



COMMUNITY SAFETY & DEVELOPMENT

**DUPLEX RESIDENTIAL ZONE**  
**BUILDING PERMIT APPLICATION COVERSHEET**

**R4**

Shaded areas for Building Inspections Section use only

**APPLICANT INFORMATION**

Project Address: \_\_\_\_\_  
 Legal Description: \_\_\_\_\_  
 Description of Work: \_\_\_\_\_  
 \_\_\_\_\_

Zoning Designation:   R4    
 Lot Width: \_\_\_\_\_  
 Lot Depth: \_\_\_\_\_  
 Lot Area: \_\_\_\_\_

HPO Builder #: \_\_\_\_\_ or  owner builder documents #: \_\_\_\_\_

**2 SETS OF BUILDING DRAWINGS** – meets drawing guidelines

**2 SETS OF SITE PLAN DRAWINGS** – meets drawing guidelines

**PLUMBING ISOMETRIC DRAWINGS:**

**Not required** – a certified BC plumber will be doing the work

**Required** – the homeowner will be doing the work - must meet drawing guidelines

**BUILDING AREA** – measured to exterior face of exterior walls

	Existing	Proposed	Total
Living Space (main f / 2 <sup>nd</sup> floor / 3 <sup>rd</sup> floor)	/ /	/ /	
Covered Deck(s)			
Garage/Carport (Attached)			
Garage/Carport (Accessory)			
Other (basement, crawl space > 5')			
	<b>Maximum</b>	<b>Proposed</b>	<b>Complies</b>
Floor Area Ratio (FAR) =GFA/Lot Area	0.55		
Lot Coverage	40%		
Accessory Building Gross Floor Area	13% to max of 90m <sup>2</sup>		

Note: See City of Nanaimo Zoning Bylaw for exclusions and definitions for Gross Floor Area (GFA), FAR and lot coverage calculations

**SETBACKS**

	Required	Proposed	Complies
Principal Structure			
Front	4.5m (14.76')		
Front to Garage/Carport entrance	6m (19.69')		
Rear	7.5m (24.6')		
Side (left / right)	1.5m (4.92') / 1.5m (4.92')	/	/
Flanking Side (corner lot only)	4m (13.12')		
Garage/Carport/Accessory			
Front	6m (19.69')		
Rear Lane	1m (3.28')		
Rear	3m (9.84')		
Side (left / right)	1.5m (4.92') / 1.5m (4.92')	/	/
Flanking Side (corner lot only)	4m (13.12')		

Note: See City of Nanaimo Zoning Bylaw for setback requirements for particular zoning designations