

# **GREATER VANCOUVER REGIONAL DISTRICT ELECTORAL AREA A**

## ***BUILDING ADMINISTRATION BYLAW NO. 1043, 2006***

**July 2006**



**metro  
vancouver**

**ELECTORAL AREA A  
BUILDING ADMINISTRATION BYLAW NO. 1043, 2006**

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# GREATER VANCOUVER REGIONAL DISTRICT BYLAW NO. 1043, 2006

## A BYLAW FOR THE ADMINISTRATION OF THE BUILDING CODE WITHIN ELECTORAL AREA A OF THE REGIONAL DISTRICT

**WHEREAS** section 694 (1) of the *Local Government Act* authorizes a regional district, for the health, safety or protection of persons and property, to regulate the construction, alteration, repair, or demolition of buildings and other structures by bylaw;

**AND WHEREAS** the Province of British Columbia has adopted a building code to govern standards in respect of the construction, alteration, repair and demolition of buildings in the province;

**AND WHEREAS** it is deemed necessary to provide for the administration of the building code;

**NOW THEREFORE** the Regional Board of the Greater Vancouver Regional District, in open meeting assembled, enacts as follows:

### DIVISION 100 - GENERAL

#### 101 TITLE AND PURPOSE

(1) This Bylaw may be cited for all purposes as the "Greater Vancouver Regional District Electoral Area A Building Administration Bylaw, No. 1043, 2006."

(2) This Bylaw, shall, despite any other provisions herein, be interpreted in accordance with subsection 101(4).

(3) This Bylaw is enacted and retained for the purpose of regulating construction in the general public interest within that portion of Electoral Area A of the Greater Vancouver Regional District as shown on the map attached as Schedule A.

(4) The activities undertaken by or on behalf of the Greater Vancouver Regional District pursuant to this Bylaw are for the sole purpose of providing a limited and interim spot-checking function for reasons of public health and safety and the protection of persons and property. It is not contemplated nor intended, nor does the purpose of this Bylaw extend:

(a) to the protection of owners, owner/builders or builders from economic loss;

(b) to the assumption by the Greater Vancouver Regional District of any responsibility for ensuring the compliance by an Owner, his or her representatives or any employees, contractors, builders or design professionals retained by him or her, with the current edition of the British Columbia Building Code, the requirements of this Bylaw or any other applicable enactments respecting safety;

(c) to providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under this Bylaw;

(d) to providing a warranty or assurance that construction undertaken pursuant to building permits issued by the Greater Vancouver Regional District is free from latent, or any, defects;

(e) to providing any person a warranty that *construction* is in compliance with the Building Code, this Bylaw or any other enactment with respect to a *building or structure* for which a *building permit* or *occupancy permit* is issued under this Bylaw.

## **102 DISCLAIMER OF WARRANTY OR REPRESENTATION**

Neither the issuance of a permit under this Bylaw, the review and acceptance of the drawings, plans and specifications, nor inspections made by the Building Official, shall in any way constitute a representation, warranty or statement that the Building Code or this Bylaw has been complied with or that the building or structure meets any standard of materials and workmanship, and no person shall rely on any of those acts as establishing compliance with the Building Code or this Bylaw or any standard of construction.

## **103 TRANSITIONAL PROVISIONS**

(1) This Bylaw will only apply to permits (as hereinafter defined) for which applications were received after the date of final adoption of this Bylaw. Any permit for which an application was pending on or before the date of final adoption of this Bylaw will be governed by the terms and conditions of the "The Greater Vancouver Regional District Electoral Area 'B' and Electoral Area 'C' Building By-law No. 219" and all amendments thereto.

(2) Despite subsection (1), a permit issued under Greater Vancouver Regional District Bylaw No. 219 expires two years after coming into force of this Bylaw, and thereafter, all construction shall be carried out under this Bylaw.

## 104 REPEAL

"The Greater Vancouver Regional District Electoral Area 'B' and Electoral Area 'C' Building By-law No. 219" and amendments thereto is repealed and replaced by this Bylaw except for transitional purposes to give effect to Section 103 of this Bylaw in connection with any applications received prior to the date of the adoption of this Bylaw.

## 105 DEFINITIONS

In this Bylaw:

The following words and terms have the meanings set out in Section 1.1.3.2 of the British Columbia Building Code 1998 as amended or re-enacted from time to time: *assembly occupancy, building, building area, building height, business and personal services occupancy, care or detention occupancy, constructor, coordinating registered professional, designer, field review, high hazard occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, mercantile occupancy, medium hazard industrial occupancy, occupancy, owner, plumbing system, registered professional, and residential occupancy.*

**"Accessory building"** means a *building*, the use or intended use of which is ancillary and subordinate to that of a principal *building* situated on the same lot.

**"Agent"** means a person (including a registered professional) authorized by an *owner* in writing to represent the *owner* for the purpose of this Bylaw.

**"Applicant"** means an *owner*, his or her *agent*.

**"Building Code"** means the British Columbia *Building Code* 1998 as adopted by the Minister pursuant to Section 692 (1) of the *Local Government Act*, as amended or re-enacted from time to time.

**"Building Official"** includes *Building* Inspectors, Plumbing Inspectors, Plan Checkers, Planners and any others designated by the *Regional District*.

**"Building Permit"** means a permit to construct a *building, structure or temporary building* issued in accordance with this Bylaw.

**"Chief Administrative Officer"** means the *Chief Administrative Officer* of the *Regional District*.

**"Complex Building"** means:

(a) all *buildings* used for *major occupancies* classified as:

- i) *assembly occupancies,*
- ii) *care or detention occupancies,*
- iii) *high hazard industrial occupancies, and*

(b) all *buildings* exceeding 600 square meters in *building area* or exceeding three storeys in *building height* used for *major occupancies* classified as:

- i) *residential occupancies,*
- ii) *business and personal services occupancies,*
- iii) *mercantile occupancies,*
- iv) *medium and low hazard industrial occupancies.*

**"Construction"** means the erection, alteration, addition, demolition, repair, reconstruction, removal or relocation of a *building*, and includes the installation or alteration of a *plumbing system* and includes all labour even if provided by the *owner* or donated voluntarily by others, site development, excavation related to the *building*, roofing, electrical, plumbing, drains, heating, air conditioning, interior finishes, fire extinguishing systems, elevators, services provided by *registered professionals* and everything attached thereto as to constitute real property.

**"Construction Value"** as referred to in Schedule D of this Bylaw may be determined by the *Building Official* using current fair market unit costs.

**"Demolition Permit"** means a permit to demolish a *building* or temporary *building* issued in accordance with this Bylaw.

**"Facilities"** means any system installed in a highway or in a statutory right of way for the purpose of providing a service to property and shall include sidewalks, curbs and gutters, water supply and distribution, sewage and drainage collection and disposal, street lighting, electric power distribution, telephone, cable television and gas distribution systems.

**"Landscape Walls"** are non-structural walls less than 1.2 metres in height which have a setback ratio (slope) of less than one horizontal to one vertical.

**"Moving Permit"** means a permit to move a *building* or *temporary building* issued in accordance with section 400 of this Bylaw.

**"Occupancy Permit"** means a permit to occupy a *building* or portion of a *building* issued in accordance with section 212 of this Bylaw.

**"Permit"** means permission or authorization in writing by the *Building Official* to perform *work* regulated by this Bylaw.

**"Plumbing Contractor"** means a person who carries on a business whereby the purpose of which is the installation or alteration of plumbing systems and is qualified to do so pursuant to all applicable statutes, regulations and bylaws.

**"Plumbing System"** means a waste water or surface water drainage system, a venting system and a water system or parts thereof.

**"Pool"** means every structure intended for or used as a swimming *pool* with a water depth exceeding 610 mm and includes the fence or other *structure* enclosing such *pool* and any *plumbing system* or appurtenance attached thereto.

**"Pool Permit"** means a *permit* issued in accordance with section 501 of this Bylaw.

**"Regional District"** means the Greater Vancouver Regional District.

**"Retaining Walls"** means walls greater than 1.2 meters in height constructed for the retention of soils.

**"Service Area"** means that part of Electoral Area A referred to in Schedule "A".

**"Standard Building"** means a *building* of three storeys or less in *building height*, having a *building area* not exceeding 600 square meters and used for *major occupancies* classified as:

- (a) *residential occupancies*,
- (b) *business and personal services occupancies*,
- (c) *mercantile occupancies*, or



(d) *medium and low hazard industrial occupancies.*

**"Structure"** means any *construction* fixed to, supported by, or sunk into land or water, but excludes fences, *landscape walls*, and concrete or asphalt paving or similar surfacing of a lot.

**"Surveyor"** means an individual who is a member in good standing of the Corporation of Land Surveyors of British Columbia pursuant to the *Land Surveyors Act* (British Columbia).

**"Temporary Building"** means a *building* or any part thereof that will be used for a period of time not exceeding one year from the date of the placement of such a *building* but does not include a mobile home intended for single family residential *occupancy*.

**"Work"** means the *construction*, alteration, repair or demolition of a *building*, *pool*, *plumbing system* or *temporary building*, including, but without limiting the generality of the foregoing, demolition in the form of the removal or relocation of a *building*, *pool*, *plumbing system* or *temporary building*, but not including any repairs being done as part of the normal maintenance of such *building*, *pool*, *plumbing system* or *temporary building*.

**"Zoning Bylaw"** means the Greater Vancouver Regional District Electoral Area A *Zoning Bylaw* No. 1028, 2005 as amended, re-enacted or replaced from time to time.

## 106 ADMINISTRATION OF THE BYLAW

The *Building Official*:

- (1) may administer this Bylaw;
- (2) may keep records of all applications received, *permits* and orders issued;
- (3) shall carry proper identification, confirming his or her status as a *Building Official*.

## 107 POWERS OF THE BUILDING OFFICIALS

- (1) A *Building Official* may enter any *building* or premises at any reasonable time for the purpose of ascertaining whether the regulations, prohibitions or requirements of this Bylaw are being observed.
- (2) It is an offence for any person to prevent or obstruct or attempt to

prevent or obstruct the authorized entry of a *Building Official* or designate under subsection (1).

(3) Where any dwelling, apartment or guest room is occupied, the *Building Official* shall, except in emergencies, obtain the consent of the occupant or provide, where reasonably practical, written notice at least twenty-four (24) hours in advance of entry.

(4) A *Building Official* may order the correction of any *work* that is being or has been done in contravention of this Bylaw.

(5) A *Building Official* may order the cessation of *work* that is proceeding in contravention of the *Building Code* and this Bylaw, or any related *Regional District* bylaw, by posting a "Stop Work Order" as prescribed by the *Building Official*, on the property where such *work* is undertaken.

## **108 RESPONSIBILITY OF THE OWNER**

Permits under this Bylaw are issued on the following conditions:

(1) Every *owner* shall ensure that all construction complies with the *Building Code*, this Bylaw and other applicable enactments respecting safety.

(2) Neither the issuance of a *permit* under this Bylaw nor the acceptance or review of plans, drawings, nor any inspections made by or on behalf of the *regional district* shall in any way relieve the *owner* or his or her *agents* from full and sole responsibility to perform the *work* in strict accordance with this Bylaw, the *Building Code* and or any other applicable enactments respecting safety.

(3) It shall be the full and sole responsibility of the *owner* (and where the *owner* is acting through an *agent*, the *agent*) to carry out the work in respect of which the permit was issued in compliance with the *Building Code*, this Bylaw and other applicable enactments respecting health or safety.

(4) No person shall rely upon any *permit* as establishing compliance with this Bylaw or assume or conclude that this Bylaw has been administered or enforced according to its terms. The person to whom the *building permit* is issued and his or her *agents* are responsible for making such determination.

(5) Where a civic address has been assigned, the *owner* shall post the civic address conspicuously on the front of the premises or on a signpost so that it may be easily read from the street. Where no civic address has

been assigned, the *owner* shall post the legal lot description in a location where it may be easily read from the main point of entry to the premises.

## **109 PENALTIES AND ENFORCEMENT**

(1) Every person who contravenes any provision of this Bylaw commits an offence punishable on summary conviction and shall be liable to a fine of not more than \$10,000.00 (Ten Thousand Dollars) or to imprisonment for not more than six months, or both.

(2) A separate offence shall be deemed to be committed on each day during which a violation occurs or is allowed to continue.

(3) Every *owner* of property on which a "Stop Work Order" has been posted pursuant to this Bylaw or with respect to which any *permit* issued has been revoked pursuant this Bylaw, shall cease all *work* thereon immediately and shall not do any *work* thereon until all provisions of this Bylaw have been fully complied with and the "Stop Work Order" has been removed under the direction of the *Building Official*.

(4) Despite subsection (3), *work* may continue where required to protect the health and safety of the public.

## **110 702 SEVERABILITY**

If any section, subsection, clause, sub-clause, or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed from the Bylaw, and such decision shall not affect the validity of the remaining portions of this Bylaw.

## **111 FEES AND CHARGES**

(1) A person must pay the fees and charges set out in Schedule D in full prior to the issuance of a permit under this Bylaw.

(2) Any person who begins any *construction* without first obtaining a *permit* shall, when subsequently taking out such *permit*, pay double the fees originally required as set out in Schedule D of this Bylaw.

## DIVISION 200 - BUILDINGS AND TEMPORARY BUILDINGS

### 201 PROHIBITIONS

(1) No person shall commence or permit the commencement or continuation of any *construction* or demolition unless the *Building Official* has issued a valid and subsisting *permit* for the work.

(2) No person shall occupy or allow the occupancy or use of any *building* or *structure* or part thereof:

(a) unless a valid subsisting permit required by this Bylaw for occupancy has been issued for the *building* or *structure*; or

(b) contrary to the terms of any *permit*, notice or certificate given by the *Building Official*.

(3) No person shall knowingly submit false or misleading information to a *Building Official* in relation to a permit application or *construction* undertaken pursuant to this Bylaw.

(4) No person shall, unless authorized by the *Building Official*, reverse, alter, deface, cover, remove or in any way tamper with any notice or certificate posted upon or affixed to any *building* pursuant to any provision of this Bylaw.

(5) No person shall do or permit the doing of any *work* that is at variance with the description, plans and specifications for the *building*, or part thereof for which a *permit* has been issued, unless such change has been approved by the *Building Official*.

### 202 APPLICATIONS

(1) Every *owner* shall apply for and obtain:

(a) a *building permit* before constructing, altering or repairing a *building* or *structure*, and

(b) a *demolition permit* before demolishing a *building* or *structure*;

(c) a *moving permit* before moving a building or structure.

**(2) Applications for *Standard Buildings* shall:**

(a) be made on the forms attached as Schedule E to this Bylaw, signed by the *owner* or his or her *agent*;

(b) be accompanied by the *owner's* acknowledgement of responsibility and undertakings made in the form attached as Schedule B to this Bylaw, signed by the *owner*, or a signing officer if the *owner* is a corporation;

(c) state the intended use or uses of the *building* or *structure*;

(d) include as exhibits two (2) copies of the scale drawings of the *building* with respect to which the *work* is to be carried out showing:

(i) the dimensions of the *building*,

(ii) the proposed use of each room or floor area,

(iii) the dimensions of the land on which the *building* is, or is to be, situated,

(iv) the grades and elevations of the streets and sewers abutting the land,

(v) the position, height and horizontal dimensions of all *buildings* on the land,

(vi) the minimum habitable floor elevation according to geodetic datum, when required by the *Building Official*,

(vii) the location and dimensions of all statutory rights of way or easements,

(viii) such other information as is necessary to illustrate all essential features of the design of the *building*, and to establish substantial compliance in all material respects with this Bylaw and the *Building Code*,

(ix) in respect of a sewage disposal system to which section 8(2) of the Sewerage System Regulation, B.C. Reg. 326/2004, applies, all information required under that subsection,

(x) in respect of a system constructed under a permit from the Ministry of Health issued before the coming into effect of the Sewerage System Regulation, B.C. Reg. 326/2004, a report from a Registered On-site Wastewater Practitioner including a written assurance that the system is not malfunctioning and has been appropriately constructed and installed given the size and projected demand on the system to be placed by any buildings or improvements that are served or are to be served by the system.

(e) include a foundation design prepared by a *registered professional* in accordance with Section 4.2 of Part 4 of the *Building Code*, accompanied by letters of assurance in the form of Schedules B-1 and B-2 as referred to in Section 2.6 of Part 2 of the *Building Code*, signed by the *registered professional*, where in the opinion of the *Building Official* the size or complexity of the foundation warrants a foundation design;

(f) where the parcel contains slopes in excess of 10% be accompanied by the following information:

(i) 0.5 metre contours of the existing ground surface of the parcel,

(ii) 0.5 metre contours of the proposed final grading,

(iii) the elevations of all floor levels of the *building*,

(iv) the locations and details of all *retaining walls* on the parcel,

(v) the drainage provisions as outlined in the approved subdivision grading plans, if any, for the parcel;

(g) where the size or complexity of the proposed *building* or *structure* or siting circumstances warrant, the *Building Official* may require a letter of assurance in the form of Schedule A as referred to in Section 2.6 of Part 2 of the *Building Code*, signed by the *owner*, or a signing officer of the *owner* if the *owner* is a corporation, and the *coordinating registered professional*;

(h) letters of assurance in the form of Schedules B-1 and B-2 as referred to in Section 2.6 of Part 2 of the *Building Code*, each signed by such *registered professionals* as the *Building Official* or *Building Code* may require to prepare the *design* for and conduct *field reviews* of the construction of the *building* or *structure*;

(i) any other information required by the *Building Official* or the *Building Code* to establish substantial compliance with this Bylaw, the *Building*

Code and other bylaws and enactments relating to the *building* or *structure*.

**(3) Applications for *Complex Buildings* shall:**

(a) be made on the forms attached as Schedule E to this Bylaw, signed by the *owner*, or a signing officer if the *owner* is a corporation, and the *coordinating registered professional*;

(b) be accompanied by the *owner's* acknowledgement of responsibility and undertakings made in the form attached as Schedule B to this Bylaw, signed by the *owner*, or a signing officer if the *owner* is a corporation;

(c) state the intended use or uses of the *building* or *structure*;

(d) include a letter of assurance in the form of Schedule A as referred to in section 2.6 of part 2 of the *Building Code*, signed by the *owner*, or a signing officer of the *owner* if the *owner* is a corporation, and the *coordinating registered professional*,

(e) include letters of assurance in the form of schedules B-1 and B-2 as referred to in Section 2.6 of Part 2 of the *Building Code*, each signed by such *registered professionals*, as the *Building Official* or *Building Code* may require, to prepare the *design* for, and conduct *field reviews* of the construction of the *building* or *structure*;

(f) include as exhibits four (4) copies of the scale drawings of the *building* with respect to which the *work* is to be carried out showing:

(i) the dimensions of the *buildings*,

(ii) the proposed use of each room or floor area,

(iii) the dimensions of the land on which the *building* is, or is to be, situated,

(iv) the grades and elevations of the streets and sewers abutting the land,

(v) the position, height and horizontal dimensions of all *buildings* on or to be built on the land,

(vi) the minimum habitable floor elevation according to geodetic datum, when required by the *Building Official*, or another

enactment,

(vii) the location and dimensions of all statutory rights of way and easements,

(viii) such other information as is necessary to illustrate all essential features of the design of the *building*, and to establish substantial compliance in all material respects with this Bylaw and the *Building Code*.

(g) where the parcel contains slopes in excess of 10% be accompanied by the following information:

(i) 0.5 metre contours of the existing ground surface of the parcel,

(ii) 0.5 metre contours of the proposed final grading,

(iii) the elevations of all floor levels of the *building*,

(iv) the locations and details of all *retaining walls* on the parcel,

(v) the drainage provisions as outlined in the approved subdivision grading plans, if any, for the parcel;

(h) be accompanied by any other information required by the *Building Official* or the *Building Code* to establish substantial compliance with this Bylaw, the *Building Code* and other bylaws and enactments relating to the *building* or *structure*.

(4) When required by the *Building Official*, the application shall also be accompanied by a plan that shows the location and size of any *building* drain, and a sectional drawing that shows the size and location of every soil-or-waste pipe, trap and vent pipe to ensure compliance with the *Building Code* and this Bylaw.

(5) An *applicant* for a *demolition permit* shall pay the costs of capping off any public water, electrical and sewer services prior to the issuance of the *demolition permit*.

(6) All plans submitted with *permit* applications shall bear the name and address of the designer.

(7) The *Building Official* may require the *owner* to establish whether a method or type of *construction* or material used in the *construction* conforms with the requirements and provisions of the *Building Code* and



this Bylaw.

(8) No *building permit* for the *construction* of any *building* will be issued unless the following conditions are met:

(a) appropriate access is provided to the parcel upon which the *building* is to be placed or constructed;

(b) the parcel is serviced to the parcel line by a public sanitary sewer system or, where a public sanitary sewer system is not available or the property is not capable of connection to the public sanitary sewer system, the parcel meets the requirements of the Sewerage System Regulation;

(c) the parcel is serviced to the parcel line from a water distribution system of sufficient size and capacity to supply the following:

i) community water service or other source of potable water, approved by the Medical Health Officer, Public Health Inspector or the authority having jurisdiction, shall be provided;

(ii) water adequate for fire protection purposes where required by the *Building Official*.

(d) a covenant if the potable water source is a shallow well, creek, stream, rainwater collection system, or the water quality from a drilled well provides water that has failed to meet or exceed the standards set out in the Guidelines for Canadian Drinking Water Quality.

(9) Applications will be cancelled if *permit* fees are not paid within sixty (60) calendar days from the date of notification to the *applicant* that the *permit* is ready for issuance. The plan processing fee stipulated in Schedule D of this Bylaw shall be forfeited and any documentation submitted may be destroyed.

(10) For the purposes of determining the building permit fees, the Building Official will calculate the construction value based on current market unit costs.

(11) If a rechecking of permit plans is required as a result of any action on the part of the owner or the agent, the owner shall pay the recheck fee prescribed in Schedule D.

## **203 PROFESSIONAL PLAN CERTIFICATION**

(1) The letters of assurance in the form of Schedules B-1 and B-2 referred to in Section 2.6 of Part 2 of the *Building Code* and provided pursuant to

the requirements of this Bylaw are relied upon by the *Regional District* and its *Building Officials* as certification that the design and plans to which the letters of assurance relate comply with the *Building Code* and other applicable enactments relating to safety.

(2) A *building permit* issued for the construction of a *complex building*, or a *standard building* for which a *Building Official* required professional design and letters of assurance pursuant to this Bylaw shall include a notice to the *owner* that the *building permit* is issued in reliance upon the certification of the *registered professionals* that the design and plans submitted in support of the application for the *building permit* comply with the *Building Code* and other applicable enactments relating to safety.

(3) When a *building permit* is issued in accordance with Sections 203(2) of this Bylaw, the permit fee shall be reduced by 5.0% of the fees payable as set out in Schedule D of this Bylaw.

## **204 EQUIVALENTS AND TESTS**

(1) Equivalents for one or more of the provisions of the *Building Code* may be permitted for *standard buildings*, provided sufficient evidence is submitted to satisfy the *Building Official* that the proposed equivalency will provide substantial compliance in all material respects to the *Building Code*.

(2) Equivalents for one or more of the provisions of the *Building Code* may be permitted for *complex buildings*, provided sufficient evidence is submitted by a *Registered Professional* to satisfy the *Building Official* that the proposed equivalency will provide substantial compliance in all material respects to the *Building Code*.

(3) The *Building Official* may direct that tests of materials, devices, *construction* methods, structural assemblies, or foundation conditions be made; or sufficient evidence or proof be submitted at the expense of the *owner*, to determine substantial compliance in all material respects with this Bylaw and the *Building Code*.

(4) The *owner* shall pay the prescribed fees as set out in Schedule D of this Bylaw for each equivalent request submitted.

## **205 PERMITS**

(1) The *Building Official* shall issue the *permit* for which the application is made where:

- (a) a completed application including all required supporting documentation has been submitted,
  - (b) the proposed *work* set out in the application substantially complies in all material respects with this Bylaw and other applicable enactments respecting safety,
  - (c) the *applicant* has paid all applicable fees prescribed as set out in Schedule D of this Bylaw;
  - (d) the *applicant* has paid all charges and met all requirements imposed by any other enactment;
  - (e) the proposed *work* conforms to all applicable bylaws of the *Regional District* respecting land use and zoning;
  - (f) the permit would not authorize construction prohibited by a covenant under section 219 of the *Land Title Act*;
  - (g) the *applicant* has retained a professional engineer or architect where obliged to do so under an enactment; and
  - (h) the *applicant* has registered any covenants required by the *Building Official* under the *Local Government Act* against title to the land on which the *work* is to be carried out.
- (2) Every *permit* is issued upon the condition that it shall expire and the rights of the *owner* under the *permit* shall terminate if:
- (a) the *work* authorized by the *permit* is not commenced within six (6) months from the date of issuance of the *permit* for *standard buildings*, and twelve (12) months from the date of issuance of the permit for *complex buildings*; or
  - (b) a period of more than six (6) months has lapsed without acceptance by the *Building Official* of an aspect the *work* set out in Section 211(4) of this Bylaw.
  - (c) the *work* authorized by the *permit* remains incomplete twenty-four (24) months after a permit is issued in the case of a *standard* and *complex building*.
- (3) Upon application by the *owner*, and upon payment of the re-application fee set out in Schedule D of this Bylaw, a *permit* with the same conditions, as were applicable to a *permit* which has been issued under Section 205(1) of this Bylaw may be issued. Not more than one re-application will be issued for each *permit*.

(4) The *Building Official* may issue a *permit* for the *construction* of a phase of a *building* before the entire plans and specifications for the entire building have been submitted or approved, provided the *applicant* has filed information and detailed statements demonstrating compliance with all applicable requirements of this Bylaw and other applicable enactments. Despite the issuance of a *permit* under this section, this Bylaw shall apply to the remainder of the *building* as if the *permit* had not been issued.

(5) No plumbing *permit* shall be required for the clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, when such repairs do not involve or require the replacement or rearrangement of valves, pipes, or fixtures or hot water tanks.

(6) Subject to the requirements of any other bylaw, the *Building Official* may issue a *permit* for the placement of a *temporary building, structure* or shelter, if satisfied that the *building, structure* or shelter is safe for the stated use and duration.

(7) No *permit* is required for an *accessory building* within single family residential zones provided such *building* does not exceed a maximum of 10m<sup>2</sup> in area and 3.6m in height.

(8) The *Building Official* may revoke a *permit* if:

(a) there is a contravention of any condition under which the *permit* was issued;

(b) the *permit* was issued in error;

(c) there is a failure to comply with the *Building Code*, or this Bylaw; or

(d) the *permit* was issued on the basis of false or incorrect information provided by the *owner*, his or her *agent* or a *registered professional*.

(9) Revocation of a *permit* by the *Building Official* shall be in writing and transmitted to the *permit* holder by registered mail or in person.

## **206      RETAINING WALLS AND SLOPE RETENTION**

(1) *Retaining walls* in excess of 1.2 metres in height require *building permits*.

(2) No *building permits* are required for *landscape walls*.

(3) *Retaining walls* should not be constructed of uncemented rock,

boulder piles or creosoted timbers.

(4) Except as certified by a *registered professional* with expertise in geotechnical engineering, slopes steeper than one linear unit vertically to one linear unit horizontally and with a total height of 3 metres or more, which are created by excavation, are prohibited.

(5) Fill material should not be placed on land that has a surface slope greater than a ratio of one linear unit vertically to two linear units horizontally.

## **207 TEMPORARY STRUCTURE PERMIT**

(1) A permit for a temporary *structure* issued for a site trailer, *construction* trailer and sales offices shall be issued for not more than one (1) year.

(2) The *Building Official* may extend a temporary *permit* referred to in section 207(1) for a period of not more than one (1) year to allow completion of the project in respect of which the *permit* was issued.

## **208 PROFESSIONAL DESIGN AND FIELD REVIEW**

(1) Where the *Building Official* considers that the site conditions, size, or complexity of the *building* or *structure* or any part or component thereof so warrant, or where an application has been made to construct a *retaining wall*, or an in-ground swimming *pool* referred to in Section 500 of this Bylaw, he or she may require that a *registered professional* provide design and plan certification and *field reviews* by means of letters of assurance in the form of Schedules B-1, B-2 and C-B referred to in Section 2.6 of Part 2 of the *Building Code*.

(2) Prior to the issuance of an *occupancy permit* for a *complex building* or a *standard building* in circumstances where letters of assurance have been required in accordance with this Bylaw, the owner shall provide the *Regional District* with letters of assurance in the form of Schedules C-A or C-B, as is appropriate, referred to in section 2.6 of Part 2 of the *Building Code*.

(3) When a *registered professional* provides letters of assurance in accordance with this Bylaw, he or she will also provide proof of professional liability insurance to the *Building Official* in the form of Schedule C to this Bylaw.

## 209 DAMAGE TO FACILITIES IN THE PUBLIC RIGHT-OF-WAY

(1) The *owner* must inspect the existing condition of all public properties or rights of way adjacent to a *building* site, and report any existing damage to the *Building Official* prior to commencing *work*.

(2) All damage to public property or a right of way noted at final inspections will be assumed to be caused by the *owner*, unless reported as outlined above.

(3) Every *owner* to whom a *permit* is issued shall be responsible for the cost of repair of any damage to *facilities* that occurs in the course of the *work* carried out by the *owner* or on the *owner's* behalf.

(4) The *Building Official* may as a condition of a *building permit*, require the *applicant* to deposit cash, certified cheque in an amount of Five Thousand (\$5,000.00) Dollars or irrevocable letter of credit as security against damage to public *facilities*, *works* or *services*.

(5) The *Regional District* may use all or part of the security provided under section 209(4) to pay for any costs or expenses which may be incurred by the *Regional District* in repairing, installing or replacing any *facilities* constructed in the public properties or rights of way, which are damaged, and which damage is attributable to the carrying out of *construction* of work carried out by or on behalf of the *owner*, or which are incidental to such works.

(6) In addition, the security provided under section 209(4) may be applied in whole or in part by the *Regional District* in payments to itself for any cost or expenses which may be incurred by the *Regional District* in placing, replacing, erecting or removing safety barriers, fencing, obstruction lights, signs and warning devices or other safety measures on the site being developed or highways, easements, rights-of-way or portions thereof which in the opinion of the *Building Official* are necessary for public safety and which are required as a result of *work* authorized by the said *building permit* or *work* which is incidental thereto. The whole of the security, or any part thereafter remaining to the credit of the *applicant*, after the deduction of any such costs or expenses as are hereinbefore mentioned, shall be paid to the *owner* upon the issuance of all *occupancy permits* by the *Building Official* under this part necessary in respect of the *building* or *structure*.

(7) If the security provided under section 209(4) is insufficient to meet the *owner's* obligations under this Bylaw, the *owner* shall pay to the *Regional District* on demand the amount of such insufficiency.

## 210 DOCUMENTS ON THE SITE

Every *owner* to whom a *permit* is issued shall during *construction* keep:

- (1) posted in a conspicuous place on the property in respect of which the *permit* is issued, the *building permit* and a poster or placard depicting the civic address, or where there is no civic address, the legal lot description, so that it may be easily read; and
- (2) a copy of the approved drawings and specifications on the property in respect of which the *permit* was issued.

## 211 INSPECTIONS

(1) When a *registered professional* provides letters of assurance in accordance with this Bylaw, the *Regional District* will rely solely on *field reviews* undertaken by the *registered professional* and the letters of assurance submitted pursuant to this Bylaw as assurance that the construction substantially complies with the *Building Code*, this Bylaw and other applicable enactments respecting health and safety.

(2) Notwithstanding Section 211(1) of this Bylaw, a *Building Official* may attend the site from time to time during the course of construction to ascertain that the *field reviews* are taking place and to monitor the *field reviews* undertaken by the *registered professional*.

(3) A *Building Official* may attend periodically at the site of the construction of *standard buildings* or *structures* to ascertain whether the health and safety aspects of the work are being carried out in substantial conformance with those portions of the *Building Code* that pertain to health and safety, this Bylaw and any other applicable enactment respecting health and safety.

(4) Every *owner* shall give at least forty-eight (48) hour's notice to the *Regional District* when requesting an inspection and shall obtain an inspection and receive a *Building Official's* acceptance of the following aspects of *work* prior to concealing it:

(a) after the forms for foundation walls are complete, and after having obtained a survey certificate from a *Surveyor* as to their location and the elevation of the garage slab (if applicable), but prior to the placing of any concrete therein;

(b) after removal of formwork from a concrete foundation and installation of perimeter drainpipe and damp proofing, but prior to backfilling against the foundation;

- (c) after granular base materials, damp-proofing membrane and, if applicable, reinforcing steel has been placed for the installation of a concrete floor slab but prior to placing of concrete;
- (d) before a building drain, water service, sanitary or storm sewer is covered, and if any part of this *plumbing system* is covered before it is inspected and approved, it shall be uncovered if a *Building Official* so directs, and when the *Building Official* considers it necessary, underground *building* drains, branches, storm drains, and sewers shall be re-tested after the completion of all backfilling and grading by heavy equipment;
- (e) when framing and sheathing of the *building* are complete, including fire-stopping, bracing, chimney, ductwork, plumbing, gas venting and wiring;
- (f) after placing of insulation and vapor barrier, and
- (g) after the *building* or *structure* is substantially complete and ready for *occupancy*, but before *occupancy* takes place of the whole or part of the *building* or *structure*.
- (5) Prior to the occupancy of any *building* or part thereof after *construction* or alteration, or any change in class of occupancy, the *owner* or occupier shall obtain an *occupancy permit* from the *Building Official*.
- (6) The requirements of section 211(4) of this Bylaw do not apply to any aspect of the *work* that is the subject of a *registered professional's* letter of assurance provided in accordance with this Bylaw.
- (7) In all cases where it is proposed to discharge the waste from plumbing fixtures, trade waste or surface or roof water to a public sewer, it is the responsibility of the *owner* to expose and check the depth and location of sewer connections to ensure that such public sewer is at a sufficient depth and of a sufficient capacity to receive such discharge.
- (8) Where an *owner* wishes to connect a *building* or storm sewer with any *building* or storm sewer extension, the *owner* shall furnish such information as the *Building Official* may require to show that the proposed sewer will be laid at such depth and in such a position as to connect the property with the *building* or storm sewer extension.



## 212 OCCUPANCY PERMITS

(1) No person shall occupy a *building* or *structure* or part of a *building* or *structure* until an *occupancy permit* has been issued in the form prescribed by the *Regional District*.

(2) An occupancy permit shall not be issued unless:

(a) all letters of assurance have been submitted when required in accordance with this Bylaw.

(b) all aspects of the *work* requiring inspection and acceptance pursuant to this Bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with this Bylaw.

(3) A *Building Official* may issue an occupancy permit for part of a *building* or *structure* when the part of the *building* or *structure* is self-contained, provided with essential services and the requirements set out in this Bylaw have been met with respect to such part.

## 213 CLIMATIC DATA

The climatic values required in the design of *buildings* shall conform with the values contained in Appendix C of the *Building Code*, except as follows:

### **In areas with a geodetic elevation below 275m**

Ground Snow Load – snow component S(s) 2.40 kPa  
Ground Snow Load - rain component S(r) 0.40 kPa

### **In areas with a geodetic elevation between 275m and 325m**

Ground Snow Load - snow component S(s) 3.10 kPa  
Ground Snow Load - rain component S(r) 0.40 kPa

### **In areas with a geodetic elevation above 325m**

Ground Snow Load - snow component S(s) 4.90 kPa  
Ground Snow Load - rain component S(r) 0.40 kPa

## DIVISION 300 - Plumbing

### 301 REQUIREMENTS AND SPECIFICATIONS

(1) The design, installation and maintenance of *plumbing systems* shall conform to:

- (a) any standards, specifications and details prescribed in this Bylaw; and
- (b) Part 7 of the *Building Code*.

(2) A person must not construct, extend, alter, renew or replace a *plumbing system* unless a *permit* has been issued by the *Building Official*.

(3) Where a *permit* is required, the *plumbing system* shall not be put into use until it has been tested and accepted by the *Building Official*.

(4) An *owner* must connect all storm drainage systems to a public storm drainage system, where the property is capable of service, and intercepted with sumps.

(5) Where a property is not capable of connection to a public storm drainage system, the *owner* may install a private storm drainage system where the *owner* provides to the *Building Official* a report prepared by a *certified professional* with experience in geotechnical matters who certifies that subsoil conditions are suitable for installation of a private storm drainage system.

## DIVISION 400 - MOVING OF BUILDINGS

### 401 MOVING OF BUILDINGS

(1) No person shall move any *building* from, to or within the *Service Area* from one parcel of land to another to which this Bylaw applies without first obtaining a *moving permit*.

(2) Prior to obtaining a *moving permit*, the *owner* of a *building* or part thereof to be moved to a property within the areas of Electoral Area A of the *Regional District* to this Bylaw applies shall:

(a) designate the existing site of the *building* and the proposed site to which it is to be moved;

(b) deposit with the *Regional District* a certified cheque or an Irrevocable Letter of Credit in the amount of Twenty Thousand (\$20,000.00) dollars issued by a bank and in a form satisfactory to the *Regional District*, to ensure that the exterior of the *building* or part thereof will be completed within ninety (90) days from the date of issuance of the *permit*. If the *owner* does not comply with the above, the *Building Official* shall notify the *owner* in writing stating how the *building* does not comply with this Bylaw and directing him or her to remedy such non-compliance within thirty (30) days from the date of the said notice. If the non-compliance is not remedied within the said period of thirty (30) days, the deposit in the sum of Twenty Thousand (\$20,000.00) dollars shall be forfeited to the *Regional District*;

(c) deposit with the *Building Official*:

(i) a certified cheque or irrevocable letter of credit in the sum of ten thousand (\$10,000.00) dollars in a form satisfactory to the *Regional District*, to indemnify the *Regional District* against all damages to public and *Regional District* property of every kind, howsoever caused or occasioned by the moving of said *building*;

(ii) a policy of public liability and property damage insurance in a form satisfactory to the *Regional District*, with and all inclusive limit of Five Million (\$5,000,000.00) dollars to ensure against damages imposed by law arising out of the moving of said *building*;

(d) pay to the *Regional District*, in advance, the fee as prescribed in Schedule D of this Bylaw for an inspection of the *building* to be moved;

(e) satisfy the *Building Official* that the appropriate law enforcement officials and the *Chief Administrative Officer* or designate have approved the time and route of moving the said *building* and that notice of the moving has been given to utility companies having overhead wires along the said route.

(3) No *building* shall be moved into the *Service Area* for use as a dwelling house, unless the *Building Official* is satisfied that the *building* can be moved.

## DIVISION 500 - SWIMMING POOLS

### 501 SWIMMING POOLS

(1) Every application for *construction* of a pool shall be accompanied by a plan showing the location of the proposed *pool* and all water supply piping, waste piping and appurtenances, and all structural details. All in ground swimming *pools* shall require professional design and *field review* as specified in this Bylaw.

(2) A swimming *pool* shall be completely surrounded by minimum 1 metre apron and a fence, *building* or other *structure*, or combination thereof, not less than 1.22 metres in height at its lowest point, and with openings therein not greater than 100mm in width. The fence shall be constructed surrounding the *pool* in such a manner as to render the *pool* safe from unauthorized entry. Access through the fence shall be only by a 1.22 metre (minimum) high gate or door that is equipped with a self closing and self-latching mechanism on the poolside of the gate. A fence shall not be required on any side of a *pool* where there is entry from a residence.

(3) Every fence enclosing every swimming *pool* shall be maintained by the *owner* or occupier of the property, upon which the same is located, in good order and repair, and adequate to perform its intended function, and all sagging gates, loose parts, worn latches, springs and locks and all broken or binding members shall be promptly and adequately replaced or repaired.

(4) *Pool* drainage and backwash discharge lines are to be connected to a public sanitary sewer system or private sanitary sewer system approved in writing by the *Building Official*.

## **DIVISION 600 - SCHEDULES**

**601 Schedules A, B, C, D and E attached to this Bylaw form a part of this Bylaw.**

Schedule A - Areas of Electoral Area A to Which Building Bylaw is Applicable

Schedule B - Notice to Owner and Owner's Acknowledgement Form

Schedule C - Proof of Liability Insurance Form

Schedule D - Building Permit Fees

Schedule E - Application Forms

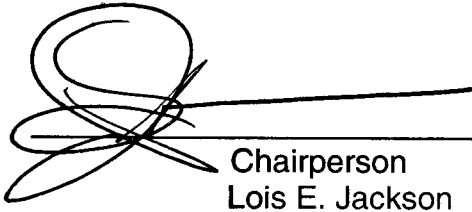
**DIVISION 700 - EFFECTIVE DATE**

READ A FIRST TIME this 21 day of July, 2006.

READ A SECOND TIME this 21 day of July, 2006.

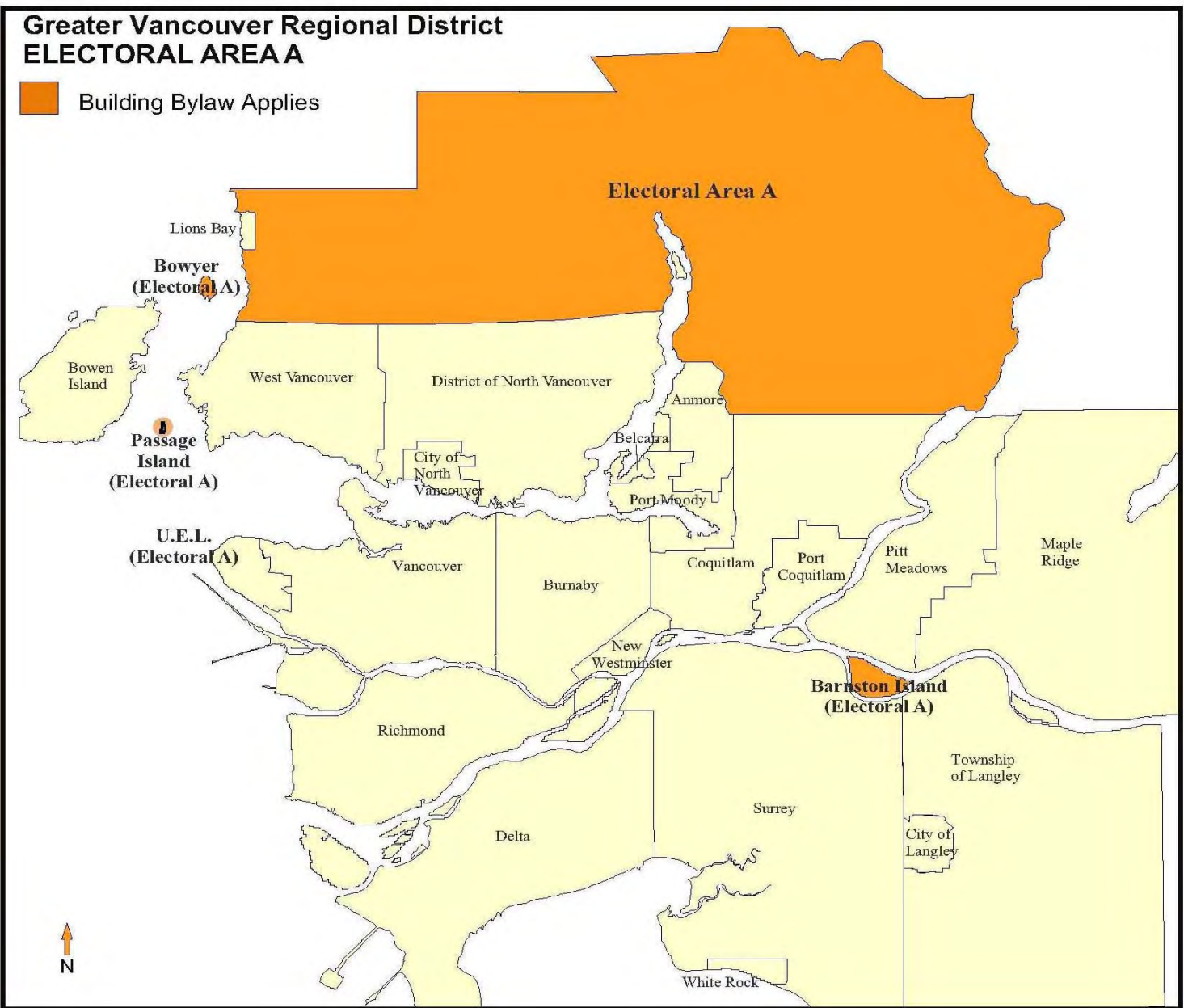
READ A THIRD TIME this 21 day of July, 2006.

FINALLY ADOPTED this 21 day of July, 2006.

  
Chairperson  
Lois E. Jackson

  
Secretary  
Paulette Vetleson

Schedule "A"  
SERVICE AREA  
Areas of Electoral Area A to Which Building Bylaw is Applicable





**Schedule "B"**

**NOTICE TO OWNER AND OWNER'S ACKNOWLEDGEMENT**

The "Greater Vancouver Regional District Electoral Area A Building Bylaw," No. 1043, 2006 is enacted for the purpose of regulating *construction* within certain areas of Electoral Area A in the general public interest. The activities undertaken by or on behalf of the *Regional District* pursuant to this Bylaw are for the sole purpose of providing a limited and interim spot checking function for the reasons of public health and safety.

1. I acknowledge that in being granted the attached *building permit* I am responsible for compliance with the current edition of the British Columbia *Building Code*, the "Greater Vancouver Regional District Electoral Area A Building Bylaw" No. 1043, 2006 and any other applicable enactment, code, regulation or standard relating to the *work* in respect of which the *permit* is issued, whether or not the said *work* is undertaken by me or by those whom I may retain or employ to provide design and/or *construction* services.
  
2. I acknowledge that neither the issuance of a *permit* under this Bylaw, the acceptance nor review of plans, specifications, drawings and supporting documents, nor inspections or field review approvals made by or on behalf of the *Regional District* constitute a representation, warranty, assurance or statement that the current edition of the British Columbia *Building Code*, the "Greater Vancouver Regional District Electoral Area A Building Bylaw", No. 1043, 2006 or any other applicable enactment, code, regulation or standard has been complied with.
  
3. Where the *Regional District* requires that Letters of Assurance be provided by a *Registered Professional* pursuant to the "Greater Vancouver Regional District Electoral Area A Building Bylaw", No. 1043, 2006 and the *Local Government Act*, I confirm that I have been advised by the *Regional District* that it relies on the Letters of Assurance of "Professional Design and Commitment for Field Review" prepared by the *Registered Professionals* associated with this *permit* (see Letters of Assurance on file) in reviewing the plans, drawings, specifications and supporting documents submitted with the application for this *building permit*.
  
4. I confirm that I have relied only on the said *Registered Professionals* for the adequacy of plans, drawings, specifications, field reviews and supporting documents submitted with this application.
  
5. I understand that I should seek independent legal advice in respect of the responsibilities I am assuming upon the granting of a *building permit* by the *Regional District* pursuant to this application and in respect of the execution of this acknowledgment.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Building Official

\_\_\_\_\_  
Date

**Schedule "C"**

**PROOF OF LIABILITY INSURANCE**

This form must be submitted by each *registered professional* submitting Letters of Assurance, prior to issuance of a *building permit* by the *Regional District*.

**Attention: Building Official, Greater Vancouver Regional District**

RE: \_\_\_\_\_  
Address of Project, if Applicable (Print)

\_\_\_\_\_  
Legal Lot Description of Project (Print)

The undersigned hereby gives assurance that:

1. I have fulfilled my obligation for insurance coverage as outlined in the "Greater Vancouver Regional District Electoral Area A Building Bylaw", No.1043, 2006.
2. I have enclosed a copy of my certificate of insurance coverage indicating particulars of such coverage.
3. I am a *registered professional* as defined in the "Greater Vancouver Regional District Electoral Area A Building Bylaw" No.1043, 2006.
4. I will notify the *Regional District Building Official* in writing immediately if the undersigned's insurance coverage is reduced or terminated at any time during *construction*.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (of Registered Professional)

\_\_\_\_\_  
Address (Print)

(Affix Professional Seal Here)

(If the registered professional is a member of a firm, complete the following)

I am a member of the firm of \_\_\_\_\_ and I sign and seal this letter of behalf of the firm. (print name of firm)

## Schedule "D"

### BUILDING PERMIT FEES

		FEES
1.	Minimum fee for any <i>building permit</i> application (deducted from <i>building permit</i> fee if application is approved)	\$75.00
2.	Deposit required when <i>building permit</i> application is approved (returned when the <i>occupancy permit</i> is issued or, for <i>structures</i> not requiring an <i>occupancy permit</i> , upon the <i>Building Official's</i> authorization that the project is fully completed)	1.0% of construction value
3.	For single family residential and accessory building construction work, if the construction value is:	
	- \$0 to \$1,000	\$75.00
	- \$1,001 to \$50,000	\$75.00 plus \$12.00 per \$1,000 of construction value or fraction thereof exceeding the first \$1,000
	- \$50,001 to \$100,000	\$675.00 plus \$10.00 per \$1,000.00 of construction value or fraction thereof exceeding \$50,000
	- \$100,001 and over	\$1,175.00 plus \$8.00 per \$1,000 of construction value or fraction thereof exceeding \$100,000
	For Commercial, Industrial, Assembly and Institutional Buildings	An additional \$1.00 over the rates listed for residential and accessory building construction per \$1,000 of construction value or fraction thereof

4.	Where a <i>building permit</i> has been issued but <i>construction</i> has not commenced and the property owner has provided written notification that the project will not be undertaken	50% of the <i>building permit</i> fee and 100% of the deposit shall be refunded to the property owner
5.	Where no changes are proposed in design or siting, for the re-application of a <i>building permit</i> which has lapsed, if requested in writing by the property owner	\$75.00 or 20% of the current <i>building permit</i> fee, whichever is greater
6.	Plan review for <i>building</i> design modifications	\$75.00
7.	Transfer of a <i>building permit</i>	\$75.00
8.	<i>Permit</i> to install plumbing	\$20.00 per fixture with a minimum fee of \$75.00
9.	<i>Permit</i> to install a chimney, heating device which is connected to the chimney, or a fireplace (masonry or factory-built chimney)	\$75.00 per chimney, heating device or fireplace
10.	Any application for a <i>permit</i> not specifically provided herein	\$75.00
11.	Where it has been determined by the <i>Building Official</i> that due to non-compliance with the provisions of this Bylaw or the British Columbia <i>Building Code</i> , more than two inspections are necessary for a single type of inspection, the fee for each inspection after the second inspection	\$100.00
12.	Demolishing a <i>structure</i>	\$100.00 if less than 46 square metres, \$175.00 if 46 square metres or more
13.	<i>Permit</i> for moving a <i>building</i> or <i>structure</i> within the <i>Regional District</i> Inspection fee for examination of a <i>building</i> or <i>structure</i> prior to move Inspection fee if inspection exceeds two hours	\$250.00 per building or <i>structure</i> \$150.00 per building or <i>structure</i> \$55.00 per hour
14.	Cash or letter of credit deposit prior to issuing a <i>permit</i> to move a <i>building</i> to ensure that the exterior of the <i>building</i> is completed within ninety (90) days of the <i>permit</i> issuance.	\$20,000.00
15.	Cash or letter of credit bond deposit to indemnify the <i>Regional District</i> against all damages to <i>Regional District</i> and other public property of any kind, howsoever caused by the moving of a <i>building</i>	\$10,000.00
17.	Where a <i>building permit</i> is issued for a property not accessible by motor vehicle via a public road and must instead be accessed by an alternative means	\$50 to \$250.00

	of transportation by the <i>Building Official</i>	
18.	For providing property title search from Land Title Office (per title)	\$30.00
19.	For obtaining and/or providing a copy of an instrument registered on the property title	Actual cost
20.	For registration and review of Section 219 covenant placed according to <i>Land Title Act</i>	\$350.00
21.	For discharge of Section 219 covenant placed according to <i>Land Title Act</i>	\$100.00
22.	For registration and review of priority agreements	\$150.00
23.	For discharge of notices placed under the <i>Local Government Act</i> or Community Charter	\$100.00 per notice

Notwithstanding the fees set out in this Schedule:

- i) the applicable *Building Permit Fees* shall be doubled where *construction* is commenced prior to the issuance of the required *permit* by the *Building Official*;
- ii) the *Building Permit Fees* calculated in Clauses 3 and 13 of this Schedule shall be reduced by 5% where the certification of a *registered professional* is required or requested by the *Building Official* at the time the *Building Permit* is issued.



Policy & Planning Department  
Electoral Areas Administration  
Telephone: (604) 432-6369 Fax: (604) 436-6970

### BUILDING PERMIT APPLICATION (Schedule "E")

<b>Owner</b>	_____ <b>Name (First and Last)</b> _____ <b>Mailing Address</b> _____ _____ Postal Code _____ <b>Tel: (home)</b> _____ <b>Tel: (work)</b> _____
<b>Contractor</b>	_____ <b>Name (First and Last)</b> _____ <b>Mailing Address</b> _____ _____ Postal Code _____ <b>Tel: (work)</b> _____
<b>Plumber</b>	to be installed by owner to be installed by plumbing contractor - please specify: _____ <b>Plumber's Name</b> _____ <b>Trade Certification No.</b> _____ copy of certification attached copy of certification on file
<b>Property Description</b>	<b>Tax Assessment Roll/Folio #</b> _____ <b>PID #</b> _____ <b>Legal Description:</b> Lot _____ Section _____ Block _____ Plan _____ District Lot _____ Land District _____ <b>House No.</b> _____ <b>Street</b> _____
<b>Application to Construct (please check <input checked="" type="checkbox"/> one)</b> <input type="checkbox"/> new dwelling <input type="checkbox"/> renovation <input type="checkbox"/> new deck <input type="checkbox"/> demolition <input type="checkbox"/> new accessory building <input type="checkbox"/> addition <input type="checkbox"/> change of use <input type="checkbox"/> new commercial building building permit re-application      other _____	

**Applicant to ✓ that a cheque or money order for \$75 is attached and that each permit or approval listed below has been obtained and the documentation is attached.**

- Site Plan (drawn to scale)
- 2 copies of structural drawings
- Title Search (Ownership)
- Cheque or money order for \$75 (your cancelled cheque is your receipt)
- Home Owner Protection
- Proof of potable water approved by the Medical Health Officer, Public Health Inspector or authority having jurisdiction
- Written septic approval from the Health Unit
- Approval of strata corporation (if applicable)
- Fire Department access permit (if applicable)
- Approval from Agricultural Land Commission (if applicable)
- Approval from Ministry of Environment (if applicable)
- Highway Access Permit (if applicable)

**Owner's/Agent's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**\*NOTE:** If signed by an Agent, letter of authorization from the Owner must be provided with this application.

**LIMITATION OF LIABILITY**

Neither the issuance of a permit under this bylaw nor the acceptance or review of plans, drawings or specifications or supporting documents, nor any inspections made by or on behalf of the Greater Vancouver Regional District shall in any way relieve the owner or his or her representatives from full and sole responsibility to perform the work in full accordance with the British Columbia Building Code, the Building Regulation Bylaw of the GVRD and all other applicable enactments, codes, and standards.

**All building in the Greater Vancouver Regional District Electoral Area A is regulated by Building Administration Bylaw No. 1043, 2006**

**FOR OFFICE USE ONLY**

- |   |  |   |                                 |                               |
|---|--|---|---------------------------------|-------------------------------|
| <input type="checkbox"/> Proof of Ownership | <input type="checkbox"/> Islands Trust | <input type="checkbox"/> Fire Department Permit |                                 |                               |
| <input type="checkbox"/> Approval for Agent | <input type="checkbox"/> Drawings      | <input type="checkbox"/> Site Plan              | <input type="checkbox"/> Septic | <input type="checkbox"/> MOTH |
| <input type="checkbox"/> Potable Water      | <input type="checkbox"/> Zoning        | <input type="checkbox"/> ALC                    | <input type="checkbox"/> MoE    | <input type="checkbox"/> HOP  |

Application Fee \_\_\_\_\_ House Number Previously Assigned \_\_\_\_\_

Present Zoning \_\_\_\_\_ Occupancy \_\_\_\_\_ Lot Area \_\_\_\_\_

Lot Coverage \_\_\_\_\_ LCR \_\_\_\_\_ (Lot Coverage Ratio)

Building Setbacks: Front \_\_\_\_\_ Exterior Side \_\_\_\_\_ Interior Side \_\_\_\_\_ Rear \_\_\_\_\_

Building Permit Number \_\_\_\_\_ House Number Assigned \_\_\_\_\_

**DATE RECEIVED** \_\_\_\_\_

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