit?

Apply for a building permit at town hall or download the forms from the website. Incomplete applications are not accepted.

The general requirements are:

- **Application Form & \$50 Application Fee**
- Recent (last 30 days) copy of **Title**
- **Agent authorization** form if you are not the property owner, or if the property is owned by a company. If owned by a company, you need to include a **BC Company Summary** or Corporate Search that shows who the signing officers are.
- **Building Plans/Drawings or Scope of Work** Building Plan Checklists for new construction and commercial renovations are available.
- Many building permit applications require a **site and parking plan**.



This brochure is intended as a guide only. **Staff are available to answer questions** about permit and application requirements.

For additional information about building permits **please contact the Building Official at building@lillooet.ca** or refer to the Building Bylaw.

For help with forms or other planning, zoning, and development questions, contact the Planning Technician at planning@lillooet.ca.

