



SQUAMISH - LILLOOET
REGIONAL DISTRICT

Building Bylaw

No. 863, 2003

Adopted February 28, 2005

Replacing Building Bylaw 572, 1995

CONSOLIDATED COPY

March 2015

IMPORTANT NOTICE

THIS IS AN UNOFFICIAL CONSOLIDATION OF BYLAW NO. 863,2003 WHICH HAS BEEN PREPARED FOR CONVENIENCE ONLY.

Although the Squamish-Lillooet Regional District is careful to assure the accuracy of all information presented in this consolidation, you should confirm all information before making any decisions based on it. Information can be confirmed through the SLRD Building Department.

CONSOLIDATED FOR CONVENIENCE ONLY

Consolidated bylaws are consolidated for convenience only and are merely representative. Each consolidated bylaw consists of the original bylaw text together with current amendments which have been made to the original version. Copies of all bylaws (original and amendments) may be obtained from the SLRD Building Department.

BY-LAW NO.

DATE OF ADOPTION

1013-2006	To provide for third party building permit plan review and building inspections	June 26, 2006
1179-2010	Amend 19.0 Climatic Data	March 22, 2010
1187-2010	Determining construction value and introducing fee for Fire Sprinklers into Building Bylaw 863, 2003	April 26, 2010
1215-2011	Housekeeping Amendments	May 16, 2011
1314-2014	Amendments for the Marihuana for Medical Purposes Regulations and to Define a Farm Building	February 24, 2014
1316-2014	Amendment to regulate the requirement for surveys by bylaw rather than by policy.	February 24, 2014
1317-2014	Amendment of 21.1 Penalties and Enforcement	January 27, 2014
1319-2014	Delete Existing and Replace Revised Schedule B Climatic Data	February 24, 2014
1339-2014	Amendment to regulate fences around swimming pools	July 28, 2014
1340-2014	Delete Existing and Replace Revised Schedule A Building Permit Fees	July 28, 2014
1377-2015	Delete Existing Schedule A (Permit Fees) and replacing it with the new Schedule A (Permit Fees)	February 25, 2015

SQUAMISH-LILLOOET REGIONAL DISTRICT

Bylaw No. 863, 2003

A bylaw to regulate building construction and provide for the administration of the B.C. Building Code

WHEREAS the *Local Government Act* authorizes the Regional District, for the health, safety and protection of persons and property, to regulate the construction, alteration, repair, or demolition of building and 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 municipalities and regional districts 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 Squamish-Lillooet Regional District, in open meeting assembled, enacts as follows:

1.0 Title

- 1.1 This bylaw may be cited for all purposes as the “Squamish-Lillooet Regional District Building Bylaw No. 863, 2003”.

2.0 Definitions

- 2.1 In this Bylaw:

- 2.1.1 The following words and terms have the meanings set out in Section 1.1.3.2 of the Building Code: 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 industrial occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, mercantile occupancy, medium hazard industrial occupancy, occupancy, owner, registered professional, and residential occupancy.
- 2.1.2 *Building Code* means the British Columbia Building Code 1998 as adopted by the Minister pursuant to the *Local Government Act*, as amended or re-enacted from time to time.
- 2.1.3 *Building Official* includes Building Inspectors, Plan Checkers and Plumbing Inspectors designated by the Squamish-Lillooet Regional District.

2.1.4 Complex Building means:

2.1.4.1 all *buildings* used for *major occupancies* classified as

2.1.4.1.1 assembly occupancies,

2.1.4.1.2 care or detention occupancies,

2.1.4.1.3 high hazard industrial occupancies, and

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

2.1.4.2.1 residential occupancies,

2.1.4.2.2 business and personal services occupancies,

2.1.4.2.3 mercantile occupancies,

2.1.4.2.4 medium and low hazard industrial occupancies.

2.1.5 *Farm building* means a *building* less than 800 m² in *building area*, when situated on land classified as a “farm” under the *Assessment Act*, RSBC 1996, Chapter 20 (the “*Assessment Act*”), as amended, and:

2.1.5.1 does not contain a *residential occupancy*,

2.1.5.2 does not include covered riding arenas, buildings which may be used for *assembly occupancies*, or *buildings* for *medical marihuana production facilities*, and

2.1.5.3 is used essentially for:

2.1.5.3.1 housing farm equipment or livestock,

2.1.5.3.2 production, storage or processing of agricultural and horticultural products,

2.1.5.3.3 a workshop for the repair of farm equipment, or

2.1.5.3.4 a greenhouse or silo

(Amendment Bylaw 1314- 2014)

- 2.1.6 *Health and safety aspects of the work* means design and construction regulated by Part 3, Part 4, and sections 9.4, 9.8, 9.9, 9.10, 9.12, 9.13, 9.14, 9.15, 9.17, 9.18, 9.20, 9.21, 9.22, 9.23, 9.24, 9.25, 9.31, 9.32, 9.34, 9.35 and 9.36 of Part 9 of the *Building Code*.
- 2.1.7 *Medical marihuana production facility* means the growing, cultivation, storage, distribution or destruction of marihuana as lawfully permitted and authorized pursuant to the *Federal Marihuana for Medical Purposes Regulations*, as amended from time to time. (Amendment Bylaw 1314- 2014)
- 2.1.8 *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:
- 2.1.8.1 *residential occupancies*,
- 2.1.8.2 *business and personal services occupancies*,
- 2.1.8.3 *mercantile occupancies*, or
- 2.1.8.4 *medium to low hazard industrial occupancies*.
- 2.1.9 *Structure* means a construction or portion thereof of any kind, whether fixed to, supported by or sunk into land or water, but specifically excludes landscaping, fences, paving and retaining structures less than 1.5 meters in height.
- 2.1.10 *Swimming pool* means an outdoor, private structure, located wholly or principally in the ground, capable of being filled with water to a depth of 60 centimeters or more and constructed for the purpose of swimming, bathing or wading; but does not include ornamental water features, irrigation ponds, hot tubs or above ground pools accessed solely by means of a removable ladder.

3.0 Purpose of Bylaw

- 3.1 This bylaw, shall, notwithstanding any other provision herein, be interpreted in accordance with this section.
- 3.2 This bylaw has been enacted for the purpose of regulating construction within the Squamish-Lillooet Regional District 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 spot-checking function for reasons of health, safety and the protection of persons and property. The purpose of this bylaw does not extend:
- 3.2.1 to the protection of *owners*, *owner/builders* or *constructors* from economic loss;

- 3.2.2 to the assumption by the Regional District or any *building official* of any responsibility for ensuring the compliance by any employees, *constructors* or *designers* retained by the *owner*, with the *Building Code*, the requirements of this bylaw or other applicable enactments respecting safety;
- 3.2.3 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; or
- 3.2.4 to providing a warranty or assurance that construction undertaken pursuant to building permits issued by the Regional District is free from latent, or any, defects.

4.0 Permit Conditions

- 4.1 A permit is required whenever work regulated under this bylaw is to be undertaken.
- 4.2 Neither the issuance of a permit under this bylaw nor the acceptance or review of plans, drawings or supporting documents, nor any inspections made by or on behalf of the Squamish-Lillooet Regional District, shall in any way relieve the *owner* or his or her representatives from full and sole responsibility to perform the work in strict accordance with this bylaw, the *Building Code* and or other applicable enactments respecting safety.
- 4.3 It shall be the full and sole responsibility of the *owner* (and where the *owner* is acting through a representative, the representative) to carry out the work in respect of which the permit was issued in compliance with the *Building Code* and this bylaw or other applicable enactments respecting safety.
- 4.4 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 Squamish-Lillooet Regional District, constitutes in any way a representation, warranty, assurance or statement that the *Building Code*, this bylaw or other applicable enactments respecting safety have been complied with. 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 representatives are responsible for making such determination.

5.0 Scope and Exemptions

- 5.1 This bylaw applies to the design, construction and *occupancy* of new *buildings* and *structures*, and the alteration, reconstruction, demolition, removal, relocation and *occupancy* of existing *buildings* and *structures*.

- 5.2 This bylaw does not apply to *farm buildings* used in conjunction with a farm operation on land classified as a farm under the *Assessment Act*.

(Amendment Bylaw 1314- 2014)

- 5.3 Despite section 5.2, this bylaw applies to a *building* referred to in that section if the *owner* makes an application for a permit in respect of the *building* under section 9.0 or 10.0, and in relation to such an application and all matters pertaining to the *building* under this bylaw, all references in this bylaw to the *Building Code* shall be interpreted as references to the National Farm Building Code of Canada 1995 as amended or replaced from time to time.

- 5.4 This bylaw does not apply to *buildings* or *structures* exempted by Part 1 of the *Building Code* except as expressly provided herein, nor to retaining *structures* less than 1.5 meters in height.

6.0 Prohibitions

- 6.1 No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the *occupancy* of any *building* or *structure*, including excavation or other work related to construction unless a *building official* has issued a permit for the work.
- 6.2 No person shall occupy or use any *building* or *structure* unless a final inspection has been performed by a *building official* for the *building* or *structure*, or contrary to the terms of any notice given by a *building official*.
- 6.3 No person shall knowingly submit false or misleading information to a *building official* in relation to any permit application or construction undertaken pursuant to this bylaw.
- 6.4 No person shall, unless authorized in writing by a *building official*, reverse, alter, deface, cover, remove or in any way tamper with any notice, permit or certificate posted upon or affixed to a *building* or *structure* pursuant to this bylaw.
- 6.5 No person shall do any work that is substantially at variance with the accepted design or plans of a *building*, *structure* or other works for which a permit has been issued, unless that variance has been accepted in writing by a *building official*.
- 6.6 No person shall obstruct the entry of a *building official* or other authorized official of the Squamish-Lillooet Regional District on property in the administration of this bylaw.

7.0 Building Officials

7.1 Each building official may:

- 7.1.1 administer this bylaw and prescribe the form of permits, permit applications, orders and notices except to the extent that they are specifically prescribed by this bylaw;
- 7.1.2 keep records of permit applications, permits, notices and orders issued, inspections and tests made, and shall retain copies of all documents related to the administration of this bylaw or microfilm or digital copies of such documents.
- 7.1.3 establish, if requested to do so, whether the methods or types of construction and types of materials used in the construction of a *building* or *structure* for which a permit is sought under this bylaw substantially conform to the requirements of the *Building Code*.

7.2 A building official:

- 7.2.1 may enter any land, *building*, *structure*, or premises at any reasonable time for the purpose of ascertaining that the terms of this bylaw are being observed;
- 7.2.2 where any residence is occupied, shall obtain the consent of the occupant or provide written notice to the occupant 24 hours in advance of entry; and
- 7.2.3 shall carry proper credentials confirming his or her status as a *building official*.

7.3 A *building official* may order the correction of any work that is being or has been done in contravention of this bylaw.

8.0 Application for Permit

8.1 Every person shall apply for and obtain a permit before:

- 8.1.1 constructing, repairing or altering a *building* or *structure*;
- 8.1.2 moving a building or structure;
- 8.1.3 demolishing a *building* or *structure*;
- 8.1.4 constructing, or installing a solid fuel burning appliance, fireplace or chimney;
- 8.1.5 installing or altering a plumbing system, but not including the emergency repair of a plumbing system;
- 8.1.6 installing a fire sprinkler system;

8.1.7 constructing a retaining *structure* greater than 1.5 m in height;

8.1.8 changing the use and *occupancy* of a building.

(Amendment Bylaw 1314- 2014)

8.2 All plans submitted with permit applications shall bear the name and address of the *designer* of the *building* or *structure*.

8.3 Each *building* or *structure* to be constructed on a site requires a separate building permit and shall be assessed a separate building permit fee based on the value of that *building* or *structure* as determined in accordance with Schedule A to this bylaw.

8.4 An application for a permit will be cancelled if: (Amendment Bylaw 1215, 2011)

8.4.1 permit fees are not paid within 6 months from the date of written notification to the *owner* that the permit is ready to be issued, or

8.4.2 after 6 months from the date of written notification the *owner* has not completed the application process such that the permit is issuable.

8.5 When an application is cancelled the plans and related documents submitted with the application may be destroyed. (Amendment Bylaw 1215, 2011)

9.0 Applications for Complex Buildings

9.1 An application for a building permit with respect to a *complex building* shall:

9.1.1 be signed by the *owner* or an agent of the owner authorized in writing, or a signing officer if the *owner* is a corporation, and in the case of property held by tenants in common the signature of each *owner* or their owner authorized in writing is required; (Amendment Bylaw 1215, 2011)

9.1.2 be accompanied by the *owner's* acknowledgement of responsibility and undertakings made in Form 1, signed by the *owner*, or a signing officer if the *owner* is a corporation;

9.1.3 include a site plan showing:

9.1.3.1 the bearing and dimensions of the parcel taken from the registered subdivision plan;

9.1.3.2 the legal description and civic address of the parcel

9.1.3.3 the location and dimensions of all statutory right of way, easements and setback requirements;

- 9.1.3.4 the location and dimensions of all existing and proposed *buildings* or *structures* on the parcel;
- 9.1.3.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse where the Regional District's land use regulations establish siting requirements related to flooding;
- 9.1.3.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of the underside of the floor system of a *building* or *structure* where the Regional District's land use regulations establish siting requirements related to minimum floor elevation; and
- 9.1.3.7 the location, dimension and gradient of parking and driveway access;
- 9.1.4 include floor plans showing the dimensions and uses of all areas: the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; plumbing fixtures; structural elements; and stair dimensions.
- 9.1.5 include a cross section through the *building* or *structure* illustrating foundations, drainage, ceiling heights and construction systems;
- 9.1.6 include elevations of all sides of the *building* or *structure* showing finish details, roof slopes, windows, doors, and finished grade;
- 9.1.7 include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the *building* or *structure* substantially conforms to the *building code*.
- 9.1.8 include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approval;
- 9.1.9 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*.
- 9.1.10 include letters of assurance in the form of Schedule 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*; and
- 9.1.11 include two sets of drawings at a suitable scale of the design prepared by each *registered professional* and including the information set out in section 9.1.4 – 9.1.7 of this bylaw.

- 9.2 The *building official* may waive the requirements for a site plan, in whole or in part, where the permit is sought for the repair or alteration of an existing *building* or *structure*.
- 9.3 In addition to the requirements of section 9.1, the following may be required by a *building official* to be submitted with a building permit application of the construction of a *complex building* where the complexity of the proposed *building* or *structure* or siting circumstances warrant:
- 9.3.1 site service drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a *registered professional*, in accordance with the Regional District's subdivision servicing bylaw.
 - 9.3.2 a section through the site showing grades, *buildings*, *structures*, parking areas and driveways;
 - 9.3.3 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*.

10.0 Applications for Standard Buildings

- 10.1 An application for a building permit with respect to a *standard building* shall;
- 10.1.1 be signed by the *owner*, or a signing officer if the *owner* is a corporation;
 - 10.1.2 be accompanied by the *owner's* acknowledgement of responsibility and undertakings made in Form 1, signed by the *owner*, or a signing officer if the *owner* is a corporation, and in the case of property held by tenants in common the signature of each *owner* is required;
 - 10.1.3 include a site plan showing:
 - 10.1.3.1 the bearing and dimension of the parcel taken from the registered subdivision plan;
 - 10.1.3.2 the legal description and civic address of the parcel;
 - 10.1.3.3 the location and dimensions of all statutory rights of way, easements and setback requirements;
 - 10.1.3.4 the location and dimensions of all existing and proposed *buildings* or *structures* on the parcel;
 - 10.1.3.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse where the Regional District's land use regulations establish siting requirements related to flooding;

- 10.1.3.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of the underside of the floor system of a *building* or *structure* where the Regional District's land use regulations establish siting requirements related to minimum floor elevation; and
- 10.1.3.7 the location, dimension and gradient of parking and driveway access;
- 10.1.4 include floor plans showing the dimensions and uses of all areas: the dimensions and height of crawls and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall and ceiling finishes; plumbing fixtures; structural elements; and stair dimensions.
- 10.1.5 include a cross section through the *building* or *structure* illustrating foundations, drainage, ceiling heights and construction systems;
- 10.1.6 include elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, and finished grade;
- 10.1.7 include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the *building* or *structure* substantially conforms to the *Building Code*;
- 10.1.8 include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approval;
- 10.1.9 in the case of a building with a building area in excess of 250 square metres, 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 Schedule B-1 and B-2 as referred to in section 2.6 of Part 2 of the *Building Code*, signed by the *registered professional*; and
- 10.1.10 include two sets of drawings at a suitable scale of the design including the information set out in sections 10.1.4 – 10.1.7 and 10.1.9 of this bylaw.
- 10.2 The *building official* may waive the requirements for a site plan, in whole or in part, where the permit is sought for the repair or alteration of an existing *building* or *structure*.
- 10.3 The *building official* may require that a site plan under section 10.1.3 be prepared by a B.C. Land Surveyor or a certified member of the Applied Science Technologists and Technicians of British Columbia who is registered in site improvement surveys where the *building official* considers it necessary to confirm the siting of a proposed *building*.

(Amendment Bylaw 1316- 2014)

- 10.4 The requirements of section 10.1.9 may be waived by a *building official* in circumstances where the *building official* has required a professional engineer's report pursuant to the *Community Charter* and the building permit is issued in accordance with section 56 of the *Community Charter*.
- 10.5 The requirements of section 10.1.9 may be waived by a *building official* if documentation, prepared and sealed by a *registered professional*, is provided assuring that the foundation design substantially complies with section 9.4.4 of Part 9 of the *Building Code* and the foundation excavation substantially complies with section 9.12 of Part 9 of the *Building Code*.
- 10.6 In addition to the requirements of section 10.1, the following may be required by a *building official* to be submitted with a building permit application for the construction of a *standard building* where the project involves two or more *buildings*, which in the aggregate total more than 1000 square meters, or two or more *buildings* that will contain four or more dwelling units, or otherwise where the complexity of the proposed *building* or *structure* or siting circumstances warrant:
- 10.6.1 site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a *registered professional*, in accordance with the Regional District's subdivision servicing bylaw.
- 10.6.2 a section through the site showing grades, *building*, *structures*, parking areas and driveways;
- 10.6.3 a roof plan and roof height calculations;
- 10.6.4 structural, electrical, mechanical or fire suppression drawings prepared and sealed by a *registered professional*;
- 10.6.5 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*;
- 10.6.6 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*.

11.0 Professional Plan Certification

- 11.1 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 sections 9.1.10, 10.1.9, 10.6.5 and 15.1 of this bylaw are relied upon by the Squamish-Lillooet 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.

- 11.2 A building permit issued for the construction of a *complex building*, or for a *standard building* for which a *building official* required professional design pursuant to section 10.6.4 and letters of assurance pursuant to section 10.6.5 of 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.
- 11.3 When a building permit is issued in accordance with section 11.2 of this bylaw the permit fee shall be reduced by 5% of the fees payable pursuant to Schedule A to this bylaw.

11.0A Application for Third Party Processing

- 11.0A.1 Where the applicant elects to pay a Third Party Processing Fee in addition to the application fee in Schedule A to this bylaw, the Squamish-Lillooet Regional District may arrange for and contract with a qualified third party to undertake building permit compliance checking on behalf of the regional district.
- 11.0A.2 The Third Party Processing Fee shall be based on the actual cost of code analysis and plan checking consulting services required by the SLRD.
- 11.0A.3 A deposit in the amount of \$2000 per building permit shall be deposited into an SLRD reserve account to cover the cost of performing code analysis and plan checking in conjunction with a building permit application.
- 11.0A.4 Any unexpended deposit money under section 11.0A.3 shall be refunded to the applicant within 30 days of issuance of the building permit and any costs in excess of \$2,000 shall be payable prior to the issuance of a building permit.
- 11.0A.5 When a building permit application is processed in accordance with Part *11.0A* of this bylaw the permit fee shall be reduced by 5% of the fees payable pursuant to Schedule A to this bylaw.
(Amendment Bylaw 1013, 2006)

12.0 Fees and Charges

- 12.1 In addition to applicable fees and charges required under other bylaws, a permit fee, calculated in accordance with Schedule A to this bylaw, shall be paid in full prior to issuance of any permit under this bylaw.
- 12.2 The *owner* may obtain a refund of the permit fees set out in Schedule A to this bylaw when a permit is surrendered and cancelled before any construction begins.
- 12.3 Where, due to non-compliance with this bylaw, more than two inspections are necessary when one inspection is normally required, for each inspection after the second inspection, a re-inspection charge as set out in Schedule A to this bylaw shall be paid prior to additional inspections being performed.

12.4 For a required permit inspection requested to be done after the hours during which the offices of Regional District are normally open, an inspection charge shall be payable based on the time actually spent making such inspection, including travel time, as set out in Schedule A to this bylaw.

12.5 A non-refundable application processing fee in the amount specified in Schedule A to this bylaw shall be paid at the time an application for a building permit is submitted.

(Amendment Bylaw 1013, 2006)

12.6 The non-refundable application processing fee in the amount specified in Schedule A to this bylaw shall be credited to the applicable building permit fee.

(Amendment Bylaw 1215, 2011)

12.7 When a building permit has been issued and is active with respect to a parcel of land and the registered ownership of the land is transferred, the new *owner* may obtain a revised building permit issued in the name of that *owner*, upon payment of a transfer fee, in accordance with Schedule A to this bylaw, and a signed application form and Form 1. The transferred building permit shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date.

(Amendment Bylaw 1215, 2011)

(Amendment Bylaw 1340- 2014)

12.8 Where the Regional District has caused a notice to be filed on the title of a property in accordance with Section 57 of the Community Charter, the notice may be removed in accordance with Section 58 provided the owner has remedied the contravention and paid a title notice removal fee in accordance with Schedule A to this bylaw.

(Amendment Bylaw 1215, 2011)

(Amendment Bylaw 1340-2014)

12.9 A non-refundable Title Search Fee in the amount specified in Schedule A to this bylaw shall be paid at the time an application for a permit is submitted.

(Amendment Bylaw 1340-2014)

13.0 Building Permits

13.1 When:

13.1.1 a completed application including all required supporting documentation has been submitted;

13.1.2 the proposed work set out in the application substantially conforms with the *Building Code*, this bylaw and all other applicable bylaws; and

- 13.1.3 the *owner* or his or her representative has paid all charges and met all requirements imposed by this and any other applicable bylaw;
- 13.1.4 a *building official* shall issue the permit for which the application is made.
- 13.2 When the application is in respect of a *building* that includes, or will include, a *residential occupancy*, the building permit must not be issued unless the *owner* provides evidence pursuant to the *Homeowner Protection Act* that:
 - 13.2.1 the proposed *building* is covered by home warranty insurance, and
 - 13.2.2 the *constructor* is a licensed residential builder.
- 13.3 Section 13.2 of this bylaw does not apply if the *owner* is not required to be licensed and to obtain home warranty insurance in accordance with the *Homeowner Protection Act*.
- 13.4 Every permit, including any permit renewed under sections 13.6 and 13.7, is issued upon the condition that the permit shall expire and the rights of the *owner* under the permit shall terminate if:
 - 13.4.1 the work authorized by the permit is not commenced within 12 months from the date of issuance of the permit; or
 - 13.4.2 work is discontinued for a period of 12 months;
 - 13.4.3 and in any event the permit shall expire two years after its date of issuance.
- 13.5 A *building official* may extend the period of time set out under sections 13.4.1 and 13.4.2 where construction has not been commenced or where construction has been discontinued due to adverse weather, strikes, material or labour shortages, or similar hardship beyond the *owner's* control.
- 13.6 A *building official* may renew a building permit for additional two year terms upon payment of the fee set out in Schedule A to this bylaw, if the renewal application is made before the permit expiry date.

(Amendment Bylaw 1215, 2011)

(Amendment Bylaw 1340-2014)
- 13.7 A *building official* may reactivate a building permit that has expired upon payment the permit fee set out in Schedule A to this bylaw, if the reactivation application is made not more than 60 days after the permit expiry date.

(Amendment Bylaw 1215,2011)

(Amendment Bylaw 1340-2014)
- 13.8 Despite section 13.4.3 and 13.7, where a building permit was issued for a standard building, and inspections and approvals were completed up to and including the inspection referred to in section 17.3.8 of this bylaw, a *building official* may renew

that building permit regardless of the amount of time that has elapsed since its initial expiry date and regardless of changes to the Building Code since that date, for the limited purpose of conducting a final inspection of work authorized by the permit in accordance with the Building Code in place at the time the permit was issued, upon the payment of reactivation fee set out in Schedule A to this bylaw. A final inspection conducted pursuant to this section shall clearly state: “Final inspection is limited to visible health and safety aspects of the work authorized in the permit pursuant to the Building Code in effect on that date, and does not indicate compliance with or approval of the building with respect to current Building Code requirements.”

(Amendment Bylaw 1215, 2011)

(Amendment Bylaw 1340-2014)

- 13.9 A *building official* may issue a building permit for a portion of a *building* or *structure* before the design, plans and specifications for the entire *building* or *structure* have been accepted, provided sufficient information has been provided to the Regional District to demonstrate to the *building official* that the portion authorized to be constructed substantially complies with this and other applicable bylaws and the permit fee applicable to that portion of the *building* or *structure* has been paid. The issuance of the permit notwithstanding, the requirements of this bylaw apply to the remainder of the *building* or *structure* as if the permit for the portion of the *building* or *structure* had not been issued.

(Amendment Bylaw 1215, 2011)

14.0 Disclaimer of Warranty or Representation

- 14.1 Neither the issuance of a permit under this bylaw, the review and acceptance of the design, drawings, plans or specifications, nor inspections made by a *building official*, shall constitute a representation or warranty that the *Building code* or this bylaw have been complied with or the *building* or *structure* meets any standard of materials or 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.

15.0 Professional Design and Field Review

- 15.1 When a *building official* considers that the site conditions, size or complexity of a development or an aspect of a development warrant, he or she may require a *registered professional* to provide design and plan certification and *field review* 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*.
- 15.2 Prior to the issuance of an occupancy permit for a *complex building*, or *standard building* in circumstances where letters of assurance have been required in accordance with section 10.1.9, 10.6.5 or 15.1 of 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*.

- 15.3 When a *registered professional* provides letters of assurance in accordance with sections 9.1.9, 10.1.9, 10.6.5, 15.1 or 15.2 of this bylaw, he or she shall also provide proof of professional liability insurance to the *building official* in Form 2.
- 15.4 In addition to the authority of a building inspector under section 15.1, an *owner* may elect to have professional design and field review performed in accordance with sections 15.1 to 15.3. (Amendment Bylaw 1013, 2006)

16.0 Responsibilities of the Owner

- 16.1 Every *owner* shall ensure that all construction complies with the *Building Code*, this bylaw and other applicable enactments respecting safety.
- 16.2 Every *owner* to whom a permit is issued shall be responsible for the cost of repair of any damage to Regional District works that occurs in the course of the work authorized by the permit, and shall deposit with the Regional District security in the form of cash or an irrevocable, unconditional letter of credit in the amount of \$1000, which the Regional District may use to repair or replace any works damaged in the course of the work authorized by the permit, and any portion of which is not required for that purpose the Regional District shall return to the person who provided it without interest.
- 16.3 Every *owner* to whom a permit is issued shall during construction:
- 16.3.1 post and maintain the permit in a conspicuous place on the property in respect of which the permit was issued;
- 16.3.2 keep a copy of the accepted designs, plans and specifications on the property; and
- 16.3.3 post the civic address of the property in a location visible from any adjoining streets.
- 16.3.4 Prior to the placing of concrete in forms for the foundations for a *building* or *structure* a *building official* may require that the location of the forms in relation to Land Title Office plans and B.C. Land Surveyor (BCLS) monuments, property lines, easements or right of ways be established by a BCLS or a certified member of the Applied Science Technologists and Technicians of British Columbia who is registered in site improvement surveys. (Amendment Bylaw 1316- 2014)
- 16.3.5 Prior to the occupancy of a *building* or *structure* a *building official* may require that the location of the foundations in relation to Land Title Office plans and BCLS monuments, property lines, easements, or right of ways, be established by a BCLS or a certified member of the Applied Science Technologists and Technicians of British Columbia who is registered in site improvement surveys.

(Amendment Bylaw 1316- 2014)

16.3.6 The site improvement surveys required in sections 16.3.4 and 16.3.5 of this bylaw shall show:

16.3.6.1 the shortest distances from the outer surfaces of the foundations of the *building* or *structure* on the property to the adjacent property lines, easements, or right of ways; and

16.3.6.2 the elevation of the top of foundation pour strip(s).

(Amendment Bylaw 1316-2014)

17.0 Inspections

- 17.1 When a *registered professional* provides letters of assurance in accordance with sections 9.1.9, 10.1.9, 10.6.5, 15.1 or 15.2 of this bylaw, the Regional District will rely solely on *field reviews* undertaken by the *registered professional* and the letters of assurance submitted pursuant to section 15.2 of this bylaw as assurance that the construction substantially conforms to the design and that the construction substantially complies with the *Building Code*, this bylaw and other applicable enactments respecting safety; and 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 professionals*.
- 17.2 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*, this bylaw and any other applicable enactment concerning safety.
- 17.3 The *owner* or his or her representative shall give at least 24 hours notice to the Regional District when requesting an inspection of the construction of a *standard building* and shall obtain an inspection and receive a *building official's* acceptance of the following aspects of the work prior to concealing it:
- 17.3.1 after the forms for footings and foundations are complete, prior to the placing of concrete;
- 17.3.2 installation of perimeter drain tiles and damp proofing, prior to backfilling;
- 17.3.3 installation of building drains and sanitary and storm sewers prior to backfilling, and if the *building official* requires it such installations shall be retested after the completion of backfilling and grading by heavy equipment;
- 17.3.4 rough-in of factory built chimneys and fireplaces and solid fuel burning appliances, in the case of masonry fireplaces when the smoke shelf is complete and the first two flue liners have been installed;

- 17.3.5 when the framing and sheathing are complete, including any fire stopping, bracing, chimney and duct work, plumbing, gas venting, and wiring, but before the installation of any insulation, lath, or other interior or exterior finish;
- 17.3.6 installation of 6 mil polythene over compacted granular base (and R12 rigid insulation for radiant heated slabs), but prior to placement of concrete slabs or skim coats;
- 17.3.7 installation and pressure testing of all building plumbing systems prior to cover;
- 17.3.8 insulation and vapour barrier prior to wall or ceiling cover;
- 17.3.9 when 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*.
- 17.4 If any aspect of the work referred in section 17.3 of this bylaw is concealed prior to a *building official* accepting it in writing, the *building official* may order that it be uncovered at the *owner's* expense to permit an inspection.
- 17.5 The requirements of section 17.3 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 sections 9.1.9, 10.1.9, 10.6.5, 15.1 or 15.2 of this bylaw.

18.0 Final Inspections and Occupancy

- 18.1 No person shall occupy a *standard building* in respect of which a building permit has been issued until the final inspection referred to in section 17.3.9 has been performed.
- 18.2 A final inspection shall not be performed unless:
 - 18.2.1 all letters of assurance have been submitted when required in accordance with sections 9.1.9, 10.1.9, 10.6.5, 15.1 and 15.2 of this bylaw; and
 - 18.2.2 all aspects of the work requiring inspection and acceptance pursuant to section 17.3 of this bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with section 17.5 of this bylaw.
- 18.3 A *building official* may perform a final inspection of 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 section 18.2 of this bylaw have been met with respect to it.
- 18.4 No person shall occupy a *complex building* in respect of which a building permit has been issued, unless all letters of assurance have been submitted when required in accordance with sections 9.1.9, 10.1.9, 10.6.5, 15.1 and 15.2 of this bylaw.

19.0 Climatic and Seismic Data

- 19.1 The Climatic Data for the design of a building or structure in the Squamish-Lillooet Regional District shall be determined by Schedule B as adopted by this bylaw.
- 19.2 The owner shall pay the fee as set out in Schedule A to this bylaw for obtaining the Climatic Data from Environment Canada if the proposed building or structure is located in an area of the Squamish-Lillooet Regional District where Climatic Data is not documented in Schedule B.

(Amendment Bylaw 1179, 2010)

(Amendment Bylaw 1340-2014)

20.0 Special Provisions

20.1 Retaining Structures

- 20.1.1 A *registered professional* shall undertake the design and conduct *field reviews* of the construction of a retaining structure greater than 1.5 meters in height. Sealed copies of the design plan and *field review* reports prepared by the *registered professional* for all retaining structures greater than 1.5 meters in height shall be submitted to a *building official* prior to acceptance of the works.

20.2 Fences around Swimming Pools

- 20.2.1 Outdoor private *swimming pools* existing or prospective shall be enclosed by fencing or an equivalent barrier conforming to the following specifications:
- be a minimum of 1.2 meters in height,
 - be designed to not facilitate climbing,
 - not have any opening greater than 100 millimetres in their least dimension, and
 - except as permitted in Section 20.2.1 e), access to the pool, other than through a building, shall be equipped with a self-closing gate or door designed to return to a locked position when not in use and secured by a spring lock located on the top and inside of the gate and fence.
 - a gate greater than 1.5 meters in width, provided for the purposes of vehicle access, that is normally kept in a closed and locked position, need not comply with Section 20.2.1 d).
- 20.2.2 Notwithstanding Section 20.2.1, existing fences for *swimming pools* that existed prior to the adoption of this bylaw are exempt from the regulations of this bylaw.
- 20.2.3 Notwithstanding Section 20.2.1, *swimming pools* that existed prior to the adoption of this bylaw, shall have until October 31, 2015 as a phase in period, to comply with this bylaw.

- 20.2.4 No person shall erect, add to, or replace, any fence or gate required by the bylaw except under written permit.
- 20.2.5 An application for a permit shall include: the application form, Form 1, the pool fencing permit fee, and two copies of the site plan, drawn to scale, showing the property lines, all building locations, distances from the pool to property lines, and the fence and gate locations.
- 20.2.6 A *swimming pool* shall not be filled with water until a pool fencing permit has been satisfactorily completed.
- 20.2.7 The pool fencing permit fee shall be doubled for persons that have been given written notice to comply with this bylaw, and fail to do so within 14 days.

(Amendment Bylaw 1339-2014)

21.0 Penalties and Enforcement

- 21.1 Any person who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention of this bylaw, or who refuses, or omits or neglects to fulfill, observe, carry out or perform any duty or obligation imposed by this bylaw, is guilty of an offence and
- (a) pursuant to the *Local Government Act* or the *Offence Act* or both shall be liable on summary conviction to:
 - (i) a fine not exceeding two thousand dollars (\$2,000.00), imprisonment of not more than 6 months, or both,
 - (ii) the costs of prosecution, and
 - (iii) any other penalty or remedy imposed or permissible pursuant to an enactment;
 - (b) the penalties and remedies imposed under subsection (a) shall be in addition to and not in substitution for any other penalty or remedy imposed by or permissible under this bylaw or any other enactment; and
 - (c) each day that a violation is caused or allowed to continue constitutes a separate offence under this bylaw.
- (Amendment Bylaw 1317, 2014)
- 21.2 Every person who fails to comply with any order or notice issued by a *building official*, or who allows a violation of this bylaw to continue, contravenes this bylaw.
- 21.3 A *building official* may order the cessation of any work that is proceeding in contravention of the *Building Code* or this bylaw by posting a Stop Work notice.
- 21.4 The *owner* of property on which a Stop Work notice has been posted, and every other person, shall cease all construction work immediately and shall not do any work until all applicable provisions of this bylaw have been substantially complied with and the Stop Work notice has been rescinded in writing by a *building official*.

- 21.5 Where a person occupies a *building* or *structure* or part of a *building* or *structure* in contravention of section 6.2 of this bylaw a *building official* may post a Do Not Occupy notice on the affected part of the *building* or *structure*.
- 21.6 The *owner* of property on which a Do Not Occupy notice has been posted, and every person, shall cease *occupancy* of the *building* or *structure* immediately and shall refrain from further *occupancy* until all applicable provisions of the *Building Code* and this bylaw have been substantially complied with and the Do Not Occupy notice has been rescinded in writing by a *building official*.
- 21.7 Every *owner* who commences work or permits any person to commence work requiring a *building* permit in accordance with this bylaw without first obtaining such permit shall, if a Stop Work notice has been issued by a *building official*, pay double the permit fee set out in Schedule A to this bylaw, provided that the additional fee shall not exceed \$2,000.00. (Amendment Bylaw 1215, 2011)

22.0 Severability

- 22.1 The provisions of this bylaw are severable and the invalidity of any part of this bylaw shall not affect the validity of the remainder of this bylaw.

23.0 Forms and Schedules

- 23.1 Forms 1 and 2 and Schedules A and B to this bylaw form a part of this bylaw.

(Amendment Bylaw 1215, 2011)

24.0 Repeal

- 24.1 Squamish-Lillooet Regional District Building Bylaw No. 572, 1995 is repealed.

READ A FIRST TIME this 28th day of February, 2005.

READ A SECOND TIME this 28th day of February, 2005.

READ A THIRD TIME this 28th day of February, 2005.

ADOPTED this 28th day of February, 2005.

John D. Turner
Chair

Paul R. Edgington
Secretary

I hereby certify the foregoing to be a true and correct copy of By-law No.863 cited as "Squamish-Lillooet Regional District Building Bylaw No. 863-2003" as adopted February 28, 2005.

Allison Macdonald
Deputy Secretary

FORM 1

Acknowledgements of Owner

I acknowledge that the owner of the land in respect of which this permit is issued is solely responsible for carrying out the work authorized by this permit in accordance with the Building Code and other applicable laws respecting safety, including the requirements of the Building Code in relation to soil conditions for building foundations.

I acknowledge that the owner of the land is also solely responsible for determining whether the work authorized by this permit contravenes any covenant, easement, right of way, building scheme or other restriction affecting the building site, and whether the work requires the involvement of an architect under the *Architects Act* or an engineer or geoscientist under the *Engineers and Geoscientists Act*.

I acknowledge that the Squamish-Lillooet Regional District provides a limited monitoring service in relation to building construction and does not, by accepting or reviewing plans, inspecting construction, monitoring the inspection of construction by others, or issuing building or occupancy permits, make any representation or give any assurance that the construction authorized by this permit complies in every or any respect with the Building Code or any other applicable laws respecting safety.

If the Squamish-Lillooet Regional District has so indicated on this permit, I acknowledge that the Regional District has issued the permit in reliance on the certification of a registered professional, engaged by me to provide such a certification, that the plans for the work authorized by the permit comply with the Building Code and other applicable enactments, and that the fee for the permit has been accordingly reduced. I acknowledge that the Squamish-Lillooet Regional District, by issuing this permit or any occupancy permit, makes no representations to me or any other person as to any such compliance.

Name of Registered Owner (print)

Signature of Registered Owner (or Authorized Signatory of Corporation)

Date of Acknowledgement

FORM 2

Registered Professional's Proof of Insurance

Squamish-Lillooet Regional District
Box 219 / 1350 Aster Street
Pemberton, B.C. V0N 2L0
Attention: Building Inspector

Re: _____ [address or location of project]

This is to confirm that the undersigned registered professional is insured by a policy of insurance covering liability to third parties for errors and omissions in the provision of professional services in respect of the captioned project, a certificate of which insurance is attached.

The undersigned will notify both the Building Inspector and the owner who has engaged the undersigned to provide professional services in respect of the captioned project, in writing, of any termination of or change in the terms of the coverage provided by the policy, immediately upon being informed of or becoming aware of such termination or change.

Signature of Registered Professional

[affix seal]

Name of Firm

SCHEDULE A

Permit Fees

1.	All Permits (unless otherwise stated):	
	(a) For \$0.00 to \$10,000 of the estimated value of work covered by the permit (minimum cost applicable to each permit)	\$ 200.00
	Plus for each \$1,000 or fraction thereof of the estimated value of work covered by the permit, in excess of \$10,000 up to \$200,000	\$ 10.50
	Plus for each \$1,000 or fraction thereof of the estimated value of work in excess of \$200,000	\$ 8.40
	(b) For the purpose of determining the estimated value of work for which the permit is issued, the estimated value of work shall be the greater of the contract price of the work and the amount determined by the Building Official on the basis of plans, specifications and information available, whichever value shall be greater.	
	(c) Reinspection of faulty work or work not ready when inspection called for (in excess of two inspections for each required inspection):	
	(i) Inspection carried out the next time the Inspector is in the area	\$ 55.00
	(ii) Inspection requiring special trip to the area	\$ 150.00
	(d) Renewal fee for permit renewal under section 13.6	\$ 210.00
	(e) Reactivation fee under section 13.7 for expired permits	\$ 210.00
	(f) Reactivation fee under section 13.8 for permits expired for more than 60 days	\$ 500.00
	(g) Transfer of ownership fee	\$ 500.00
	(h) Title Notice removal fee	\$ 200.00
2.	For the moving of a building including a mobile or modular home	\$ 425.00
3.	Fences around swimming pools	\$ 200.00
4.	Solid Fuel Burning Appliances	\$ 200.00
5.	Demolition	\$ 200.00

6.	Climatic Data fee (non-refundable)	\$ 250.00
7.	Plumbing Permit Fee:	
	(a) Basic plumbing permit fee – includes 1 fixture (minimum fee)	\$ 200.00
	(b) Plus a fee for each plumbing fixture in excess of 1 (each trap, roof drain, floor drain, yard or parking lot drain, hot water tank, hose bib)	\$ 15.00
	(c) Plus a fee for each type of plumbing service: water service, storm sewer, sanitary sewer	\$ 40.00
8.	Fire Sprinkler Fee	
	(a) Basic fire sprinkler fee	\$ 50.00
	Plus \$2.00 per fire sprinkler head	
10.	Application Processing Fee (non-refundable) – credited to the applicable permit fee:	
	(a) For a new single family dwelling or permit applications with a construction value in excess of \$200,000	\$1,000.00
	(b) For all other permit applications	\$ 200.00
11.	Title Search fee (non-refundable) – applicable to all permits	\$ 30.00

(Amendment Bylaw 1377, 2015)