

SECHELT INDIAN GOVERNMENT DISTRICT (SIGD)

Building Bylaw No. 2017.09

Table of Contents

Building Bylaw No. 2017.09.....	1
Table of Contents	1
Part 1 – ADOPTION OF BUILDING CODE	5
1.1 Title.....	5
1.2 Adoption of BC Building Code	5
The British Columbia Building Code 2012, as amended or replaced from time to time, is adopted as a law of the Sechelt Indian Government District.	5
1.3 Definitions.....	5
(i) assembly occupancies,.....	6
(i) residential occupancies,	6
(a) residential occupancies,	7
1.4 Purpose of Bylaw.....	7
1.5 Permit Conditions	8
1.6 Scope and Exemptions.....	9
1.7 Disclaimer of Warranty or Representation	9
Part 2 – PROHIBITIONS.....	10
Part 3 – BUILDING OFFICIALS	11
3.2 A Building Official:	11
Part 4 – APPLICATIONS.....	11
Part 5 – APPLICATIONS FOR COMPLEX BUILDINGS.....	12
Part 6 – APPLICATIONS FOR STANDARD BUILDINGS	14
Part 7 – PROFESSIONAL PLAN CERTIFICATION	16
Part 8 – FEES AND CHARGES	16
Part 9 – BUILDING PERMITS.....	17
Part 10 – PROFESSIONAL DESIGN AND FIELD REVIEW.....	18
Part 11 – RESPONSIBILITIES OF THE OWNER	19
Part 12 – PERMITS FOR TEMPORARY BUILDINGS.....	20
12.1 Subject to the laws of the <i>SIGD</i> and orders by the <i>SIGD</i> Council, the <i>Building Official</i> may issue a permit for the erection or placement of a temporary <i>building</i> or	

structure or travel trailer if;.....	20
Zoning Bylaw.	20
12.2 The application for a <i>building permit</i> for the erection or placement of a temporary <i>building</i> or <i>structure</i> shall be made in the form prescribed by the <i>Building Official</i> , signed by the <i>Owner</i> , a signing officer if the owner is a corporation, or an Agent of the owner who has been authorized in writing by the owner, and accompanied by: . 20	
building or structure; and	20
12.3	20
12.4 The <i>building permit</i> for a temporary building may be extended up to four times for a maximum of five years in total provided that:	20
12.5 The <i>permit fee</i> for a <i>temporary building</i> shall be accompanied by a security deposit in the amount set out in Schedule B to;	21
12.6 Upon satisfactory completion of the requirements contained in Section 12.5, the required security deposit shall be refunded.	21
12.7 If default is made of any of the requirements contained in Section 12.5 or the use of the temporary building continues after the expiration of the permit without the permit having been extended and an extension fee paid, the security deposit shall be forfeited to the <i>SIGD</i> , within 60 days of the default or permit expiration date.	21
Part 13 – SWIMMING POOLS	21
13.1 A <i>registered professional</i> shall undertake the design and conduct field reviews of the construction of any reinforced concrete <i>Swimming Pool</i> . Letters of assurance in the form of Schedules B and C-B referred to in Part 2 of Division C of the <i>Building Code</i> must be submitted.	21
13.2 Access shall be provided around a minimum of 50% the perimeter of all <i>Swimming Pools</i> , including those within a building, by means of an apron or walkway not less than 762mm in width and not more than 450mm above the water level of the <i>Swimming Pool</i> . The apron or walkway shall be designed such that there is a complete view of the pool from any point on the apron or walkway. The walkway or apron shall have no obstructions other than ladders, slides, diving boards or other such devices as approved by the <i>Building Official</i> and the apron or walkway shall be readily accessible to those using the <i>Swimming Pool</i>	21
13.3 The interior of every <i>Swimming Pool</i> must be constructed of, or painted with, a material that is light in colour or have a filtering system that ensures absolute visual clarity of the pool water at all times.....	21
13.4 A <i>Swimming Pool</i> shall be enclosed within a continuous non-climbable fence, building or combination of both or other vertical barrier having a minimum height of 1.5m and have no openings greater than 100mm at their greatest dimension, or have installed a power safety cover approved by the <i>Building Official</i>	21
13.5 Access through a fence or other vertical barrier enclosing a <i>Swimming Pool</i> shall be only through a self-closing gate or door designed so as to cause the gate or door to return to a closed locked position when not in use and secured by:.....	21

Part 14	– DEMOLITION PERMITS.....	22
Part 15	– MOVING BUILDINGS AND STRUCTURES ONTO A NEW FOUNDATION 22	
Part 16	– INSPECTIONS	24
Part 17	– RETAINING STRUCTURES.....	26
Part 18	– FIRE SPRINKLER SYSTEMS	26
Part 19	– CLIMATIC DATA	26
Part 20	– BUILDING SAFETY AND PROTECTION OF SIGD PROPERTY.....	27
20.1	No person shall occupy a building pursuant to a lease, permit or other agreement unless he or she fully complies with the terms and conditions thereof.	27
20.2	No person having authority in the construction, reconstruction, demolition, alteration, removal, relocation or occupancy of a <i>building</i> shall cause, allow or maintain any unsafe condition.	27
20.3	No person shall excavate or undertake work on, over or under SIGD property or erect or place any construction or work or store any materials thereon, without approval having first been obtained from the <i>Director of Public Works</i>	27
20.4	Every <i>owner</i> is responsible for the cost to repair any damage to SIGD property or works that may occur as a result of undertaking work for which a permit was required under this law.	27
20.5	Every <i>owner</i> shall maintain his or her <i>building</i> in a good tenable state of repair. 27	
20.6	Every <i>owner</i> , when a <i>building</i> or part thereof is in an unsafe condition, shall forthwith take all action necessary to put the building in a safe condition.....	27
20.7	The <i>Director of Public Works</i> may issue an order to the <i>Owner</i> to correct an unsafe condition observed in any <i>building</i>	27
20.8	The <i>Director of Public Works</i> may issue an order to the <i>Owner</i> to repair his or her <i>building</i> where the Director is not satisfied that the <i>building</i> is being kept in a good and tenable state of repair.....	27
20.9	The <i>Director of Public Works</i> may order the removal of any unauthorized encroachment on SIGD property.....	28
20.10	The <i>District Council</i> may order the removal of any <i>building</i> or part thereof constructed in contravention of this Bylaw.	28
20.11	The <i>Director of Public Works</i> may, when in his or her opinion any <i>building</i> , construction, excavation or part thereof is in an unsafe condition as a result of being open or unguarded, or because of danger of fire or risk of accident, and when due notice to correct such condition has not been complied with, make safe such condition at the expense of the <i>owner</i> and the cost for so doing may be charged to the <i>owner</i> ... 28	
20.12	The <i>Director of Public Works</i> , at his or her discretion, when immediate measures must be taken to correct an imminent danger of fire or risk of accident, may take appropriate action, without notice and at the expense of the <i>owner</i>	28

20.13 Every construction site shall be maintained free of loose or blowing debris and shall be subject to a continuous and effective program of dust control during the various phases of construction. The *Director of Public Works* may require, as a condition of issuance of the building permit, that security in a form acceptable to the *District Council* and in an amount acceptable to the Director be provided to guarantee compliance with this clause. In the event that conditions contained herein are violated, the Director may draw upon the security for the purpose of effecting adequate maintenance of the site. In the event the security is not sufficient to provide continuous maintenance of dust and debris until construction is finalized, the *District Council* or its appointed agents may enter onto the site and take whatever actions are required to resolve the matter, and charge the cost directly to the *owner*. The costs incurred shall be due and payable upon notice served by the *District Council* on the *owner*. 28

20.14 An appeal against a decision of the *Director of Public Works* lies with the *District Council*. 28

20.15 An appeal against a decision of the *Director of Public Works* may be submitted in writing to the *District Council* by any *owner* or agent who feels adversely affected by a decision of the Director. 28

20.16 The appellant shall file with the *District Council* a statement in such detail as will enable the *District Council* to properly consider the appeal, setting out the nature and subject matter of the appeal, the address of the building affected by the appeal, and the sections of this law affected by the appeal. 28

20.17 An appeal to the *District Council* shall be heard at the next regular *District Council* meeting at which the appellant may be present. 28

20.18 The *District Council* may concur with, reverse or modify the decision and shall render its decision within seven days. This decision shall be final. 29

Part 21 – PENALTIES AND ENFORCEMENT 29

Part 22 – MISCELLANEOUS 30

22.2 Sechelt Indian Government District Building Law No. 3 is repealed. 30

22.3 Schedules A, B, D, E, & F are attached hereto and form a part of this law. ... 30

SCHEDULE A APPLICATION PROCESSING FEE 31

SCHEDULE B BUILDING PERMIT FEES 32

SCHEDULE C 34

SCHEDULE D 36

OWNERS RESPONSIBILITIES 36

SCHEDULE E 38

**Sechelt Indian Government District
Building Bylaw No. 2017.09**

WHEREAS the Sechelt Indian Band Council may under s. 14(1)(d) of the *Sechelt Indian Band Self-Government Act* (Canada) make Bylaws in relation to the use, construction, maintenance, repair and demolition of buildings and structures on Sechelt lands;

AND WHEREAS the Governor in Council has, pursuant to s. 21(2) of the Act, transferred the powers of the Band Council under s. 14(1)(d) to the Sechelt Indian Government District;

AND WHEREAS the Province of British Columbia has adopted the British Columbia Building Code 2012 including Book I (General) and Book II (Plumbing Systems) pursuant to the ***Building Act*** (British Columbia) as 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 application and administration of the building code on Sechelt lands;

NOW THEREFORE the Council of the Sechelt Indian Government District, in open meeting assembled, enacts as follows:

Part 1 – ADOPTION OF BUILDING CODE

1.1 Title

This law may be cited for all purposes as the “Sechelt Indian Government District Building Bylaw No. 2017.09”

1.2 Adoption of BC Building Code

The British Columbia Building Code 2012, as amended or replaced from time to time, is adopted as a law of the Sechelt Indian Government District.

1.3 Definitions

In this Bylaw:

The following words and terms have the meanings set out in Division A, Section 1.4 of the Building Code: ***assembly occupancy, building, building area, building height, business and personal services occupancy, care occupancy, constructor, coordinating registered professional, designer, detention occupancy, field review, high hazard industrial occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, mercantile occupancy, medium hazard industrial occupancy, occupancy, registered professional, and residential occupancy.***

Agent means a person, representing the Owner, by authorization in writing and includes a hired tradesman or contractor who may be granted permits for work within the limitations of his or her license.

Council means the Council of Sechelt Indian Government District.

Building Code means the building code adopted pursuant to Section 1.2 of this Bylaw.

Building Official includes the Chief Building Inspector or his/her designate, Building Inspectors, Plan Checkers and Compliance Officers employed by SIGD or by a British Columbia local government with which SIGD has contracted for the administration of this law and the Building Code.

Complex Building means:

- (a) all **buildings** used for **major occupancies** classified as
 - (i) **assembly occupancies,**
 - (ii) **care occupancies or detention occupancies,**
 - (iii) **high hazard industrial occupancies,** and
- (b) all **buildings** exceeding 600 square meters in **building area** or exceeding three stories 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.**

Director of Public Works means the person appointed by the Council to the position of Director of Public Works for the Sechelt Indian Government District.

Health and safety aspects of the work means design and construction regulated by Part 3, Part 4, and Division B - Part 9 of the **Building Code**

Manager means the person appointed by the Council to the position of Manager of the Sechelt Indian Government District.

Manufactured Home means a mobile home, labelled CSA Z240 MH Series or a modular home labelled CSA A277.

Owner means any person, firm or corporation controlling the property under construction during the period of application of Section 1.2.1.2. of the Building

Code.

SIGD means the area subject to the jurisdiction of the Sechelt Indian Government District established by the *Sechelt Indian Band Self-Government Act* (Canada), comprising Lands 1 to 28, including 6A, 12A, 19A, 20A and 21A.

Standard building means a **building** of three stories 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 a construction or portion thereof of any kind, whether fixed to, supported by or sunk into land or water, but specifically excludes landscaping, flag poles, fences not exceeding 2.0 meters in height, patios, paving and retaining structures less than 1.2 meters in height.

Swimming Pool means a structure located wholly or principally in the ground used or intended to be used for swimming, bathing, wading or diving and having a surface area exceeding 15 square metres or a depth exceeding 0.6 meters.

Temporary buildings means buildings intended to be used on a property for a maximum period of five years or less that do not have a permanent foundation.

Value of Building Construction means the completed **building** value of all **construction** or **work** related to the **building** including finishes, roofing, electrical, plumbing, heating, air conditioning, fire extinguishing systems, elevators and any other building service equipment and materials, the current monetary worth of all plans and specifications, labour and fees for design, testing, consulting, management, contractors', profit and overhead, and current monetary worth of all contributed labour and material and site works, as determined by the **Building Official**.

Zoning Bylaw means any Zoning Bylaw of the SIGD, as amended from time to time.

1.4 Purpose of Bylaw

1.4.1 The Bylaw, shall, notwithstanding any other provision herein, be interpreted in accordance with this section.

1.4.2 The administrative activities undertaken by or on behalf of the SIGD

pursuant to this law in relation to the administration of the Building Code are for the sole purpose of providing a limited and interim spot checking function for reasons of health, safety and the protection of persons and property. It is not contemplated nor intended, nor does the purpose of those activities extend:

- (1) to the protection of **owners**, owner/builders or **constructors** from economic loss;
- (2) to the assumption by the SIGD or any **Building Official** of any responsibility for ensuring the compliance by any **owner**, his or her Agent or any employees, **constructors** or **designers** retained by him or her, with the **Building Code**, the requirements of this law or other applicable enactments, codes or standards;
- (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 law; or
- (4) to providing a warranty or assurance that construction undertaken pursuant to building permits issued by the **SIGD** is free from latent, or any, defects.

1.5 Permit Conditions

- 1.5.1 A permit is required whenever work regulated under this law is to be undertaken.
- 1.5.2 Neither the issuance of a permit under this law nor the acceptance or review of plans, drawings or supporting documents, nor any inspections made by or on behalf of the SIGD shall in any way relieve the **owner** or his or her Agent from full and sole responsibility to perform the work in strict accordance with this law, the **Building Code** and or other applicable enactments, codes or standards.
- 1.5.3 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** and this bylaw or other applicable enactments respecting safety.
- 1.5.4 Neither the issuance of a permit under this law nor the acceptance or review of plans, drawings or specifications or supporting documents, nor any inspections made by or on behalf of the **SIGD** constitute in any way a representation, warranty, assurance or statement that the **Building Code**, this law or other applicable enactments respecting safety have been complied with.
- 1.5.5 No person shall rely upon any permit as establishing compliance with this

Bylaw or assume or conclude that this law has been administered or enforced according to its terms. The person to whom the building permit is issued and his or her Agent are responsible for making such determination.

1.6 Scope and Exemptions

1.6.1 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**.

1.6.2 Parts 1 through 19, 21 and 22 of this law do not apply to:

- (1) **buildings** or **structures** exempt by Part 1 of the **Building Code** except as expressly provided herein;
- (2) retaining **structures** less than 1.2 meters in height;
- (3) fences;
- (4) non-structural repairs or alterations to a **building** or **structure** or the repair or replacement of plumbing works;
- (5) bridges, except pedestrian and vehicle bridges on private property or;
- (6) docks or wharves;
- (7) floating **structures** except where they are used for commercial or industrial occupancy use;
- (8) deck additions, except a deck where the difference in elevation between the deck surface and the ground surface at any point is 0.6 meters or more; or
- (9) greenhouses or other similar **structures** not more than 50 square meters in floor area, covered by a polyethylene film and intended to be used only for the production of agricultural products.

1.6.3 Notwithstanding the exemptions of Section 1.5.2 all **structures** and **buildings** must comply with the **Zoning Bylaw** and other applicable laws and enactments.

1.7 Disclaimer of Warranty or Representation

Neither the issuance of a permit under this law, 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 law or any standard of construction.

Part 2 – PROHIBITIONS

- 2.1 No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the class of **occupancy** of any **building** or **structure** unless a **Building Official** has issued a permit or authorization for the work pursuant to this Bylaw.
- 2.2 No person shall occupy or use any **building** or **structure** unless written authorization has been given by the **Building Official**.
- 2.3 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.
- 2.4 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.
- 2.5 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**.
- 2.6 No person shall obstruct the entry of a **Building Official** or other authorized official of the SIGD on property in the administration of this law.
- 2.7 No person shall repair a **building** or **structure** damaged to an extent greater than 75% of its value above its foundations as determined by the **Building Official**, unless in every respect the entire **building** or **structure** is made to comply with the current **Building Code** and all applicable Bylaws.
- 2.8 No person shall construct a concrete pad or foundation on which equipment, to be used for an industrial or commercial use, is to be mounted without first applying for and obtaining a building permit.
- 2.9 No person shall move a **manufactured home** or any other buildings or structure unless a **Building Official** has issued a permit or authorized the work pursuant to this Bylaw.
- 2.10 No person shall change the Class of Occupancy of an existing **building** unless a **Building Official** has issued a permit or authorization for the change pursuant to this Bylaw.

Part 3 – BUILDING OFFICIALS

3.1 Each **Building Official** may:

- (1) administer this law;
- (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 law or microfilm copies of such documents; and
- (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**.

3.2 A **Building Official**:

- (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;
- (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
- (3) shall carry proper credentials confirming his or her status as a **Building Official**.

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

Part 4 – APPLICATIONS

4.1 Every person shall apply for and obtain:

- (1) a building permit before constructing, repairing or altering, moving, or demolishing a **building** or **structure**; and
- (2) a building permit prior to a change in class of occupancy of a **building** or part thereof.

4.2 An application for a building permit shall be made in the form prescribed by the **Manager**, and signed by the **owner** or a signing officer if the owner is a corporation, or an Agent of the owner who has been authorized in writing by the owner.

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

4.4 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

building construction of that **building** or **structure** as determined in accordance with Schedule B .

- 4.5 An application for a building permit filed with the **Building Official** shall be accompanied by the applicable application processing fee as set out in Schedule A.
- 4.6 An owner who proposes an alternate solution pursuant to the **Building Code** must submit information required by the **Building Official** to confirm the acceptability of the alternate solution, and pay the review fee set out in Schedule B.

Part 5 – APPLICATIONS FOR COMPLEX BUILDINGS

- 5.1 An application for a building permit with respect to a **complex building** shall;
- (1) be accompanied by the **owner's** acknowledgment of responsibility and undertakings made in the form attached as Schedule D, signed by the **owner**, or a signing officer if the **owner** is a corporation;
 - (2) include a copy of a title search made within 30 days of the date of the application;
 - (3) include a site plan showing:
 - (a) the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - (b) the legal description and civic address of the parcel;
 - (c) the location and dimensions of all statutory rights of way, easements and setback requirements as determined by a British Columbia Land Surveyor;
 - (d) the location and dimensions of all existing and proposed **buildings** or **structures** on the parcel;
 - (e) setbacks to the natural boundary of any lake, swamp, pond or watercourse where the **Zoning Bylaw** establishes siting requirements related to flooding;
 - (f) 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 **Zoning Bylaw** establishes siting requirements related to minimum floor elevation; and

- (g) the location, dimension and gradient of parking and driveway access;
 - (4) include 3 sets of plans showing:
 - (a) 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;
 - (b) a cross section through the **building** or **structure** illustrating foundations, drainage, ceiling heights and construction systems;
 - (c) elevations of all sides of the **building** or **structure** showing finish details, roof slopes, windows, doors, and finished grade; and
 - (d) 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**;
 - (5) where applicable, be accompanied by confirmation of filing by an authorized person with the Vancouver Coastal Health Authority of information and documentation required pursuant the *Sewerage System Regulation* under the *Public Health Act*(British Columbia); or a current and valid permit for the installation of a private sewage disposal system issued by the Medical Health Officer having jurisdiction or his delegate pursuant to the *Sewerage System Regulation* or the *Waste Discharge Regulation* under the *Environmental Management Act*(British Columbia), or any other approvals or permits which might be required;
 - (6) include a letter of assurance in the form of Schedule A as referred to in Part 2 of Division C 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**;
 - (7) include letters of assurance in the form of Schedule B as referred to in Part 2 of Division C 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
 - (8) include three sets of drawings at a suitable scale of the design prepared and sealed by each **registered professional** and including the information set out in Part 5 of this Bylaw.
- 5.2 In addition to the requirements of section 5.1, the following may be required by a **Building Official** to be submitted with a building permit application for the construction of a **complex building** where the complexity of the proposed **building** or **structure** or siting circumstances warrant:

- (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**;
- (2) a section through the site showing grades, surface drainage, **buildings, structures**, parking areas and driveways; and
- (3) any other information required by the **Building Official** or the **Building Code** to establish substantial compliance with this law, the **Building Code** and other laws and enactments relating to the **building** or **structure**.

Part 6 – APPLICATIONS FOR STANDARD BUILDINGS

6.1 An application for a building permit with respect to a **standard building** shall;

- (1) be accompanied by the **owner's** acknowledgement of responsibility and undertakings made in the form attached as schedule D, signed by the **owner**, or a signing officer if the **owner** is a corporation;
- (2) include a copy of a title search made within 30 days of the date of the application;
- (3) include a site plan showing:
 - (a) the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - (b) the legal description and civic address of the parcel;
 - (c) the location and dimensions of all statutory rights of way, easements and setback requirements as determined by a British Columbia Land Surveyor;
 - (d) the location and dimensions of all existing and proposed **buildings** or **structures** on the parcel;
 - (e) setbacks to the natural boundary of any lake, swamp, pond or watercourse where the **Zoning Bylaw** establishes siting requirements related to flooding; and
 - (f) 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 **Zoning Bylaw** establishes siting requirements related to minimum floor elevation;
- (4) include three sets of floor plans showing:

- (a) the dimensions and uses of all areas and floor areas of all stories; 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;
 - (b) a cross section through the **building** or **structure** illustrating foundations, drainage, ceiling heights and construction systems;
 - (c) elevations of all sides of the **building** or **structure** showing finish details, roof slopes, windows, doors, and finished grade; and
 - (d) 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**;
- (5) include copies of approvals required under any enactment relating to health or safety, including without limitation, highway access permits, and confirmation of filing by an authorized person with the Vancouver Coastal Health Authority of information and documentation required pursuant to the *Sewerage System Regulation* under the *Public Health Act* (British Columbia); and
- (6) include a sealed foundation design plan 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 as referred to in Part 2 of Division C of the **Building Code**, signed by the **registered professional**.
- 6.2 The requirements of section 6.1.(6) 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 the **Building Code** and the foundation excavation substantially complies with section 9.12 of Part 9 of the **Building Code**.
- 6.3 In addition to the requirements of section 6.1 and 6.2 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:
- (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 all relevant Bylaws and enactments;
 - (2) a section through the site showing grades, **buildings**, **structures**, parking areas and driveways;

- (3) a roof plan and roof height calculations;
- (4) structural, electrical, mechanical or fire suppression drawings prepared and sealed by a **registered professional**;
- (5) letters of assurance in the form of Schedule B as referred to in Part 2 of Division C of the **Building Code**, signed by the **registered professional**; and
- (6) any other information required by the **Building Official** or the **Building Code** to establish substantial compliance with this law, the **Building Code** and other laws and enactments relating to the **building** or **structure**.

Part 7 – PROFESSIONAL PLAN CERTIFICATION

- 7.1 The letters of assurance in the form of Schedule B referred to in Part 2 of Division C of the **Building Code** and provided pursuant to Part 5 and Part 6, of this law are relied upon by the **SIGD** 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.
- 7.2 A building permit issued in reliance upon letters of assurance referred to in Section 7.1 of this law shall include a notice to the **owner** in the form attached as Schedule E 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.

Part 8 – FEES AND CHARGES

- 8.1 In addition to applicable fees and charges required under other laws, a permit fee, calculated in accordance with Schedule B, shall be paid in full prior to issuance of any permit under this Bylaw.
- 8.2 When a building permit is issued in accordance with Section 7.2 of this Bylaw the permit fee shall be reduced by 10% of the fees payable pursuant to Schedule B, up to a maximum reduction of \$2000.00 (two thousand dollars).
- 8.3 The application processing fee required by Section 4.5 is non-refundable and shall be credited against the building permit fee when the permit is issued.
- 8.4 An application shall be cancelled and the application processing fee forfeited if the building permit has not been issued and the permit fee paid within 180 days of the date of permit application.
- 8.5 When an application is cancelled the plans and related documents submitted with the application may be destroyed.

- 8.6 No fee or part of a permit fee paid to the **SIGD** shall be refunded if a start has been made on construction of the **building** or **structure**.
- 8.7 The building permit fee refund amount shall be 50% of the total building permit fee less the non- refundable application processing fee.
- 8.8 An **owner** must submit a written request for a building permit fee refund and the **Building Official** must confirm that no construction has started prior to any refund.
- 8.9 Where, due to non-compliance with this law, 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 B shall be paid prior to additional inspections being performed.
- 8.10 A special inspection charge, as set out in Schedule B, shall be payable in advance for a voluntary inspection to establish compliance of or to obtain a report on the status of an existing **building** or **structure** for which a permit is sought under this Bylaw.
- 8.11 The District Council may, by resolution, amend the fees set out in Schedules A and B from time to time.

Part 9 – BUILDING PERMITS

- 9.1 A **Building Official** shall issue the permit for which the application is made, when:
- (1) a completed application including all required supporting documentation has been submitted;
 - (2) the **owner** or his or her Agent has paid all applicable permit fees; and
 - (3) the **owner** or his or her Agent has paid all charges and met all requirements imposed by this law or any other applicable Bylaw or enactment.
- 9.2 Every permit is issued upon the condition that the permit shall expire and the rights of the **owner** under the permit shall terminate if:
- (1) the work authorized by the permit is not commenced within 6 months from the date of issuance of the permit; or
 - (2) work is discontinued for a period of 12 months.
- 9.3 A **Building Official** may extend the period of time set out under section 9.2 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.
- 9.4 Despite section 9.3, every building permit shall expire such that it is not valid and

of no force and effect at the end of 24 months from the date of issue.

- 9.5 A permit for a temporary building shall expire at the end of 12 months from the date of issuance.
- 9.6 Subject to section 9.7, where a building permit has expired and the **building** or **structure** has not received final inspection approval, a new building permit must be obtained prior to completing the construction. The owner shall first pay to the **SIGD** the applicable fee set out in Schedule B, based on the **value of building construction** left to complete.
- 9.7 A building permit may:
- (1) be extended for a period of twenty-four (24) months from the date of expiry of the original building permit if:
 - (a) an application for the extension is made no later than 30 days after the date of permit expiration; and
 - (b) a non-refundable fee set out in Schedule B has been paid;except that:
 - (c) a permit for a temporary building may be extended for a period of 12 months only, and
 - (d) a permit to demolish a **building** or **structure** shall not be extended.
- 9.8 Building permits may only be extended twice, except that permits for temporary buildings may be extended up to four times for a maximum period of 60 months in total.
- 9.9 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 **SIGD** 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.
- 9.10 A building permit shall be in the form prescribed by the **Manager**.

Part 10 – PROFESSIONAL DESIGN AND FIELD REVIEW

- 10.1 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 that

- a **registered professional** provide design and plan certification and **field review** by means of letters of assurance in the form of Schedule B and C-B referred to in Part 2 of Division C of the **Building Code**.
- 10.2 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 provisions of this Bylaw, the **owner** shall provide the **SIGD** with letters of assurance in the form of Schedules C-A or C-B, as is applicable, referred to in Part 2 of Division C of the **Building Code**.
- 10.3 When a **registered professional** provides letters of assurance in accordance with any provisions of this Bylaw, he or she shall also provide proof of professional liability insurance to the **Building Official** in the form of Schedule C.
- 10.4 Despite the other provisions of this Bylaw, the owner must provide professional design and a field review in respect of a building for:
- (1) geotechnical components of all new **standard buildings** containing a dwelling unit or commercial use and additions to **standard buildings** greater than 90 sq. m² which contain a dwelling unit or commercial use;
 - (2) the Building envelope components of all **buildings** under Part 3 of the **Building Code**, all residential **buildings** that contain more than two dwelling units, and all other **buildings** whose **building** envelopes do not comply with the prescriptive requirements of Part 9 of the **Building Code**; and
 - (3) a **building** or **structure** on a parcel the **Building Official** believes is subject to or is likely to be subject to flooding, mud flows, debris flows, debris torrents, erosion, land slip, rock falls, subsidence or avalanche.

Part 11 – RESPONSIBILITIES OF THE OWNER

- 11.1 The **owner** shall ensure that all construction complies with the **Building Code**, this law or any other Bylaw or enactments.
- 11.2 Every **owner** to whom a permit is issued shall, during construction:
- (1) post and maintain the permit placard in a conspicuous place on the property in respect of which the permit was issued;
 - (2) keep a copy of the accepted designs, plans and specifications on the property; and
 - (3) post the civic address on the property in a location visible from any adjoining streets.
- 11.3 The **owner** bears full responsibility for ensuring that **buildings** and **structures** are

located in conformance with the **Zoning Bylaw**, or any other Bylaw, enactment or encumbrances, such as but not limited to rights-of-way and easements.

- 11.4 It is the **owner's** responsibility to ensure acceptable access to all buildings for firefighting purposes.

Part 12 – PERMITS FOR TEMPORARY BUILDINGS

- 12.1 Subject to the laws of the **SIGD** and orders by the **SIGD** Council, the **Building Official** may issue a permit for the erection or placement of a temporary **building** or **structure** or travel trailer if;

- (1) the **permit** is for a period not exceeding 12 months;
- (2) the **building** or **structure** is built to the requirements of the **Building Code** (where applicable); and
- (3) the **building** or **structure** is sited and the use is in accordance with the **Zoning Bylaw**.

- 12.2 The application for a **building permit** for the erection or placement of a temporary **building** or **structure** shall be made in the form prescribed by the **Building Official**, signed by the **Owner**, a signing officer if the owner is a corporation, or an Agent of the owner who has been authorized in writing by the owner, and accompanied by:

- (1) plans and supporting documents showing the location of the **building** or **structure** on the site;
- (2) plans and supporting documents showing **construction** details of the **building** or **structure**; and
- (3) a statement by the **Owner** indicating the intended use and duration of the use.

12.3

- (1) Before receiving a **building permit** for a temporary **building** or **structure**, the **Owner** shall first pay to the **SIGD** the applicable **building permit fee** set out in Schedule B.
- (2) A **permit fee** for a temporary building or **structure** is not refundable.

- 12.4 The **building permit** for a temporary building may be extended up to four times for a maximum of five years in total provided that:

- (1) application for the extension is made at least 30 days before the date of

permit expiration; and

- (2) a non-refundable fee set out in Schedule B has been paid for each extension.
- 12.5 The **permit fee** for a **temporary building** shall be accompanied by a security deposit in the amount set out in Schedule B to;
- (1) ensure that the **building** to be erected for a temporary period will be completely removed from the site at the expiration of the **permit**, and
 - (2) ensure that the site be left in a safe and sanitary condition at the expiration of the **permit**.
- 12.6 Upon satisfactory completion of the requirements contained in Section 12.5, the required security deposit shall be refunded.
- 12.7 If default is made of any of the requirements contained in Section 12.5 or the use of the temporary building continues after the expiration of the permit without the permit having been extended and an extension fee paid, the security deposit shall be forfeited to the **SIGD**, within 60 days of the default or permit expiration date.

Part 13 – SWIMMING POOLS

- 13.1 A **registered professional** shall undertake the design and conduct field reviews of the construction of any reinforced concrete **Swimming Pool**. Letters of assurance in the form of Schedules B and C-B referred to in Part 2 of Division C of the **Building Code** must be submitted.
- 13.2 Access shall be provided around a minimum of 50% the perimeter of all **Swimming Pools**, including those within a building, by means of an apron or walkway not less than 762mm in width and not more than 450mm above the water level of the **Swimming Pool**. The apron or walkway shall be designed such that there is a complete view of the pool from any point on the apron or walkway. The walkway or apron shall have no obstructions other than ladders, slides, diving boards or other such devices as approved by the **Building Official** and the apron or walkway shall be readily accessible to those using the **Swimming Pool**.
- 13.3 The interior of every **Swimming Pool** must be constructed of, or painted with, a material that is light in colour or have a filtering system that ensures absolute visual clarity of the pool water at all times.
- 13.4 A **Swimming Pool** shall be enclosed within a continuous non-climbable fence, building or combination of both or other vertical barrier having a minimum height of 1.5m and have no openings greater than 100mm at their greatest dimension, or have installed a power safety cover approved by the **Building Official**.
- 13.5 Access through a fence or other vertical barrier enclosing a **Swimming Pool** shall

be only through a self-closing gate or door designed so as to cause the gate or door to return to a closed locked position when not in use and secured by:

- (a) a spring lock located not less than 1.5 meters above grade, or,
- (b) a door where a building encloses some or all of the pool provided such door meets the requirements of this Bylaw with regard to a self-closure and a locking mechanism or latch 1.5m above interior floor level.

The owner and the occupier of the parcel on which the pool is located are responsible for ensuring that the fence or building, or both, that enclose the pool is maintained in good order and repair so that at all times the fence, building or both, comply fully with this Bylaw.

Part 14 – DEMOLITION PERMITS

14.1 A building **permit** to demolish a **building** or **structure** shall:

- (1) be valid for 12 months from the date of issuance;
- (2) carry with it the obligation to remove from the site within the term of the **permit**, all material resulting from or produced by the demolition and such other on site works of reclamation as may be specified in the **permit**, including if specified by the **Building Official** the obligation to dispose of any contaminated waste in accordance with applicable laws; and
- (3) not be extended.

14.2 An application for a permit to demolish a **building** or **structure** shall include a site plan showing the location of the **building** or **structure** to be demolished.

14.3 The **owner** is fully responsible for ensuring that he or she complies with the *Environmental Management Act* (British Columbia) and Contaminated Sites Regulation, and all other laws or enactments.

14.4 Before receiving a demolition **permit** for a building or **structure** the **Owner** shall first pay the **SIGD** the applicable fee set out in Schedule B.

Part 15 – MOVING BUILDINGS AND STRUCTURES ONTO A NEW FOUNDATION

15.1 Buildings may be moved into or within the **SIGD** provided the following conditions are fulfilled:

- (1) A building **permit** to move the **building** or **structure** onto a parcel of land or a new location on a parcel of land is obtained prior to any work proceeding.
- (2) A moved building when placed on the property to which it is being moved

must comply with all **Zoning Bylaw** requirements.

- (3) The building **permit** to move a **building** or **structure** is valid for a period of 24 months from the date of issuance.
- (4) An application for a building **permit** to move a **building** or **structure** shall:
 - (a) be made in the form prescribed by the **Building Official** signed by the **owner**, a signing officer if the **owner** is a corporation, or an Agent of the owner who has been authorized in writing by the owner;
 - (b) include a copy of a title search made within 30 days of the date of the application;
 - (c) include a site plan for the parcel to or on which the building is to be moved, showing:
 - (i) the bearing and dimensions of the parcel taken from the registered subdivision plan; and the legal description and civic address of the parcel;
 - (ii) the location and dimensions of all statutory rights of way, easements and setback requirements;
 - (iii) the location and dimensions of all existing and proposed **buildings**

or **structures** on the parcel; and
 - (iv) setbacks to the natural boundary of any lake, swamp, pond or watercourse where the **Zoning Bylaw** establishes siting requirements related to flooding;
 - (d) include copies of approvals required under any enactment relating to health or safety.
 - (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 Schedule B as referred to in Part 2 of Division C of the **Building Code**, signed by the **registered professional**;
 - (f) include a professional engineer's report, assessing the structural components of the building to be moved and addressing with proposed designs and specifications the life safety aspects of the building specified by the Building Official that must be brought up to current **Building Code** standards;

- (g) include plans detailing any and all upgrading required to meet the requirements of this Law and other applicable Laws and enactments after the building is moved; and
 - (h) include any other information as required by the **Building Official**.
- 15.2 The requirements of Section 15.1.(4)(e) 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**.
- 15.3 Before receiving a building permit to move a **building** or **structure** the **Owner** shall first pay to the **SIGD** the building permit fee set out in Schedule B.
- 15.4 Before receiving a building permit to move a **building** or **structure** the **Owner** shall first pay to the **SIGD** a refundable security deposit in the amount set out in Schedule B.
- 15.5 The security deposit shall be forfeited to the **SIGD** if any conditions of the building permit are defaulted on, or the building permit expires.
- 15.6 An application for a building permit to move a **Manufactured Home** must include proof of the appropriate CSA certification and registration number, foundation details and method of anchorage.

Part 16 – INSPECTIONS

- 16.1 When a **registered professional** provides letters of assurance in accordance with this law, the **SIGD** will rely solely on **field reviews** undertaken by the **registered professional** and the letters of assurance submitted pursuant to this law 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.
- 16.2 Notwithstanding section 16.1, 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**.
- 16.3 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 the applicable portions of the **Building Code**, this Bylaw and any other applicable enactment concerning safety.
- 16.4 The owner or his or her Agent shall give at least 24 hours' notice to the **SIGD** when requesting an inspection and shall obtain an inspection and receive a **Building**

Official's acceptance of the following aspects of the work prior to concealing it:

- (a) forms for the footings and foundation are complete, but prior to placing of concrete;
- (b) after the removal of form work from a concrete foundation and the installation of sub-soil drainage, storm water drainage and "damp proofing" but prior to back filling against the foundation;
- (c) framing and sheathing complete, all exterior doors, windows, roof membrane are installed, including the installation of flashing, fire stopping, bracing, chimney and rough plumbing but before the insulation, lath or other interior finish is applied;
- (d) the insulation and the vapour barrier are in place, but prior to the concealing of such work;
- (e) the **building** has been completed and is ready for occupancy, but prior to actual occupancy.

16.5 No aspect of the work referred in Section 16.4 shall be concealed until a **Building Official** has accepted it in writing.

16.6 The requirements of Sections 16.3 and 16.4 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 Parts 5, 6, 7, 15 or 17 of this law, except that a siting inspection must be obtained prior to pouring any concrete and an occupancy inspection by the **Building Official** is required in all cases.

16.7 (1) No person shall occupy a **building** or **structure** or part of a **building** or **structure** until the **Building Official** has given written authorization.

(2) Authorization to occupy 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 Section 16.4 of this Bylaw have been both inspected and accepted or the inspections and acceptance are not required in accordance with Section

16.6 of this law; and

- (c) the exterior of a dwelling unit is completed or a refundable security deposit in accordance with Schedule B has been deposited with the **SIGD**.

16.8 Despite Section 11.3, the **Building Official** may require that the owner provide a survey certificate of non-encroachment prepared by a British Columbia Land Surveyor showing the following:

- (1) the shortest distances from the outer surfaces of the foundation to the parcel lines;
- (2) an elevation of the top of the finished concrete wall or in the case of a **building** or **structure** constructed on a concrete slab an elevation of the top of the concrete slab measured from the lowest of the average finished levels of ground adjoining each exterior face of a **structure**;
- (3) location of all right-of-ways, easements of other encumbrances; and
- (4) other information as required by the **Building Official**.

Part 17 – RETAINING STRUCTURES

17.1 A **registered professional** shall undertake the design and conduct **field reviews** of the construction of a retaining structure greater than 1.2 meters in height. Letters of assurance in the form of Schedules B and C B referred to in Part 2 of Division C of the **Building Code** must be submitted along with the sealed copies of the design plans prepared by the **registered professional**.

Part 18 – FIRE SPRINKLER SYSTEMS

18.1 In this Part, “designated building” means a **building** containing one or more dwelling units, a building containing or intended to contain an **assembly occupancy**, a building containing or intended to contain a **commercial occupancy** other than a home occupation, or a building containing or intended to contain an **industrial occupancy**.

18.2 A fire sprinkler system complying with the NFPA13 standard for the relevant **building** type shall be installed throughout new designated buildings, and existing designated buildings that are altered by increasing the net floor area of the **building** that was in existence on December 20, 1997 by any amount of additional floor area.

18.3 The **owner** must keep any fire sprinkler system installed in accordance with this law in operational condition at all times.

18.4 An applicant for a permit to install a fire sprinkler system must submit a design stamped by a **qualified professional** and pay the fee prescribed in Schedule B.

Part 19 – CLIMATIC DATA

19.1 Climatic data for the design of **buildings** in the **SIGD** shall be:

DESIGN ELEMENT	VALUE
January 2½ % design dry bulb temperature	-7 °C
January 1 % design dry bulb temperature	- 9 °C
July 2½ % design dry bulb temperature	25 °C
July 2½ % design wet bulb temperature	19 °C
Annual total degree-days below 18 °C	3,100
Maximum fifteen minute rainfall	6 mm
Maximum one day rainfall	63 mm
Annual total rainfall	1050 mm
Moisture Index	1.18
Annual total precipitation	1,100 mm
Driving rain wind pressure, PA 1/5	160
Ground snow load, snow component S (s)	2.1 kPa
Ground snow load, rain component S®	0.4 kPa
Hourly wind pressure, 1/10	0.36 kPa
Hourly wind pressure, 1/50	0.53 kPa

Seismic Hazard (FOR ALL AREAS)

Sa(0.2)=0.850, Sa(0.5)=0.599, Sa(1.0)=0.321, Sa(2.0)+0.168, PGA=0.411

Part 20 – BUILDING SAFETY AND PROTECTION OF SIGD PROPERTY

- 20.1 No person shall occupy a building pursuant to a lease, permit or other agreement unless he or she fully complies with the terms and conditions thereof.
- 20.2 No person having authority in the construction, reconstruction, demolition, alteration, removal, relocation or occupancy of a **building** shall cause, allow or maintain any unsafe condition.
- 20.3 No person shall excavate or undertake work on, over or under SIGD property or erect or place any construction or work or store any materials thereon, without approval having first been obtained from the **Director of Public Works**.
- 20.4 Every **owner** is responsible for the cost to repair any damage to SIGD property or works that may occur as a result of undertaking work for which a permit was required under this Bylaw.
- 20.5 Every **owner** shall maintain his or her **building** in a good tenantable state of repair.
- 20.6 Every **owner**, when a **building** or part thereof is in an unsafe condition, shall forthwith take all action necessary to put the building in a safe condition.
- 20.7 The **Director of Public Works** may issue an order to the **Owner** to correct an unsafe condition observed in any **building**.
- 20.8 The **Director of Public Works** may issue an order to the **Owner** to repair his or her **building** where the Director is not satisfied that the **building** is being kept in a

- good and tenable state of repair.
- 20.9 The **Director of Public Works** may order the removal of any unauthorized encroachment on SIGD property.
- 20.10 The **District Council** may order the removal of any **building** or part thereof constructed in contravention of this law.
- 20.11 The **Director of Public Works** may, when in his or her opinion any **building**, construction, excavation or part thereof is in an unsafe condition as a result of being open or unguarded, or because of danger of fire or risk of accident, and when due notice to correct such condition has not been complied with, make safe such condition at the expense of the **owner** and the cost for so doing may be charged to the **owner**.
- 20.12 The **Director of Public Works**, at his or her discretion, when immediate measures must be taken to correct an imminent danger of fire or risk of accident, may take appropriate action, without notice and at the expense of the **owner**.
- 20.13 Every construction site shall be maintained free of loose or blowing debris and shall be subject to a continuous and effective program of dust control during the various phases of construction. The **Director of Public Works** may require, as a condition of issuance of the building permit, that security in a form acceptable to the **District Council** and in an amount acceptable to the Director be provided to guarantee compliance with this clause. In the event that conditions contained herein are violated, the Director may draw upon the security for the purpose of effecting adequate maintenance of the site. In the event the security is not sufficient to provide continuous maintenance of dust and debris until construction is finalized, the **District Council** or its appointed agents may enter onto the site and take whatever actions are required to resolve the matter, and charge the cost directly to the **owner**. The costs incurred shall be due and payable upon notice served by the **District Council** on the **owner**.
- 20.14 An appeal against a decision of the **Director of Public Works** lies with the **District Council**.
- 20.15 An appeal against a decision of the **Director of Public Works** may be submitted in writing to the **District Council** by any **owner** or agent who feels adversely affected by a decision of the Director.
- 20.16 The appellant shall file with the **District Council** a statement in such detail as will enable the **District Council** to properly consider the appeal, setting out the nature and subject matter of the appeal, the address of the building affected by the appeal, and the sections of this law affected by the appeal.
- 20.17 An appeal to the **District Council** shall be heard at the next regular **District Council** meeting at which the appellant may be present.

20.18 The ***District Council*** may concur with, reverse or modify the decision and shall render its decision within seven days. This decision shall be final.

Part 21 – PENALTIES AND ENFORCEMENT

- 21.1 Every person who contravenes any provision of this law 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.
- 21.2 Every person who fails to comply with any order or notice issued by a ***Building Official or the Director of Public Works***, or who allows a violation of this law 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 law have been substantially complied with and the Stop Work notice has been rescinded in writing by a ***Building Official***.
- 21.5 Every person who commences work requiring a building permit without first obtaining such a permit shall pay an additional fee as set out in Schedule B

Part 22 – MISCELLANEOUS

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

22.2 Sechelt Indian Government District Building Law No. 3 is repealed.

22.3 Schedules A, B, D, E, & F are attached hereto and form a part of this law.

READ A FIRST TIME this 13th day of June, 2016

READ A SECOND TIME this 13th day of June, 2016

READ A THIRD TIME this 13th day of June, 2016

ADOPTED this 10th day of July, 2016



SIGD MANAGER



CHIEF

Sechelt Indian Government District Building Bylaw No. 2017.09

SCHEDULE A

APPLICATION PROCESSING FEE

A.1.(1) The non-refundable application processing fee for a **permit to construct**:

- | | |
|--|----------|
| (a) any works requiring a permit under this Bylaw with a value of building construction as determined by the Building Official, of \$30,000 or less | \$ 80.00 |
| (b) any works requiring a permit under this law with a value of building construction as determined by the Building Official, of \$30,000 to \$200,000 | \$300.00 |
| (c) any works requiring a permit under this Bylaw with a value of building construction as determined by the Building Official, of more than \$200,000 | \$750.00 |

A.1.(2) Notwithstanding the conditions set out in A.1.1 the non-refundable application processing fee for a permit application to construct multi-family residential, industrial, commercial, office buildings, assembly and institutional buildings shall be 25% of the estimated total permit fee required pursuant to **Schedule B**.

Sechelt Indian Government District Building Bylaw No. 2017.09

SCHEDULE B

BUILDING PERMIT FEES

B.1.(1) a) For standard buildings except those referenced in B.1.(1)(b)

VALUE OF BUILDING CONSTRUCTION	FEE
\$0.00 to \$1,000.00	\$85.00
\$1,001.00 to \$10,000.00	\$85.00 plus \$12.00 per \$1,000.00 or part thereof exceeding the first \$1,000.00
\$10,001.00 to \$50,000.00	\$193.00 plus \$7.50 per \$1,000.00 or part thereof exceeding the first \$10,000.00
\$50,001.00 to \$3,000,000.00	\$493.00 plus \$9.00 per \$1,000.00 or part thereof exceeding the first \$50,000.00
\$3,000,001.00 to \$10,000,000.00	\$27,043 plus \$5.50 per \$1,000.00 or part thereof exceeding the first \$3,000,000.00
B.1.(1) b) \$10,000,001.00 and greater	\$65,543 plus \$5.50 per \$1,000.00 or part thereof exceeding the first \$10,000,000.00
For Multi Family Residential, Industrial, Commercial, Office Buildings, Assembly and Institutional Buildings	add to fees in B.1.(1)a \$3.25 per \$1,000.00

B.1.(2)	Chimney / Wood Burning Appliance Permit Fees	\$50.00
B.1.(3)	Subsoil drainage installation for standard buildings	\$60.00
B.1.(4)	Building Design Modification Administration Fee - Plan review rate per hour	\$70.00
B.1.(5)	Extension of a building permit when required:	
	• original permit value of less than \$30,000	\$50.00
	• original permit value of \$30,000 or more and less than \$200,000	\$150.00
	• original permit value of \$200,000 or more	\$250.00
B.1.(6)	Building Permit Fee for a temporary building	\$150.00
B.1.(7)	Extension fee for a building permit for a temporary building	\$150.00
B.1.(8)	Demolition Permit Fee	\$150.00
B.1.(9) a	Security deposit for a building permit for a temporary building or structure	\$500.00
B.1.(9) b	Security deposit for a building permit for a moved in structure	\$8000.00
B.1.(9) c	Security deposit to complete the exterior of a dwelling unit after occupying the building	\$2000.00
B.1.(10)	Additional Fee - The building permit fee shall be increased by 100% of the calculated permit fee for every permit application where construction has commenced before the Building Official issues a permit or has approved a permit upgrade.	
B.1.(11)	For each special voluntary inspection during normal working hours (non-refundable)	\$150.00
B.1.(12)	Fire sprinkler system permit	\$100.00

Sechelt Indian Government District Building Bylaw No. 2017.09

SCHEDULE C

**CONFIRMATION OF INSURANCE COVERAGE BY
REGISTERED PROFESSIONAL**

This letter must be submitted along with each Schedule A or B before issuance of a building permit. A separate letter must be submitted for each **Registered Professional**.

Only an original Schedule printed by the **SIGD** or an unaltered photocopy of this Schedule is to be completed and submitted

Sechelt Indian Government District



Dear Sir:

5555 Sunshine Coast highway
Sechelt BC., V0N 3A0

Attention: Chief Building Inspector

RE: _____
Address of Project

Legal Description of

Project I hereby give assurance that:

- I have fulfilled my obligation for insurance coverage as outlined in Sechelt Indian Government District *Building Bylaw No.2017.09*
- I have enclosed a copy of my certificate of insurance coverage indicating the particulars of such coverage.
- I am a Registered Professional as defined in Sechelt Indian Government District *Building Bylaw No. 2017.09*
- I will notify the Building Official in writing immediately if the undersigned's insurance coverage is reduced or terminated at any time during construction.

Name (Print)

Signed

Date

Address (Print)

Phone

(Affix Professional seal here)

(if the **Registered Professional** is a member of a firm, complete the following).

I am a member of this firm: _____ and I sign and seal this letter on behalf of the firm. (Print name of firm)

Note: The above letter must be signed by a **Registered Professional**.

Sechelt Indian Government District Building Bylaw No. 2017.09.



SCHEDULE D

OWNERS RESPONSIBILITIES

I/We _____ (print
name) Being the owner, or the signing authority for the corporate owner of the
following property: Legal Description: _____
Street Address: _____
Building Permit Number: _____

Understand, acknowledge and agree as follows;

(Owner or Signing Authority to Initial Each Clause)

- _____ 1. I/We have checked the Certificate of Title for covenants, building schemes, easements, etc. and I/we understand that these matters are not enforced by the Sechelt Indian Government District;
- _____ 2. I/We recognize that there are areas of 'problem soils' within the District which are widely distributed as to location, I/we hereby acknowledge that it is my/our responsibility as owner of the parcel to identify site conditions generally and 'problem soils' in particular on which the construction cited in my/our application is to be placed and I/we will take all action required to ensure adequacy of foundation works;
- _____ 3. I/We hereby acknowledge that if granted a permit pursuant to my/our application, that it is my/our responsibility to ensure compliance with the Building Code, the Sechelt Indian Government District Building Law and any other applicable enactment, code, regulation or standard relating to the work in respect of which the permit is issued, whether or not said work is undertaken by me/us or by those whom I/we retain or employ to provide design and/or construction services;
- _____ 4. I/We hereby acknowledge that neither the issuance of a permit; nor the acceptance and review of plans, specifications, drawings, or supporting

documents; nor inspections made by or on behalf of the SIGD constitute a representation, warranty, assurance or statement that the Building Code, Building Law or any other applicable enactment, code, regulation or standard has been complied with;

- _____ 5. I/We understand that Environmental Health Officers do not review referrals for buildings, building additions, alterations to buildings, decks, private pools, auxiliary buildings, etc. for the purpose of on-site sewage disposal assessment. I/We further understand it is my/our responsibility to retain an “authorized person” to carry out these assessments.
- _____ 6. I/We acknowledge that where the SIGD requires that Letters of Assurance be provided by a Registered Professional in accordance with the Sechelt Indian Government District Building Law, I/We confirm that I/we have been advised in writing by the SIGD that it relied exclusively on the Letters of Assurance in respect of the review of the plans, drawings, specifications and supporting documents submitted for a building permit.
- _____ 7. I/We further acknowledge that I/We have relied only on the Registered Professional for the adequacy of plans, drawings, specifications and supporting documents submitted in the application for a building permit.
- _____ 8. I/We acknowledge that I/we have been advised to obtain independent legal advice in respect of the responsibilities I am/we are assuming upon granting of a permit by the SIGD pursuant to my/our application and in respect of the execution of this document.
- _____ 9. I am/We are authorized to give these acknowledgements and representations to the SIGD.
- _____ 10. I/We understand that although the value of construction has been determined at time of permit issuance, the SIGD reserves the right to revise the value at or near the final inspection stage, adjust the permit fee accordingly and invoice for the balance, and we agree to pay the adjusted amount.

I/We have read the above acknowledgements and representations and understand them.

Signature:

Date:

Company
Name:

(if owner is a corporation)

Sechelt Indian Government District Building Bylaw No. 2017.09.



SCHEDULE E
RELIANCE ON CERTIFICATION NOTICE

Permit File No.: _____

To: _____

Name: _____

Company: _____

Mailing Address: _____

Postal Code: _____

Re: _____

Legal Description: _____
(Lot #, Block #, District Lot #, Plan #)

Pursuant to Sechelt Indian Government District Building Bylaw No. _____, take notice that the Sechelt Indian Government District in issuing the **Building Permit** cited herein has relied upon the Letters of Assurance issued by **Registered Professionals** cited below that their components of the plans and supporting documents provided in connection with the application for the permit substantially comply with the **BC Building Code** and other applicable enactments respecting safety and the **SIGD** will rely solely on the field reviews undertaken by these Registered Professionals as certification that the construction work complies with the Code, the SIGD Building Law and other applicable enactments respecting safety.

Date _____

Building Official _____