

GAS INSTALLATION PERMIT - HOMEOWNER

Payment Card Industry Data Security Standards prevent the use of credit card information sent through email or fax. A Client Service Representative will contact you within three business days to complete any payment process required.

Note: Any personal information collected is handled in accordance with the British Columbia *Freedom and Protection of Privacy Act*. If you have questions about the collection, use, or disclosure of this information, contact the Records, Information and Privacy Analyst for Technical Safety BC at 1 866 566 7233.

A. INSTALLATION (please TYPE):				Permit Number:	
Permit Type: GA-Installation			Work class: <input type="checkbox"/> Homeowner		
B. CONTACT INFORMATION (Please type):					
Applicant Name:		Cell:		Phone:	
Gas Trade Qualification: <input type="checkbox"/> Yes <input type="checkbox"/> No		Specify Qualification:		Qualification No:	
Applicant email:			Preferred method of contact: <input type="checkbox"/> Email <input type="checkbox"/> Mail		
Unit/Suite:	Civic/Street #:	Street Name:	Street Type:	Street Direction: N E S W	
City:		Province:	Postal Code:		
C. SITE INFORMATION (Site address if different from above):					
Unit/Suite:	Civic/Street #:	Street Name:	Street Type:	Street Direction: N E S W	
City:		Province:	Postal Code:		British Columbia
D. ADDITIONAL INSTALLATION INFORMATION					
Occupancy Type: (Choose one only) <input type="checkbox"/> Residential (Fully Detached Single Family) <input type="checkbox"/> Residential (Manufactured/Mobile Home) <input type="checkbox"/> Residential (Detached Building or Structure)					
Specific On-Site Location Details:			Description of work:		
Pressure: <input type="checkbox"/> Low <input type="checkbox"/> 2 PSIG <input type="checkbox"/> High		Total Connected Load: _____ <input type="checkbox"/> BTU/Hr or <input type="checkbox"/> kW			
Fuel Type: <input type="checkbox"/> Propane <input type="checkbox"/> Natural Gas <input type="checkbox"/> Other, specify: _____			Propane Supplier:		
Site Contact:			Site Contact Cell #:		

E. FEE DECLARATION

Appliance Type: Select & record appliances type code, number of appliances in each type, and "N" for New or "R" for Replacement. Provide input in BTU's or length in meters, number of dispensers and/or number of vents for EACH appliance.				
Type Code	Quantity	N-New / R-Replace	Input per Appliance	Fee (office use)
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
Re-inspection fees may be assessed when an inspection of a previous non-compliance is performed and/or when the number of inspections included in the permit fees has been exceeded (minimum 1 hour). PLEASE ENSURE INSPECTION REQUEST IS SUBMITTED.				

GAS HOMEOWNER PERMIT QUESTIONNAIRE

This form is to be filled out by the HOMEOWNER prior to the issuance of a Gas Installation Permit

Copies of the Acts and Regulations referred to in this application can be found at www.technicalsaftybc.ca

The Homeowner must read the following Gas Safety Regulation requirements before proceeding:

1. A homeowner may apply for a homeowner permit with respect to gas equipment in a fully detached single family dwelling, or garage located on the same property.
2. It is required that no person is being paid to do, or assist the owner in doing the work and that no part of the dwelling is rented to any person. If any of these conditions exist the homeowner is not eligible for a homeowner permit under the regulations and instead must hire a licensed gas contractor to complete the work.
3. If the permit is obtained and upon initial assessment any of the conditions are found to exist that make the home not eligible as per s. 24 of the Gas Safety Regulations the permit will be canceled and a refund will not be issued.

Describe what you are planning on doing to the gas system: _____

Please answer the following questions regarding your installation:

- | | |
|--|--|
| 1. Is this your first time installing or working with gas equipment and piping systems? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 2. Are you comfortable performing gas related work? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 3. Have you familiarized yourself with all the safety precautions to eliminate potential hazards and risks? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4. Have you fully read & understand the applicable gas appliance installation and operating instructions for the appliance(s)? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 5. Have you performed previous gas installations through the homeowner permit process? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 6. Is the gas appliance that you will be installing certified to the approved Canadian Standards? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 7. Are you changing your existing gas equipment with a direct or similar replacement?
ie are you replacing a gas hot water tank with a similar gas hot water tank / same vent type? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 8. Will you be installing more than 10 feet (3 meters) of piping or venting? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 9. Do you possess or will you have all the required instruments or testing equipment outlined or described in the certified installation instruction to allow the commissioning of the appliance(s)? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 10. Do you intend to sell this house upon completion of the work being undertaken? | Yes <input type="checkbox"/> No <input type="checkbox"/> |

Technical Safety BC is working towards going paperless! Participate by signing up for email correspondence.

Terms and Conditions:

Permit Issuance - The Technical Safety BC reserves the right to place terms and conditions on a permit when issuing a permit.

In addition to the laws and conditions specified under the Safety Standards Act, the Safety Standards General Regulation and the Gas Safety Regulation, the permit holder must comply with the terms and conditions specified on the permit.

Inspections - An inspection is required when work is completed at certain stages of the installation. As the permit holder, it is your duty to request an inspection from the Technical Safety BC once the work has been completed.

Typically two inspections will be required during the course of your installation. The preliminary, known as "rough in," inspection is performed once the appropriate piping and venting has been installed but no new or replacement appliances have yet been installed. The final inspection is performed once all work has been completed and the entire installation is ready for inspection.

It is important to note that:

- No portion of any new piping or venting system may be covered or concealed prior to being inspected. The permit holder will be responsible for all work and costs associated with uncovering any portion of the installation which has not been inspected.
- The permit holder must contact the Safety Officer prior to initiating a pressure test.
- The gas supply must not be turned on until the Safety Officer has given approval.

Once all work is completed and you are ready for a final inspection, the permit holder must:

- 1) Immediately complete a [Notification of Completion, Installation or Alteration Form](#) online.
- 2) Contact the appropriate Safety Officer either by phone or in person to schedule a final inspection.

Please note: Due to the heavy volume of inspection requests, inspection for work completed may not be scheduled for weeks in advance.

If the gas installation is time sensitive, (due to other constraints such as insulation installation, drywall installation, a lack of heat, and so forth) it is recommended that the homeowner seek the services of a licensed contractor rather than obtaining a homeowner permit.

Additional Inspections and Fees - The Homeowner Permit fee provides for **one** preliminary inspection and **one** final inspection.

If additional inspections are required, the permit holder acknowledges and agrees that they will be billed at the hourly rate specified on the [Gas Technology Fee Schedule](#). The billing rate is subject to change in accordance with the [Gas Technology Fee Schedule](#). Additional inspections, and payment of their associated fees, are required if:

- The installation has failed an inspection.
- Permit holder requests an inspection and the work has not been completed by the start of the inspection.
- Non-compliances have been identified on the certificate of inspection.
- The inspection is cancelled or rescheduled with less than 24 hours notice
- Permit holder fails to make the premises available for inspection on the scheduled date and time.

Maintaining Safety Documentation - A homeowner is expected to have the following information prepared prior to permit issuance and must present it to a Safety Officer immediately upon request:

- 1) **A diagram of the entire existing gas piping system including any new piping to be added, starting at the meter or 2nd stage regulator for propane, to all appliances including:**
 - Piping material
 - Size of pipe
 - Lengths of pipe sections
 - Input rating for each appliance
 - Type of fuel (natural gas or propane)

- 2) **A diagram of the venting system from all vented appliances, new and existing, to the termination point of the vent including:**
 - Vent type (double wall, single wall, liner, plastic or direct vent)
 - Vent sizes
 - Length of each section of vent
 - Input rating for each appliance
 - Indicate where vent passes thru floors and roof
 - Height of vent above roof and roof pitch
 - Length, size and configuration of combustion air duct

Failure to provide this documentation in a timely manner may result in the delay of any inspection for your installation and/or the suspension or revocation of your installation permit.

Declaration

I declare that I am the owner of the premises listed herein. I have read and understand all literature in this package. I accept all conditions set out in this literature. I agree to accept full responsibility for the safety and proper functioning of the gas installation authorized by the permit for which I am applying.

Print Name: _____ Date: _____

Checking this box and submitting this form to Technical Safety BC **via email** constitutes your authorization. This has the same effect as submitting a handwritten signature.

Signature: _____