



**TOWN OF
COMOX**

BUILDING PERMIT APPLICATION A100 – 09

**Wood Burning Appliance Application
\$75 Fee**

1809 BEAUFORT AVE
COMOX BC V9M 1R9

PHONE: 250-339-2259
FAX: 250-339-7110
WEB: www.comox.ca

Project Description _____

Civic Address _____ PID _____

Legal Lot _____ Block _____ Section _____ Plan _____
Please print clearly.

APPLICANT

Name		Company	
Address		City	
E-mail			Postal code
Phone	Cell	Fax	

The undersigned owner/authorized agent of the owner makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicants Signature (required)	Date
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OWNER *A completed Form I or Form II is also required (on website)*

Name		Company	
Address		City	
E-mail			Postal code
Phone	Cell	Fax	

CONTRACTOR

Name		Company	
Address		E-mail	
Phone	Fax	Business Licence #	

ENERGY ADVISOR

Name	Phone
E-mail	

Any personal information provided in this application is collected for the purpose of administering the Local Government Act, and the bylaws of the municipality under the Local Government Act and under the authority of those enactments. Questions about the collection of the information may be directed to the Freedom of Information Officer.



Wood Burning Appliance Application

Information Required for Submission

Req'd	Rec'd	Comox/Building Bylaw Forms
√		Copy of Certificate of Title (CURRENT within 30 days) Obtained from Land Titles Office (for every application)
√		Covenants, Easements, and Rights-of-way Obtained from Land Titles Office. Review charges on Title to determine if any Covenants, Easement, or SRW in favour of the town apply (for every application, see new handout on webpage)

Req'd	Rec'd	Comox/Building Bylaw Forms
		Form I Owner's authorizations
√		Form II Owner's acknowledgement (for every application)

Req'd	Rec'd	Plans	Details
√		SET of PLANS REQUIRED	
√		Floor Plans Min. Scale 1:100 Or 1/4" = 1 foot	Location of existing Wood Burning Appliance
			Uses & dimensions of all floor areas
√		Wood Burning Appliance Replacement Info	No person shall design or construct a building or building addition whose heating system or service water heating system relies in whole or in part on the use of a wood burning appliance, install a wood burning appliance in a new building or building addition, or install a wood burning appliance in any other building.
			Despite the above, a wood burning appliance may be installed in a building that existed on April 30, 2019 in replacement for an existing wood burning appliance, provided that the replacement appliance has a higher fuel efficiency rating than the existing appliance, and for the purpose of comparing fuel efficiency ratings the owner shall, after replacement, retain the existing appliance on the premises until the building official has authorized its removal.

Consult with staff to determine non-applicable (N/A) items. Additional information may be requested during application review.

Value of Construction: \$ _____

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