



PEACE RIVER REGIONAL DISTRICT

## Building Bylaw No. 2542, 2024

### CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws listed below. The amending bylaw(s) has been combined with the original bylaw for convenience only. This consolidation is not a legal document. A certified copy of the original bylaws should be consulted for all interpretations and applications of the bylaw on this subject.

#### **Original Bylaw**

Bylaw No. 2542

#### **Date of Adoption**

May 30, 2024

#### **Amending Bylaw**

Bylaw No. 2551

June 20, 2024



PEACE RIVER REGIONAL DISTRICT

PEACE RIVER REGIONAL DISTRICT

# Building Bylaw No. 2542, 2024

diverse. vast. abundant.

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**PEACE RIVER REGIONAL DISTRICT****Bylaw No. 2542, 2024**

*A bylaw for Administration of the Building Code and Regulation of Construction*

**GIVEN THAT**

1. the Peace River Regional District provides a building regulation service in Electoral Areas B, C, D and E (collectively, the “Electoral Areas”);
2. the Regional Board may by bylaw regulate, prohibit and impose requirements in respect to buildings and structures for the following:
  - a. the provision of access to a building or other structure, or to part of a building or other structure, for a person with disabilities;
  - b. the conservation of energy or water;
  - c. the reduction of greenhouse gas emissions;
  - d. the health, safety or protection of persons or property;
3. the Regional Board is enacting this bylaw to regulate construction and administer the British Columbia Building Code in the Regional District in accordance with the Local Government Act and the Building Act;
4. the Regional District has employed trained building officials for the purposes of this bylaw;

NOW THEREFORE the Regional Board of the Peace River Regional District in open meeting assembled enacts as follows:

**1. GENERAL PROVISIONS****Citation**

- 1.1 This bylaw may be cited as “Building Bylaw No. 2542, 2024”.

**Purpose**

- 1.2 This bylaw is enacted to regulate, prohibit and impose requirements in regard to construction in the Regional District in the public interest.
- 1.3 The purpose of this bylaw does not extend to
  - a) the protection of owners, designers or constructors from economic loss;
  - b) the assumption by the Regional District or any building official of any responsibility for ensuring the compliance by any owner, his or her representatives or any employees,

- constructors or designers retained by the owner, with the building code, the requirements of this bylaw, or other applicable enactments, codes or standards;
- c) providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under this bylaw;
  - d) providing any person a warranty or assurance that construction undertaken under building permits issued by the Regional District is free from latent, or any, defects; or
  - e) the protection of adjacent real property from incidental damage or nuisance.

## Administration

### 1.4 A building official may

- a) enter on or into a property;
- b) administer this bylaw, but owes no public duty to enforce or administer this bylaw;
- c) keep records of applications received, permits, notices and orders issued, inspections and tests made, and may retain copies of all papers and documents connected with the administration of this bylaw;
- d) establish or require an owner to establish whether a method or type of construction or material used in the construction of a building or structure complies with the requirements and provisions of this bylaw and the building code; and
- e) direct that tests of materials, equipment, devices, construction methods, structural assemblies or foundations be carried out, or that sufficient evidence or proof be submitted by the owner, at the owner's sole expense, where such evidence or proof is necessary to determine whether the material, equipment, device, construction or foundation condition complies with this bylaw and the building code.

### 1.5 A building official may require:

- a) a person who contravenes any provision of this bylaw to comply with that provision within the time ordered;
- b) an owner to remove or prevent any unauthorized encroachment on a public parcel, a statutory right of way or easement, or a setback or yard required under an enactment;
- c) an owner to remove any building or structure, or any part of a building or structure, constructed in contravention of a provision of this bylaw;
- d) an owner to have work inspected by a building official prior to covering;
- e) an owner to uncover any work that has been covered without inspection contrary to this bylaw or an order issued by a building official;
- f) a person to cease any occupancy in contravention of a provision of this bylaw;

- g) a person to cease any occupancy if any unsafe condition exists because of work being undertaken but not complete and where the building official has not issued a final inspection notice for the work;
- h) an owner to correct any unsafe condition in or about a building; and
- i) an owner to correct any work that contravenes this bylaw, the building code, or any other enactment.

## 2. DEFINITIONS

### 2.1 In this bylaw,

**accepted** means reviewed by the building official under the applicable provisions of the building code and this bylaw;

**addition** means an alteration to any building which will increase the total aggregate floor area or the building height (in storeys), and includes the provision of two or more separate buildings with openings between each other for intercommunication;

**agent** includes a firm, corporation or other person representing the owner, by written designation or contract, and includes a hired tradesperson or constructor who may be granted a permit for work within the limitations of his or her licence;

**alternative solution** means an alternative solution authorized under the building code;

**building code** means the British Columbia Building Code as adopted by the minister responsible under the Building Act;

**building official** means the person designated in or appointed to that position by the Regional District, and includes a building inspector, plan checker, plumbing inspector designated or appointed by the Regional District, and for certainty the building official is the “building inspector” under the *Local Government Act*;

**complex building** means:

- a) a *building* used for a *major occupancy* classified as:
  - i. assembly occupancy;
  - ii. care occupancy;
  - iii. detention occupancy;
  - iv. high hazard industrial occupancy,
  - v. treatment occupancy; or
  - vi. post-disaster building,
- b) a building exceeding 600 square meters in building area or exceeding three stories in building height used for a major occupancy classified as:
  - i. residential occupancy;
  - ii. business and personal services occupancy;

iii. mercantile occupancy; or

iv. medium and low hazard industrial occupancy;

**construct** includes build, erect, install, repair, alter, add, enlarge, move, locate, relocate, reconstruct, demolish, remove, excavate and shore;

**construction** includes building, erecting, installing, repairing, altering, adding, enlarging, moving, locating, relocating, reconstructing, demolishing, excavating and shoring;

**GHG** means greenhouse gas;

**health and safety aspects of the work** means design and construction regulated by and subject to the building code;

**mandatory building permit area** means the portions of the Electoral Areas, as shown on Schedule A attached to and forming part of this bylaw, where a building permit must be obtained prior to any construction, alteration, excavation, reconstruction, demolition, removal, relocation or change of use or occupancy of any building or structure, including other work related to construction, occurring.

**owner** has the same meaning as in the building code and includes an agent duly authorized by the registered owner of the property in fee simple in writing in the form prescribed by the building official;

**permit** means permission or authorization in writing by the building official to perform construction and demolition work regulated by this bylaw and, in the case of a final inspection notice, to occupy a building or part of a building;

**professional design** means the plans and supporting documents bearing the date, seal or stamp, and signature of a registered professional;

**project** means any construction operation;

**simple building** means a building of three stories or less in building height, having a building area not exceeding 600 square meters and used for a major occupancy classified as:

- a) residential occupancy;
- b) business and personal services occupancy;
- c) mercantile occupancy;
- d) medium hazard industrial occupancy; or
- e) low hazard industrial occupancy,

**temporary building** includes a sales office, construction office or a structure in which tools are stored during construction of a building or other structure, or a building or structure authorized by a temporary building permit;

**value of the work** means that amount that is calculated as the greater of:

- a) the declared value of the work; or

- b) the value calculated using Schedule B
- 2.2 Definitions of words and phrases that are not defined in this bylaw have the same meanings as in the building code.

### **3. INTERPRETATION**

- 3.1 Every reference to this bylaw in this or another bylaw of the Regional District is a reference to this bylaw as amended to the date of the reference.
- 3.2 Every reference to:
  - a) the building code is a reference to the current edition as of the date of issuance of the building permit; and
  - b) a section of the building code is a reference to the applicable successor sections, as the code or section may be amended or re-enacted from time to time.
- 3.3 Words defining the authority of a building official are to be construed as internal administrative powers and not as creating a duty.

#### **Severability**

- 3.4 If a section, subsection, paragraph, subparagraph or phrase of this bylaw is for any reason declared invalid by a court of competent jurisdiction, the decision will not affect the validity of the remaining portions of this bylaw.

### **4. APPLICABILITY OF THE BYLAW**

- 4.1 This bylaw applies to all parts of the Regional District not within a municipality and to land, the surface of water, air space, buildings in the Electoral Areas.
- 4.2 This bylaw applies to the design, construction or occupancy of new buildings, and the alteration, reconstruction, demolition, removal, relocation or occupancy or change of use or occupancy of existing buildings.

#### **Limited Application to Existing Buildings**

- 4.3 Except as provided in the building code or to the extent an existing building is under construction or does not have an occupancy permit, when an existing building has been constructed before the enactment of this bylaw, the enactment of this bylaw is not to be interpreted as requiring that the building must be reconstructed and altered, unless it is expressly so provided by this or another bylaw, regulation or statute.
- 4.4 This bylaw applies if the whole or any part of an existing building is moved either within or into the Regional District, including relocation relative to parcel lines created by subdivision or consolidation.
- 4.5 If an addition or alteration is made to an existing building, the addition or alteration must comply with this bylaw and the building code, and the entire building must comply with

this bylaw and the building code to the extent necessary to address any new infractions introduced in the remainder of the building as a result of the addition or alteration.

### **Exemptions to Bylaw Requirements**

#### **4.6 This bylaw does not apply to:**

- a) a fence, except as set out in this bylaw;
- b) an accessory building with a floor area of less than 20 square metres that does not create a hazard;
- c) a greenhouse with a floor area of less than 20 square metres that may be classified as low human occupancy pursuant to the building code;
- d) farm buildings that may be classified as low human occupancy pursuant to the building code;
- e) a building or structure complying with Canadian Standards Association Z240 MH Series standard, except with respect to on-site preparation, including siting, foundations, and mountings, connection to services and installation of appliances; or
- f) a temporary building or structure not exceeding 30 m<sup>2</sup>, for the purposes of storing construction tools or materials, provided that:
  - i) there is a valid and subsisting building permit for the property on which the temporary building or structure is placed; and
  - ii) the building or structure is removed prior to occupancy being granted or the building permit has expired.
- g) areas outside of the mandatory building permit area, as shown on Schedule A attached to and forming part of this bylaw, unless a person makes a voluntary application for a permit.

### **General Prohibitions**

#### **4.7 A person must not commence or continue any construction, alteration, excavation, reconstruction, demolition, removal, relocation or change the use or occupancy of any building or structure, including other work related to construction:**

- a) except in conformity with the requirements of the building code and this bylaw; and
- b) unless a building official has issued a valid and subsisting permit for the work under this bylaw.

#### **4.8 A person must not occupy or permit the occupancy of any building or structure or part of any building or structure:**

- a) unless a subsisting final inspection notice has been issued by a building official for the building or structure or the part of the building or structure; or
- b) contrary to the terms of any permit issued or any notice given by a building official.

- 4.9 A person must not knowingly submit false or misleading information to a building official in relation to any permit application or construction undertaken pursuant to this bylaw.
- 4.10 Except in accordance with this bylaw, including acceptance of revised plans or supporting documents, a person must not erase, alter or modify plans and supporting documents after the same have been reviewed by the building official, or plans and supporting documents which have been filed for reference with the building official after a permit has been issued.
- 4.11 A person must not, 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 or affixed to a building or structure pursuant to this bylaw.
- 4.12 A person must not 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 authorized in writing by a building official.
- 4.13 A person must not contravene an administrative requirement of a building official made under any provision of this bylaw.

### **Warranty and Representation**

- 4.14 Neither the issuance of a permit under this bylaw, nor the acceptance or review of plans, drawings, specifications or supporting documents, nor any inspections made by or on behalf of the Regional District will in any way:
  - a) relieve the owner from full and sole responsibility to perform the work in respect of which the permit was issued in strict compliance with this bylaw, the building code, and all other applicable codes, standards and enactments;
  - b) constitute a representation, warranty, assurance or statement that the building code, this bylaw or any other applicable enactments respecting safety, protection, land use and zoning have been complied with; or
  - c) constitute a representation or warranty that the building or structure meets any standard of materials or workmanship.
- 4.15 No person shall rely on any permit as establishing compliance with this bylaw or assume or conclude that this bylaw has been administered or enforced according to its terms.
- 4.16 Without limiting any other provision of this bylaw, it is the full and sole responsibility of the owner to carry out the work in respect of which the permit was issued in compliance with the building code, this bylaw and all other applicable codes, standards and enactments.

## **5. OWNER, CONSTRUCTOR AND AGENT RESPONSIBILITIES**

- 5.1 Every owner must ensure that plans submitted with a permit application bear the name, phone number, address and email address of the designer of the building or structure.

**Owner's Obligations****5.2 Every owner must:**

- a) comply with the building code, the requirements of this bylaw and the conditions of a permit, and must not omit any work required by the building code, this bylaw or the conditions of a permit;
- b) ensure that all permits, all plans and specifications and supporting documents on which a permit was based, all required service inspection certificates, and all professional field reviews are available at the site of the work for inspection during working hours by the building official; and
- c) prior to the issuance of a building permit, execute and submit to the Regional District an owner's undertaking in the form prescribed by the building official, where required by the building official.

**5.3 Every owner must carry out construction or have the construction carried out in accordance with the requirements of the building code, this bylaw and other bylaws of the Regional District and none of the issuance of a permit under this bylaw, the review of plans and supporting documents, or inspections made by a building official or a registered professional shall relieve the owner from responsibility to perform the work in strict accordance with this bylaw, the building code and all other applicable codes, standards and enactments.**

**Damage to Works and Services**

- 5.4 Every owner to whom a permit is issued is responsible for the cost to repair any damage to any public property, works and services, or land that occurs during and arises directly or indirectly from the work authorized by the permit.**
- 5.5 Every owner must pay to the Regional District, within 30 days of receiving an invoice for same from the Regional District, the cost to repair any damage to public property or works and services located on public or private property arising directly or indirectly from work for which a permit was issued.**

**Change in Registered Professional**

- 5.6 Every owner must give written or online notice to a building official of any change in or termination of engagement of a registered professional, including a coordinating registered professional, during construction, within 24 hours of when the change or termination occurs.**
- 5.7 If a registered professional's services are terminated, the owner must immediately stop any work that is subject to his or her design or field review and the building official is deemed to have issued a stop work order.**
- 5.8 If an owner or a registered professional terminates the engagement of a registered professional, including a coordinating registered professional, the owner must terminate**

all work under a permit until the owner has engaged a new registered professional, including a coordinating registered professional, and has delivered new letters of assurance to the building official.

### **Obligations of Owners Constructor**

- 5.9 Every constructor must ensure that all construction is done in compliance with all requirements of the current building code, this bylaw and all other applicable, codes, standards and enactments.
- 5.10 Every constructor must ensure that no excavation or other work is undertaken on public property, and that no public is disturbed, no building or structure erected, and no materials stored thereon, in whole or in part, without first having obtained approval in writing from the appropriate authority over such public property.

## **6. REGISTERED PROFESSIONAL'S RESPONSIBILITIES**

### **Professional Design and Field Review**

- 6.1 The provision by the owner to the Regional District of letters of assurance in accordance with the requirements of the building code shall occur prior to:
- a) the pre-occupancy site review coordinated by the coordinating registered professional or other registered professional for a complex building; or
  - b) a final inspection for a simple building in circumstances where letters of assurance have been required in accordance with the requirements of the building code, in which case the owner must provide the Regional District with letters of assurance in the form referred to in the building code.
- 6.2 If a registered professional provides letters of assurance in accordance with the building code, they must also provide proof of professional liability insurance to the building official in the form and amount prescribed by the building official.

### **Requirement for a Registered Professional**

- 6.3 The owner must retain a registered professional to provide a professional design and plan certification and letters of assurance in the form referred to in the building code, in respect of a permit application:
- a) prior to the pre-occupancy site review coordinated by the coordinating registered professional or other registered professional for a complex building; or
  - b) prior to a final inspection for a simple building in circumstances where letters of assurance have been required in accordance with the requirements of the building code, in which case the owner must provide the Regional District with letters of assurance in the form of referred to in the building code;
  - c) for foundation and excavation components of garages, carports and accessory buildings greater than 55 square metres in accordance with the building code;

- d) for a building that is designed with common egress systems for the occupants and requires the use of firewalls in accordance with the building code;
  - e) prior to alterations to a building, or to a structural component of a building described in paragraph (b);
  - f) for a building in respect of which the building official determines that site conditions, size or complexity so warrant in the interests of safety of persons or protection of property under the building code;
  - g) where the building envelope components of the building fall under Division B Part 3 of the building code, the building contains more than two dwellings, or if the building envelopes do not comply with the prescriptive requirements of the building code; and
  - h) for a parcel of land on which a building or structure is proposed if the building official believes the parcel is or is likely to be subject to flooding, mud flows, debris flows, debris torrents, erosion, land slip, rock falls, subsidence or avalanche, and the requirement for a professional design is in addition to a requirement under the Community Charter:
    - i. for a report certified by a professional engineer with experience in geotechnical engineering that the parcel may be used safely for the use intended, and
    - ii. that the plans submitted with the application comply with the relevant provisions of the building code and applicable bylaws of the Regional District.
- 6.4 The building official may require any registered professional carrying out the professional design and field review required per this bylaw to provide evidence that they have experience and expertise in respect of the professional design and field review of the context and scope required.

### **Professional Plan Certification**

- 6.5 The letters of assurance in the form prescribed by the building code are relied upon by the Regional District and its building officials as certification that the design and plans to which the letters of assurance refer comply with the building code, this bylaw and other applicable enactment.
- 6.6 Letters of assurance must be in the form referred to in the building code.
- 6.7 For a permit issued for the construction of a complex building, the building official shall provide the owner with a notice that the permit is issued in reliance on the certification of the registered professional that the professional design and plans submitted in support of the application for the permit comply with the building code and other applicable enactments. Any failure on the part of the building official to provide the owner with the notice will not diminish or invalidate the reliance by the Regional District or its building officials on the registered professionals.

## **7. BUILDING PERMIT APPLICATION REQUIREMENTS**

### **Expiration of Application for a Permit**

- 7.1 A permit application expires 180 days from the date a complete application is received under this Part if the building permit is not issued by the application expiration date, unless the permit is not issued only due to delays caused by the Regional District.

### **General Building Permit Application Requirements**

- 7.2 An application for any permit must:

- a) be made in the form prescribed by the building official and signed by the owner, or a signing officer if the owner is a corporation;
- b) be accompanied by the owner's acknowledgement of responsibility and undertaking made in the form prescribe by the building official and signed by the owner, or a signing officer if the owner is a corporation;
- c) include a copy of a title search for the relevant property made within 30 days of the date of the permit application, including copies of any charges, liens or interests registered on the title;
- d) include a copy of a survey plan prepared by a British Columbia land surveyor except that the building official may waive the requirement for a survey plan, where conditions warrant;
- e) include geotechnical letters of assurance, in addition to a required geotechnical report, if the building official determines that the site conditions so warrant;
- f) include floor plans showing the dimensions and uses of all areas, including:
  - i. the dimensions and height of crawl and roof spaces;
  - ii. the location, size and swing of doors;
  - iii. the location, size and opening of windows;
  - iv. floor, wall, and ceiling finishes;
  - v. plumbing fixtures;
  - vi. structural elements; and
  - vii. stair dimensions;
- g) include a cross-section through the building illustrating foundations, drainage, ceiling heights and construction systems;
- h) include elevations of all sides of the building showing finish details, roof slopes, windows, doors, the grade, the maximum building height line, ridge height, spatial separations and natural and finished grade to comply with the building code and to illustrate that the building or structure conforms with the Regional District zoning and any required development permit;

- i) 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; and
  - j) include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits, health authority approvals and any others as requested by the building official.
- 7.3 Except as certified by a professional engineer with expertise in geotechnical engineering who is registered in the province of British Columbia, fill material placed on a parcel, unless restrained by certified by a registered professional, must not have a surface slope exceeding a ratio of one linear unit vertically to two linear units horizontally.

### **General Building Permit Application Site Plan Requirements**

- 7.4 An application for any permit must 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 existing and proposed statutory rights of way, easements and setback requirements, adjacent street and lane names;
  - d) the location and dimensions of existing and proposed buildings on the parcel;
  - e) setbacks to the natural boundary of any lake, swamp, pond or watercourse;
  - f) north arrow;
  - g) if applicable, location of an approved existing or proposed private or other alternative sewage disposal system, water supply system or storm water drainage system;
  - h) the location, dimensions and gradient of parking and parking access;
  - i) proposed and existing setbacks to property lines;
  - j) first storey floor elevation;
  - k) location, setbacks and elevations of all steps, stairs and decks;
  - l) line of upper floors;
  - m) location and elevation of curbs, sidewalks, manholes, and service poles;
  - n) location of existing and proposed service connections;
  - o) location of top bank and water courses;
  - p) access routes for firefighting;
  - q) accessible paths of travel from the street to the building where required; and
  - r) the geodetic elevation of the underside of a wood floor system or the top of a finished concrete slab of a building or structure where the Regional District's land use

regulations or provincial flood mapping regulations establish siting requirements related to minimum floor elevation,

except that for a simple building the building official may waive, in whole or in part, the requirements for a site plan, if the permit is sought for the repair or alteration of an existing building.

7.5 In addition to any other requirements of this bylaw, a building official may require the following to be submitted with a permit application if the complexity of the proposed building or structure or siting circumstances warrant:

- a) 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 and development servicing bylaw;
- b) a section through the site showing grades, buildings, structures, parking areas and driveways;
- c) 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;
- d) natural and finished grade at building corners and datum determination points;
- e) natural and finished grade at building corners and significant breaks in the building plan and proposed grade around the building faces in order to ascertain foundation height; and
- f) illustration of any slopes on the subject parcel that exceed 30%.

### **Building Permit Applications for Simple Buildings**

7.6 In addition to any other requirements of this bylaw, if a project involves:

- a) two or more buildings, the gross floor areas of which in the aggregate total more than 1000 square metres;
- b) two or more buildings that will contain four or more dwelling units; or
- c) otherwise if the complexity of the proposed building or structure or siting circumstances warrant,

a building official may require the following be submitted with a permit application for the construction of each simple building in the project:

- i. a section through the site showing grades, buildings, structures, parking areas and driveways;
- ii. a roof plan and roof height calculations;
- iii. structural, electrical, plumbing, mechanical or fire suppression drawings prepared and sealed by a registered professional;

- iv. letters of assurance in the form of Schedule B referred to in Division C of the building code, signed by a registered professional; and
- v. 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.

### **Building Permit Applications for Complex Buildings**

7.7 An application for a permit with respect to a complex building must:

- a) include a building code compliance summary including:
  - i. the applicable edition of the building code;
  - ii. which Part of the building code the building is designed under;
  - iii. major occupancy classification(s) of the building;
  - iv. building area and building height;
  - v. number of streets the building faces; and
  - vi. accessible entrances, work areas, washrooms, firewalls and facilities;
- b) include a site plan prepared by a registered professional showing:
  - i. floor plans showing the dimensions and uses and occupancy classification of all areas, including: 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; fire separations; plumbing fixtures; structural elements; and stair dimensions;
  - ii. a cross-section through the building or structure at an appropriate scale, in sufficient detail and locations to illustrate foundations, drainage, ceiling heights and constructions systems; and
  - iii. elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, natural and finished grade, spatial separations and ridge height to comply with the building code and to illustrate that the building or structure conforms with the Regional District zoning bylaw and development permit;
- c) 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 approvals;
- d) include a letter of assurance in the form referred to in the building code, signed by the owner, or a signing officer if the owner is a corporation, and the coordinating registered professional; and
- e) include letters of assurance in the form referred to in 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.

**Demolition Permit Applications**

- 7.8 An application for a demolition permit must:
- a) be made in the form prescribed by the building official and signed by the owner, or a signing officer if the owner is a corporation;
  - b) be accompanied by the owner's acknowledgement of responsibility and undertaking made in the form prescribed by the building official and signed by the owner, or a signing officer if the owner is a corporation;
  - c) include a copy of a title search for the relevant property made within 30 days of the date of the permit application; and
  - d) state the date the property will be vacant.
- 7.9 Prior to obtaining a permit to demolish a building or structure, the owner must:
- a) pay capping and inspection chamber installation fees as set out in the Regional District's subdivision and development servicing bylaw; and
  - b) ensure that all works and services are disconnected, capped and terminated at the property line in compliance with any Regional District requirements;
- 7.10 If the structure was constructed prior to 1994, a Hazardous Materials test must be completed prior to demolition. If contamination is found, the services of a qualified person must be used to completed the asbestos abatement.
- 7.11 Every owner must ensure that, on completion of all demolition procedures, all debris and fill are cleared and the site is levelled or graded, or made safe if levelling and grading are not possible.

**Delayed Demolition Permits**

- 7.12 Where an owner wishes to continue to use an existing dwelling as a residence while constructing another dwelling on the same parcel, and the zoning bylaw of the Regional District permits only one dwelling on the parcel, the owner shall enter into an agreement with the Regional District in a form prescribed by the building official, undertaking on completion or occupation of the new dwelling to:
- a) remove the existing dwelling; or
  - b) convert the existing dwelling to a non-residential use as permitted by zoning regulations, to the satisfaction of the building official.
- 7.13 Where the owner wishes to continue to use an existing accessory building while constructing a new accessory building on the same parcel and the zoning bylaw of the Regional District permits only one accessory building on the parcel, or limits the maximum permitted accessory floor area, the owner shall enter into an agreement with the Regional District in a form prescribed by the building official, undertaking on final inspection or occupation of the new accessory building to remove the existing accessory building.

- 7.14 Should the applicant not proceed with the options provided listed above, then the Regional Board is authorized to remove the pre-existing dwelling or accessory building from the property and collect a rent charge for the costs of so doing, pursuant to the agreement as prescribed by the building official and executed between the applicant and the Peace River Regional District.

### **Voluntary Building Permit Applications**

- 7.15 For certainty, where a person makes a voluntary application for a permit under this bylaw and does not otherwise require a permit under this bylaw, the requirements of this bylaw, including all inspection and permit requirements, shall apply to the building to which the application pertains as if the building were situated within the area outlined in Schedule A.

### **Temporary Building Permit Applications**

- 7.16 An application for a building permit for the erection or placement of a temporary building or structure must be made in the form of a temporary permit application in the form prescribed by the building official, signed by the owner and must include:
- a) plans and supporting documents showing the location and building height of the building or structure on the parcel;
  - b) plans and supporting documents showing construction details of the building or structure;
  - c) a statement by the owner indicating the intended use and duration of the use;
  - d) a written description of the project explaining why the building is temporary;
  - e) in the case of a manufactured building, a CSA label in respect of manufacture and, without limitation, a Quonset or other steel building must be certified in accordance with CSA Standard A660-10;
  - f) a report or drawing by an engineer, architect or designer confirming compliance with the building code, this bylaw, the Regional District's zoning bylaw and other applicable bylaws;
  - g) security in the form of cash or a letter of credit for 10% of the value of the temporary building, which security:
    - i. may be used by the Regional District to remove the building after one year of the date of the final inspection required under this bylaw; or
    - ii. must be returned to the owner if the owner removes the temporary building within one year of the date of the final inspection of the temporary building required under this bylaw; and
  - h) in the case of a temporary building, information to comply with building code.

**Site and Location Information**

- 7.17 Without limiting any other section of this bylaw, the building official may require an owner to submit an up-to-date plan or survey prepared by a registered British Columbia land surveyor which contains sufficient information respecting the site and location of any building to:
- a) establish, before construction begins, that all the provisions of this bylaw in relation to this information will be complied with;
  - b) verify, on completion of the construction, that all provisions of this and other applicable bylaw have been complied with;
  - c) in relation to an existing building, substantiate its location, size, including appurtenances whether above, at or below ground level, relative to the site or its relationship to neighbouring grades; and
  - d) in relation to construction of a new building, or addition to an existing building, prior to and after the placement of concrete for foundations and footings, show the elevation at proposed top of concrete on all building elevations and at all significant changes of elevation to substantiate its size, location and elevation.

**8. ISSUANCE OF A BUILDING PERMIT**

- 8.1 Prior to issuance of a building permit, the owner or constructor must satisfy the following requirements or conditions:
- a) the owner or constructor must apply for and obtain a development permit if the building or structure is in an area designated by the Regional District's Official Community Plan as a development permit area;
  - b) the owner or constructor must ensure that the proposed building or structure complies with all bylaws of the Regional District, except to the extent a variance of a bylaw is authorized by a development permit, development variance permit or order of the Board of Variance;
  - c) an approving officer must have approved the subdivision plan that, once registered, would create the parcel on which the proposed building or structure will be constructed, and the subdivision plan must have been registered in the Land Title Office;
  - d) if the parcel that is the subject of the building permit application is not intended to be connected to the Regional District's sewage disposal system, then the owner must apply for and obtain approval from the applicable public authorities for an alternate private sewage disposal system; and
  - e) if the parcel that is the subject of the building permit application is not intended to be connected to the Regional District's community water system, then the owner must apply for and obtain approval from the applicable public authorities for an alternate water supply system.

**Refusal of a Building Permit**

- 8.2 A building official may refuse to issue a permit if the proposed work will contravene the requirements of the building code, the provisions of any enactment, including the provisions of this or any other bylaw of the Regional District, and must state the reason in writing.
- 8.3 Despite any provision in this bylaw, the building official may refuse to issue a permit when the owner has been notified of a violation of this bylaw about the construction of another building or structure by the owner on the subject property.

**Building Permit Issuance**

- 8.4 If:
- a) a completed application in compliance with this bylaw, including all required supporting documentation, has been submitted;
  - b) the owner has paid all applicable fees listed in Schedule B;
  - c) the owner or his or her representative has paid all charges and met all requirements imposed by any other statute or bylaw;
  - d) the owner has retained a professional engineer or geoscientist if required under this bylaw;
  - e) the owner has retained an architect if required under this bylaw; and
  - f) no covenant, agreement, resolution or regulation of the Regional District requires or authorizes the permit to be withheld,
- the building official must issue the permit, in the form prescribed by the building official, for which the application is made, and the date of issuance is deemed to be the date the Regional District gives notice to the owner that the permit is ready to be picked up by the owner.
- 8.5 The review of plans and supporting documents and issuance of a building permit do not prevent the building official from subsequently requiring the correction of errors in the plans and supporting documents, or from prohibiting building construction or occupancy being carried on when in violation of this or another bylaw.
- 8.6 Every owner must, at least 48 hours prior to commencing work at a building site, give written or online notice to a building official of the date on which the owner intends to begin such work.
- 8.7 Without limiting any other provision of this bylaw, every owner must give at least 48 hours' online or written notice to a building official:
- a) of intent to do work that is required or ordered to be corrected during construction;
  - b) of intent to cover work that is required under this bylaw to be, or has been ordered to be, inspected prior to covering; and

- c) when work has been completed so that a final inspection can be made.

### **Temporary Building Permit**

- 8.8 Subject to the bylaws and orders of the Regional District, the building official may issue a building permit for the erection or placement of a temporary building or structure for occupancy if:
- a) the permit is for a period not exceeding three years; and
  - b) the building or structure is located in compliance with the Regional District's zoning bylaw, built in compliance with the building code and this bylaw, and connected, as required by enactments, to Regional District utility services.

### **Permit Extension**

- 8.9 A building official may extend the duration of a building permit prescribed in this bylaw for up to 365 days if construction has been discontinued due to adverse weather, strikes, material or labour shortages, other similar hardship beyond the owner's control, or if the size and complexity of the construction warrants and if:
- a) application for the extension is made in writing at least 30 days prior to the date of permit expiration; and
  - b) the non-refundable fee set out in Schedule B has been paid.

### **Building Permit Cancellation**

- 8.10 A building permit, or a building permit application, may be cancelled by the owner on delivery of written notification of the cancellation to the building official.
- 8.11 On receipt of the written cancellation notice, the building official must mark on the application, and permit, if applicable, the date of cancellation and the word "cancelled".
- 8.12 If the owner submits changes to an application after a permit has been issued and the changes, in the opinion of the building official, substantially alter the scope of the work, design or intent of the application in respect of which the permit was issued, the building official may cancel the permit and mark on the permit the date of cancellation and the word "cancelled".

### **Amendments to a Building Permit**

- 8.13 Every owner must give notice in writing to a building official and pay the non-refundable fee set out in Schedule B immediately upon any change in ownership or change in the address of the owner which occurs prior to the issuance of an occupancy permit.
- 8.14 If the owner submits changes to an application after a permit has been issued and the changes, in the opinion of the building official, do not substantially alter the scope of the work, design or intent of the application in respect of which the permit was issued, the

building official may amend the permit and mark on the permit the date of amendment and the word "amended".

### **Transfer of a Building Permit**

- 8.15 A building permit or an application for a building permit that is in process may not be transferred or assigned until:
- a) the owner has notified the building official in writing;
  - b) the building official has authorized the transfer or assignment in writing; and
  - c) the owner has paid the non-refundable fee required under Schedule B.
- 8.16 The transfer or assignment of a building permit is not an extension of a building permit.

### **Building Permit Expiration**

- 8.17 Every permit is issued on the condition that the permit expires and the rights of the owner under the permit terminate if:
- a) the work authorized by the permit is not commenced within 365 days from the date of issuance of the permit;
  - b) work is discontinued for a period of 365 days; or
  - c) the work is not completed within 3 years of the date of issuance of the permit.

### **Compliance with the Homeowner Protection Act**

- 8.18 If the application is in respect of a building that includes, or will include, a residential occupancy governed by the Homeowner Protection Act, the building permit must not be issued unless the owner provides evidence under section 30(1) of the Homeowner Protection Act, that the proposed building:
- a) is covered by home warranty insurance; and
  - b) the constructor is a licensed "residential builder" as defined in that Act.
- 8.19 Section 8.18 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.
- 8.20 Every permit is issued subject to the owner and constructor maintaining compliance with the Homeowner Protection Act and negotiations under it during the term of the permit.

## **9. INSPECTIONS**

### **General Inspections**

- 9.1 A building official may attend periodically at the site of the construction of buildings to ascertain whether the work is being carried out in substantial conformance with the building code, this bylaw and any other applicable enactments concerning safety.

- 9.2 A building official will only carry out an inspection required by this bylaw if the owner has requested the inspection online or in writing in accordance with this bylaw.
- 9.3 No person may conceal any aspect of the work referred to in this bylaw until a building official has accepted it in writing.

### **Field Reviews**

- 9.4 If a registered professional provides letters of assurance in accordance with this Part, the Regional District will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this bylaw and the building code as assurance that the construction substantially conforms to the design, plans and specifications and that the construction complies with the building code, this bylaw and other applicable enactments respecting safety.
- 9.5 Despite this Part, 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.
- 9.6 Despite the requirement for the building official's acceptance of the work outlined in this bylaw, if a registered professional provides letters of assurance, the Regional District will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this bylaw as assurance that the aspects of the construction referenced by those letters of assurance substantially conform to the design, plans and specifications and that the construction complies with the building code, this bylaw and other applicable enactments respecting safety.

### **Simple Building Inspections**

- 9.7 For all work in respect of simple buildings, the owner must give at least 48 hours' notice to the Regional District when requesting an inspection and must obtain an inspection and receive a building official's written acceptance of the following aspects of the work prior to concealing them:
- a) after demolition, the grading of and removal of debris from the site;
  - b) footing forms completed, before concrete is poured;
  - c) foundation walls completed, before concrete is poured;
  - d) after foundations have been completed and installation of perimeter drains and damp-proofing, but prior to backfilling against the building;
  - e) plumbing located below the finished slab level;
  - f) the preparation of ground, including ground cover when required, perimeter insulation on inside of concrete foundation walls and reinforcing steel;
  - g) hydronic heating pipes and below slab insulation;
  - h) installation of rough-in plumbing before it is covered;

- i) installation of building services before being covered;
- j) framing, sheathing, fire stopping (including drywall in fire separations), bracing, chimney and ductwork, rough wiring, rough plumbing, rough heating, gas venting, exterior doors and windows, but prior to the installation of insulation, interior finishes, sheathing paper or exterior finishes which would conceal such work;
- k) insulation and vapour barrier;
- l) construction of an exterior deck if the deck serves as a roof;
- m) on-site constructed tubs or showers and tub or shower trap tests;
- n) the installation of wall sheathing membrane, externally applied vapour or air barrier, stucco wire or lath, and flashings, but prior to the installation of exterior finishes which could conceal such work; and
- o) the health and safety aspects of the work and the conservation, GHG emission reduction and accessibility aspects of the work when the building or structure is substantially complete, ready for occupancy but prior to occupancy.

### **Complex Building Inspections**

9.8 For work in respect of complex buildings, the owner must

- a) give at least 48 hours' online or written notice to the Regional District when requesting a preconstruction meeting with the building official prior to the start of construction, and the owner or his or her representative must ensure that the coordinating registered professional, the constructor, as well as representatives of major trades, are in attendance;
- b) give at least 48 hours' online or written notice to the Regional District when requesting a pre-occupancy coordinated by the coordinating registered professional or other registered professional to have the owner, the constructor and the registered professionals demonstrate to the building official and Fire Services the compliance with the health and safety aspects of the work, the coordination and integration of the fire and life safety system, applicable Regional District requirements and other enactments respecting safety and the conservation, GHG emission and accessibility aspects of the work; and
- c) cause the coordinating registered professional, at least 48 hours prior to the pre-occupancy coordinated site review coordinated by the coordinating registered professional, to deliver to the building official the Confirmation of Required Documentation in the form prescribe by the building official, complete with all documentation in a hard covered three ring binder and in digital pdf format on a memory stick.

### **Occupancy and Final Inspection**

9.9 A final inspection notice will not be issued unless:

- a) all letters of assurance have been submitted when required in accordance with this bylaw;
  - b) all aspects of the work requiring inspection and acceptance pursuant to this bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with this bylaw;
  - c) the owner has delivered to the Regional District as-built plans of works and services in digital format as required by the Regional District;
  - d) the owner has provided to the Regional District a building survey prepared by a British Columbia Land Surveyor showing the building height, size, location and elevation determined in accordance with the Regional District's land use regulations, if required by this bylaw or the building official;
  - e) all other documentation required under applicable enactments has been delivered to the Regional District; and
  - f) the owner has delivered to the Regional District as-built drawings of the building or structure in compliance with the building code, in digital format as required by the Regional District.
- 9.10 When a registered professional provides letters of assurance in accordance with this bylaw, the Regional District will rely solely on the letters of assurance when issuing a final report authorizing occupancy as assurance that the items identified on the letters of assurance substantially comply with the design, the building code, this bylaw and other applicable enactments respecting safety.
- 9.11 A building official may issue a final inspection notice for partial occupancy of a portion of a building or structure under construction when:
- a) that portion of the building or structure is self-contained and provided with essential services respecting health and safety aspects of the work, and if applicable, accessibility, GHG emissions and conservation; and
  - b) all other applicable requirements have been met with respect to it.
- 9.12 A final inspection notice may not be issued unless:
- a) all letters of assurance and the Confirmation of Required Documentation in the form prescribed by the building official, have been submitted when required in accordance with the requirements of this bylaw;
  - b) all aspects of the work requiring inspection and review pursuant to the building code and this bylaw have both been inspected and accepted;
  - c) the owner has executed and delivered to the Regional District every agreement, instrument or form required by the Regional District in relation to the work or the site; and
  - d) all required offsite works respecting safety have been completed.

**10. CONTRAVENTION NOTICES AND PERMIT REVOCATION**

10.1 Any person served with a notice under in this bylaw must comply with that notice:

- a) within the time ordered; or
- b) if no time is ordered, immediately.

**Revocation of a Permit**

10.2 The building official may revoke a building permit if:

- a) there is a contravention of any condition under which the permit was issued
- b) the building permit was issued in error; or
- c) the permit was issued on the basis of false or incorrect information.

**Stop Work Notice**

10.3 If the building official reasonably determines that activity is taking place on a property contrary to the building code or any applicable bylaw of the Regional District, then the building official may order the immediate suspension or correction of all or a portion of the construction on a building or structure by posting a stop work order notice in the form prescribed by the building official at the property and all persons having notice of the stop work order must immediately cease from carrying out the activity until otherwise authorized by the building official.

10.4 The coordinating registered professional may request, in writing, that the building official order the immediate suspension or correction of all or a portion of the construction on a building or structure by attaching a stop work order notice to the property. The building official must consider such a request and, if not acted upon, must respond, to the coordinating registered professional and give reasons.

10.5 The owner must immediately, after the posting of a stop work notice, secure the construction and the property surrounding the construction in compliance with the safety requirements of every statute, regulation or order of the Province or of a provincial agency and of every applicable bylaw of the Regional District.

10.6 Once a stop work notice has been issued, no work other than the required remedial measures may be carried out on the parcel affected by the stop work notice until the stop work notice has been removed by the building official.

10.7 The stop work notice must remain posted on the property until that which is contrary to the enactments has been remedied.

**Do Not Occupy Notice**

10.8 If a person occupies a building or structure or part of a building or structure in contravention of this bylaw, a building official may post a Do Not Occupy Notice in the form prescribed by the building official on the affected part of the building or structure.

- 10.9 If a notice is posted under this section, the owner of a parcel on which a Do Not Occupy Notice has been posted, and every other person, must cease occupancy of the building or structure immediately and 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.

## **11. FEES AND CHARGES**

### **Building Permit Fees**

- 11.1 Upon submitting a complete application for a building permit, the owner must pay to the Regional District a non-refundable application processing fee, prescribed in Schedule B.
- 11.2 Before receiving a building permit for a building or structure, the owner must first pay to the Regional District:
- a) the building permit fee prescribed in Schedule B less the application processing fee paid by the owner pursuant to section 11.1; and
  - b) any fees, charges, levies or taxes imposed by the Regional District and payable under an enactment at the time of issuance of the building permit.

### **Inspection and Other Fees**

- 11.3 In addition to the fees required under other provisions of this bylaw, the owner must pay the non-refundable fee set out in Schedule B for:
- a) a second and each subsequent re-inspection where it has been determined by the building official that, due to non-compliance with the provisions of this bylaw or due to non-complying work, more than one site visit is required for any required inspection;
  - b) a special inspection during the Regional District's normal business hours to establish the condition of a building, or if an inspection requires special arrangements because of time, location or construction techniques; and
  - c) inspection required under this bylaw which cannot be carried out during the Regional District's normal business hours.

### **Permit Fee Refunds**

- 11.4 The application processing fees set out in Schedule B are non-refundable.
- 11.5 No fee or part of a fee paid to the Regional District may be refunded if construction of the building has started.
- 11.6 A building permit or other permit fee may be partially refunded as set out in Schedule B, only if:
- a) the owner has submitted a written request for a refund;

- b) the building official has certified a start has not been made on the construction of the building or structure; and
  - c) the permit has not expired.
- 11.7 If a building permit is cancelled, and construction has not commenced under the permit, the building official must return to the owner any refundable fees deposited under Schedule B.
- 11.8 A building permit or other permit fee is not refundable after the permit has been extended under the provisions of this bylaw.

### **Design Modification**

- 11.9 If an issued building permit or other permit is active and the owner proposes modification to the building design whereby the value of the work does not increase or the value of the work decreases, the owner must pay to the Regional District the fee set out in Schedule B.
- 11.10 If an issued building permit or other permit is active and the owner proposes modification to the building design whereby the value of the work increases, the owner must pay to the Regional District the additional permit fees for the increased value of the work, as set out in Schedule B.

## **12. OFFENCES AND ENFORCEMENT**

- 12.1 A person must not:
- a) obstruct a building official or other authorized official of the Regional District engaged in the enforcement of this bylaw;
  - b) remove, conceal, or otherwise interfere with a stop work order posted under this bylaw; or
  - c) fail to comply with a stop work order posted under this bylaw
- 12.2 Any person who:
- a) violates or fails to comply with any provision of this bylaw;
  - b) permits, suffers or allows any action or thing to be done in violation of any provision of this bylaw; or
  - c) fails or neglects to do anything required to be done under this bylaw
- contravenes this bylaw and, when the contravention is a continuing one, each day that the contravention continues constitutes a separate contravention.
- 12.3 Any person who contravenes this bylaw commits an offence and, is liable upon conviction by way of a prosecution under the Offence Act, to a fine of up to \$50,000.00, or a term of imprisonment of not more than six months, or both.

- 12.4 This bylaw may be enforced by the issuance of a bylaw notice under Peace River Regional District Bylaw Notice Enforcement Bylaw No. 2042, 2012. 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.

### **13. SCHEDULES**

- 13.1 The following schedules are attached to and form part of this bylaw:
- a) Schedule A – Mandatory Building Permit Areas
  - b) Schedule B – Fees and Charges

### **14. REPEALS**

- 14.1 Peace River Regional District Building Bylaw No. 2131, 2014 and Building Bylaw No. 2131, 2014 Amendment Bylaw No. 2279, 2017 are hereby repealed.

### **15. EFFECT OF BYLAW**

- 15.1 This Bylaw shall come into effect and operation on June 1, 2024.

|                         |                                                          |        |                 |         |
|-------------------------|----------------------------------------------------------|--------|-----------------|---------|
| READ A FIRST TIME THIS  | <u>8<sup>th</sup></u>                                    | day of | <u>February</u> | , 2024. |
| Public Open Houses      | <u>20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup></u> | day of | <u>February</u> | , 2024. |
| READ A SECOND TIME THIS | <u>30<sup>TH</sup></u>                                   | day of | <u>May</u>      | , 2024. |
| READ A THIRD TIME THIS  | <u>30<sup>TH</sup></u>                                   | day of | <u>May</u>      | , 2024. |
| ADOPTED THIS            | <u>30<sup>TH</sup></u>                                   | day of | <u>May</u>      | , 2024. |

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Brad Sperling, Chair

(Corporate Seal has been affixed to the original  
bylaw)

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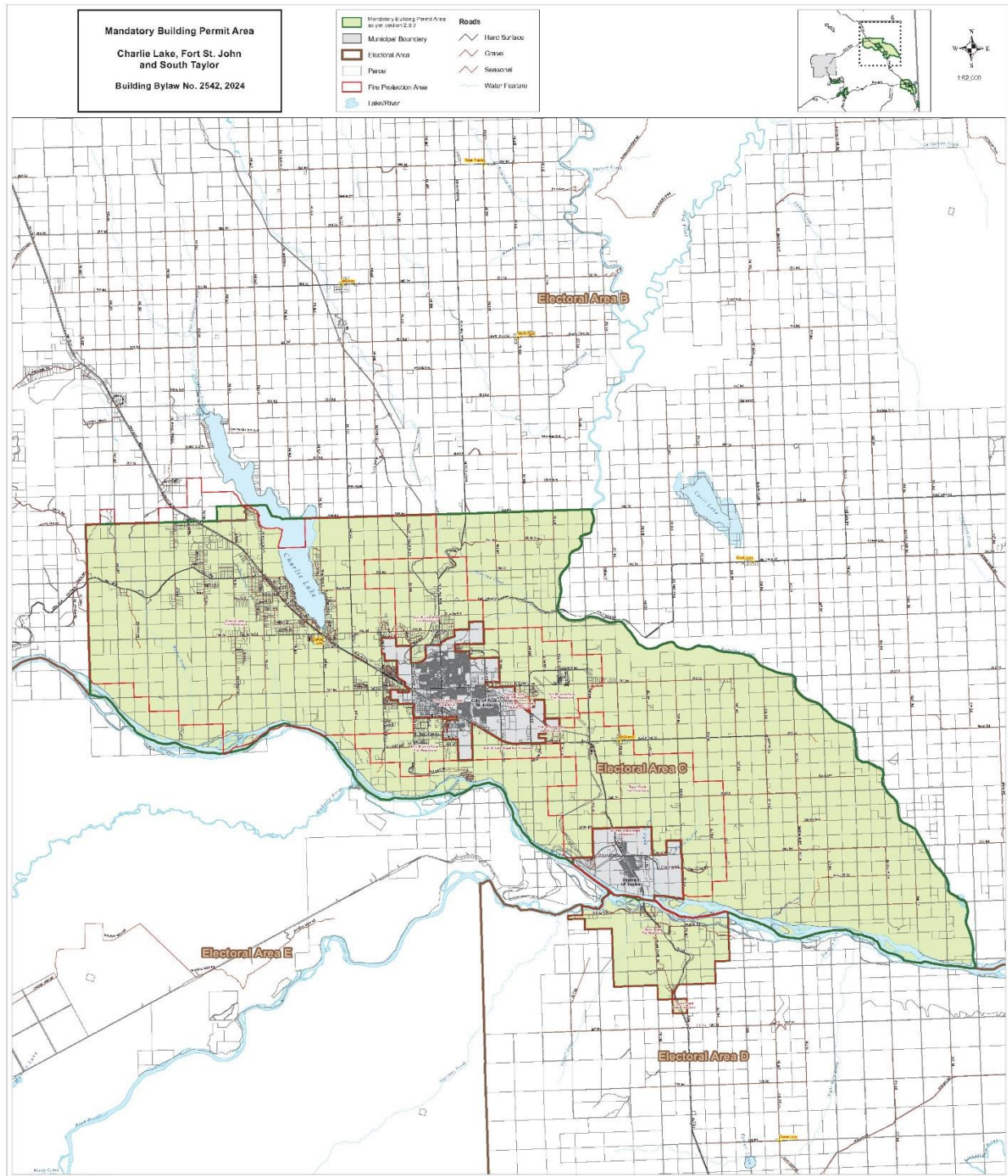
Tyra Henderson,  
Corporate Officer

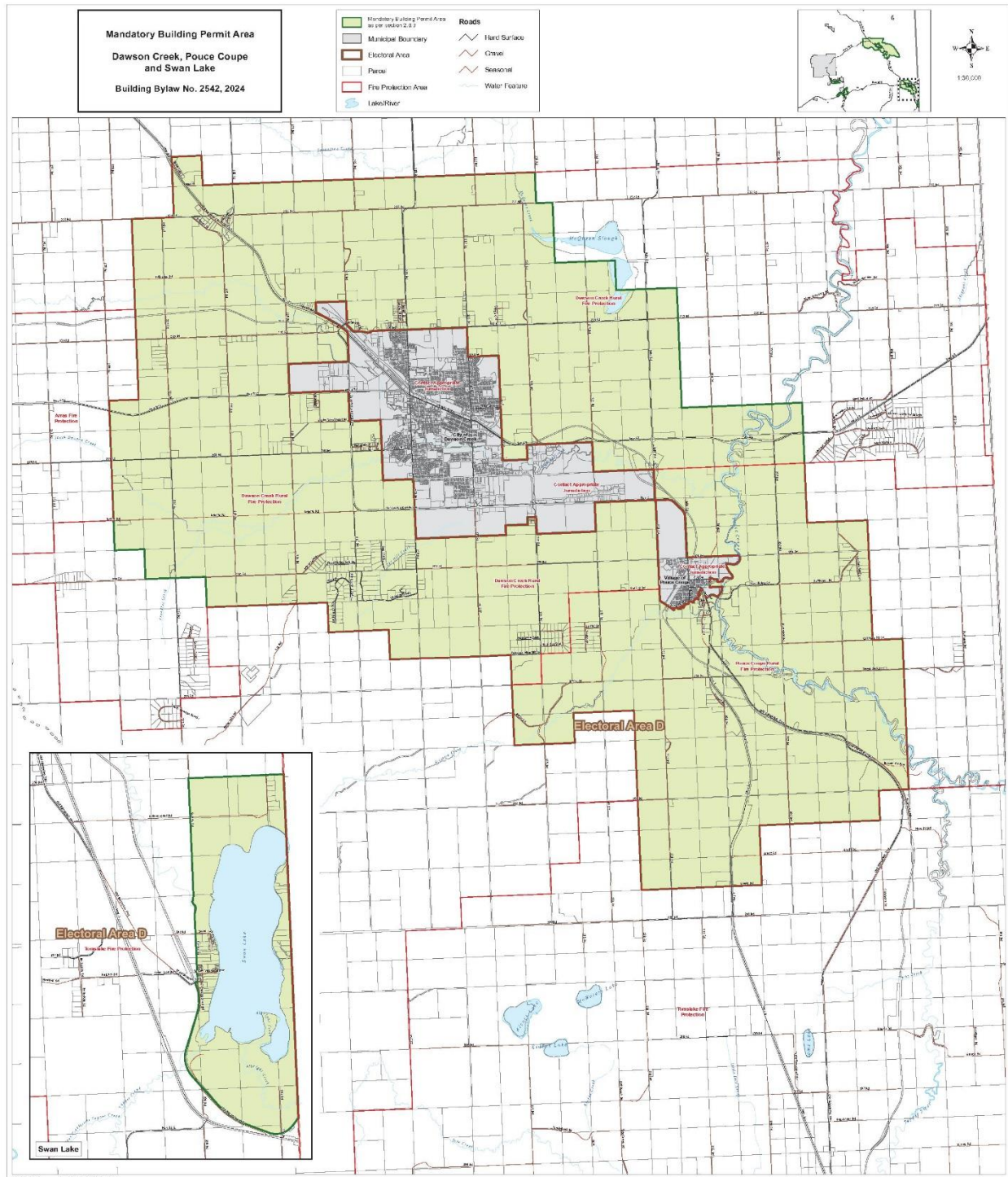
I hereby certify this to be a true and correct copy of  
Building Bylaw No. 2542, 2024", as adopted by  
the Peace River Regional District Board  
on \_\_\_\_\_, 2024.

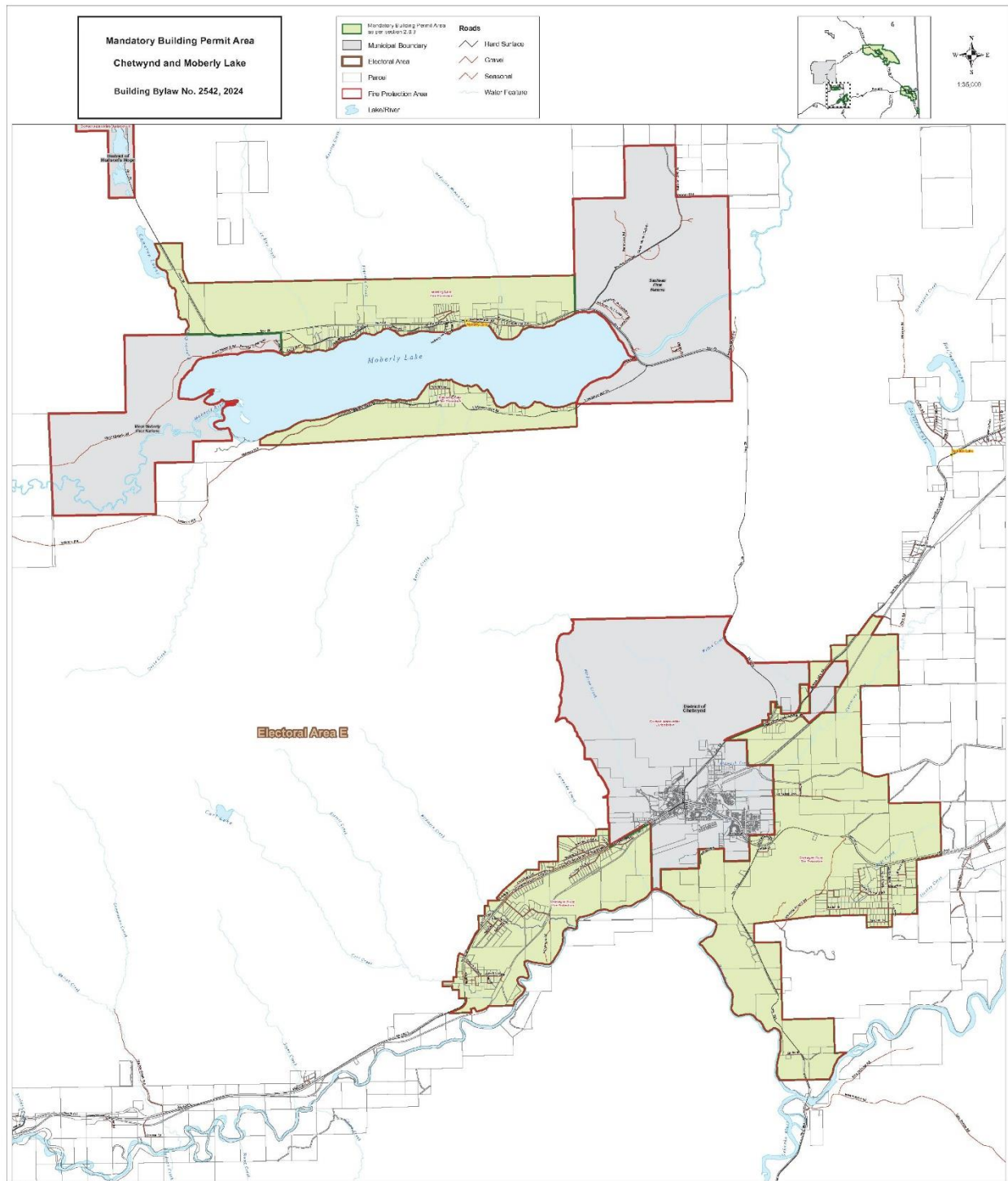
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Tyra Henderson, Corporate Officer

## SCHEDULE A – MANDATORY BUILDING PERMIT AREAS







**SCHEDULE B – FEES AND CHARGES**

| <b>Application Processing Fee</b>                                                                     |                                                                                       |                                                           |
|-------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------|
| a.                                                                                                    | To Construct a New Simple Building                                                    | \$200.00                                                  |
| b.                                                                                                    | To Construct a Complex Building                                                       | \$300.00                                                  |
| c.                                                                                                    | Temporary Building                                                                    | \$100.00                                                  |
| d.                                                                                                    | To construct an addition/renovation on a Simple Building up to 50m <sup>2</sup>       | \$100.00                                                  |
| e.                                                                                                    | To construct an addition/renovation on a Simple Building 51m <sup>2</sup> or larger   | \$125.00                                                  |
| f.                                                                                                    | To construct an addition/renovation on a Complex Building up to 100m <sup>2</sup>     | \$150.00                                                  |
| g.                                                                                                    | To construct an addition/renovation on a Complex Building 101m <sup>2</sup> or larger | \$200.00                                                  |
| <b>Simple Building Fees</b>                                                                           |                                                                                       |                                                           |
| a.                                                                                                    | Building Permit Fee                                                                   | \$5.00 per \$1000 of Construction Value                   |
| b.                                                                                                    | Plumbing Fixture Fee                                                                  | \$10.00 per Fixture                                       |
| c.                                                                                                    | Sprinkler Fee                                                                         | \$50.00 for the first 25, \$1.00 per sprinkler thereafter |
| d.                                                                                                    | For the installation of a mobile or manufactured home designated to CAN/CSA Standard  | \$300.00                                                  |
| e.                                                                                                    | Re-Inspection Fee                                                                     | \$100.00                                                  |
| f.                                                                                                    | Permit Extension                                                                      | \$300.00                                                  |
| With respect to simple buildings, construction value is based on the Construction Value Table, below. |                                                                                       |                                                           |

| <b>Complex Building Fees</b>                                                                              |                                                                                                  |                                                           |
|-----------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| a.                                                                                                        | Building Permit Fee for Buildings not requiring the services of a <i>Registered Professional</i> | \$6.00 per \$1000 of Construction Value                   |
| b.                                                                                                        | Building Permit Fee for Buildings requiring the services of a <i>Registered Professional</i>     | \$5.00 per \$1000 of Construction Value                   |
| c.                                                                                                        | Sprinkler Fee                                                                                    | \$50.00 for the first 25, \$1.00 per sprinkler thereafter |
| d.                                                                                                        | Re-Inspection Fee                                                                                | \$100.00                                                  |
| e.                                                                                                        | 12 Month Permit Extension                                                                        | \$500.00                                                  |
| With respect to a complex building, construction value means the verified contract price for the building |                                                                                                  |                                                           |
| <b>Other Permit Fees</b>                                                                                  |                                                                                                  |                                                           |
| a.                                                                                                        | Demolition Permit                                                                                | \$300.00                                                  |
| b.                                                                                                        | Occupant Load Calculations                                                                       | \$300.00                                                  |
| c.                                                                                                        | For the discharge of a <i>Community Charter</i> Section 57 Notice on Title                       | \$500.00                                                  |
| d.                                                                                                        | Design Modification                                                                              | \$200.00                                                  |
| <b>Refundable Fees</b>                                                                                    |                                                                                                  |                                                           |
| a.                                                                                                        | Permit Cancellation                                                                              | 85% of the total permit fee                               |

| Construction Value Table             |                                                                    | Unit Value Per: |              |
|--------------------------------------|--------------------------------------------------------------------|-----------------|--------------|
|                                      |                                                                    | Square Foot     | Square Meter |
| <b>Simple Building</b>               |                                                                    |                 |              |
| a.                                   | Slab on grade or pier foundation                                   | \$18.00         | \$193.75     |
| b.                                   | Crawlspace Foundation                                              | \$30.00         | \$322.92     |
| c.                                   | Basement Foundation                                                | \$65.00         | \$699.66     |
| d.                                   | Finished Basement                                                  | \$20.00         | \$215.28     |
| e.                                   | Each story above the Foundation                                    | \$130.00        | \$1,399.32   |
| f.                                   | Log or timber walled structure                                     | \$140.00        | \$1,506.96   |
| <b>Simple Building Accessory Use</b> |                                                                    |                 |              |
| a.                                   | Detached Garage                                                    | \$65.00         | \$699.66     |
| b.                                   | Accessory Building                                                 | \$65.00         | \$699.66     |
| c.                                   | Covered Deck                                                       | \$35.00         | \$376.74     |
| d.                                   | Interior renovations that impact the structure and vapour barrier. | \$50.00         | \$538.20     |