



## Introduction

Congratulations on choosing to build your new home. We know that the process is complex so we developed this pack to be used alongside the online resources found on [rdck.ca/building](http://rdck.ca/building) and [CleanBC.ca](http://CleanBC.ca)

- If you have questions about building, zoning, permits etc., you can speak with your local Building Department via; **Nelson:** 1-800-268-7325, **Creston:** 1-833-223-2661 or **Nakusp:** 1-844-817-9096.
- For questions on Step Code or rebates you can email [builderinfo@rdck.bc.ca](mailto:builderinfo@rdck.bc.ca) or speak with a Provincial Energy Coach on 1-844-881-9790.

Remember, for rebates you will need to keep all relevant invoices – we provided this pack with a handy spare pocket to keep your invoices and receipts in one place.

## Contents

### ▪ About the Energy Step Code

Your guide to what the Step Code is and what you need to do.

### ▪ Simple Process Flow Chart

Step Code permitting process simplified into key phases during construction.

### ▪ Rebates and Incentive Programs

This diagram shows the rebates currently available. Incentives programs are updated regularly and can be checked here:

- **Better Homes BC website:** [betterhomesbc.ca](http://betterhomesbc.ca)
- **Speak with an Energy Coach:** 1-844-881-9790

### ▪ Energy Advisors Map

This map will help you find which Energy Advisors cover your area, but you can also look online for more info:

- **BC Energy Step Code website:** [energystepcode.ca/energy-advisors/](http://energystepcode.ca/energy-advisors/)
- **Better Homes BC Search Too:** [betterhomesbc.ca/ea](http://betterhomesbc.ca/ea)
- **Natural Resources Canada Service Organization database:** [www2.nrcan.gc.ca/oe/nh-mn/f-t/index.cfm?fuseaction=s.ssf&lang=eng](http://www2.nrcan.gc.ca/oe/nh-mn/f-t/index.cfm?fuseaction=s.ssf&lang=eng)
- **Canadian Association of Consulting Energy Advisors database:** [cacea.ca/find-an-energy-advisor/](http://cacea.ca/find-an-energy-advisor/)

### ▪ Full Process Flow Chart

Full process used by Building Officials to help you to track your building project from start to finish.

### ▪ Building Permit Application Booklet

Find more information about the Building Permit application, process and what you will require.

### ▪ Building Permit Application Forms

There are some mandatory forms required for your new build permit application. To make it easier, the following have been included in this pack to show what is required:

- RDCK Application for Building Permit
- Owner's Representative Form
- BC Energy Compliance Report – Pre-construction form
- Pre Construction Hot2000 Model Full Report Example
- BC Energy Compliance Report - As-Built form (*Required for Occupancy, not for Permit Application*)