

PermitWave - illustrative readiness outline

Fictional example | October 12, 2026 | Not a municipal approval

Illustrative project inputs

Fictional example: a Surrey homeowner proposes a new secondary suite inside an existing detached home. The scope includes a kitchen, bathroom and interior alterations. No real address, client information or inspected drawings are included.

Preliminary permit pathway

Confirm property zoning and suite eligibility with Surrey. Obtain the current secondary-suite building-permit checklist and identify applicable trade permits. This example cannot establish eligibility or code compliance for an actual property.

Documents to prepare

Prepare the City's application forms and owner authorization as applicable, a site plan, and existing/proposed floor plans with dimensions and room uses. Ask which construction details, professional schedules and trade information your actual scope requires.

Questions requiring confirmation

Have a qualified designer and the City assess fire separation, exits, ceiling heights, service penetrations, alarms and any structural changes. No measured existing conditions have been supplied, so these questions remain unresolved rather than marked compliant.

Recommended next steps

1. Confirm zoning and any prior permits. 2. Discuss the actual layout and scope with the City. 3. Engage the appropriate designer or qualified professional. 4. Prepare the required package and obtain permits before work. 5. Arrange required inspections and completion approvals.

Scope and limitations

This is an illustrative readiness outline, not a completed client report or a guarantee of a paid report's exact layout. A readiness report organizes questions, likely documents and next steps; it is not a municipal permit, engineering design, inspection, or approval. Municipal and professional fees are separate.

Official references

Surrey: building or legalizing a secondary suite

<https://www.surrey.ca/renovating-building-development/building/building-or-legalizing-secondary-suite>

Surrey: secondary suite permit application requirements

<https://www.surrey.ca/renovating-building-development/building/residential-building/residential-building-permits/secondary-suite-permit>