

**THE CORPORATION OF THE DISTRICT OF SAANICH**

**BYLAW NO. 8627**

**FOR THE ADMINISTRATION AND ENFORCEMENT OF THE BUILDING CODE**

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The Municipal Council of The Corporation of the District of Saanich in open meeting assembled enacts as follows:

This Bylaw may be cited as the “**BUILDING AND PLUMBING BYLAW, 2005, NO. 8627**”.

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## **SECTION 1 - SCOPE, APPLICATION AND DEFINITIONS**

### SUBSECTION 1.1 - Scope and Application

- 1.1.1** This bylaw applies to the design, construction and occupancy of new buildings, and the alteration, reconstruction, demolition, deconstruction, removal, relocation and occupancy of existing buildings.
- 1.1.2** The requirements of the current British Columbia Building Code, British Columbia Fire Code and Corporation of the District of Saanich bylaws shall apply to all work falling within the scope of this bylaw.
- 1.1.3** Where a building or any part of it is altered, this bylaw applies to the parts of the building that are altered.
- 1.1.4** This bylaw applies where the whole or any part of a building is relocated either within or into the Municipality.

- 1.1.5** When the whole or any part of a building is demolished or deconstructed, this bylaw applies to the work involved in the demolition or deconstruction and to the work required to any parts remaining after the demolition or deconstruction.
- 1.1.6** When a building is damaged by fire, earthquake or other cause, this bylaw and the appropriate regulations in the Municipal "Fire Prevention Bylaw No. 7755" or any successor bylaw, and the current B.C. Fire Code apply to the work necessary to correct the unsafe condition.
- 1.1.7** When an unsafe condition exists in or about a building, this bylaw and the appropriate regulations in the Municipal "Fire Prevention Bylaw No. 7755" or any successor bylaw, and the current B.C. Fire Code shall apply to the work necessary to correct the unsafe condition.
- 1.1.8** When the occupancy of a building or any part of it is changed, this bylaw applies to all parts of the building affected by the change.
- 1.1.9** (1) Notwithstanding any other requirements in this bylaw, this bylaw also applies to:
- (a) the design and construction of a structure designed to support a radio transmission antenna,
  - (b) freestanding fireplaces or incinerators not constructed in conjunction with a building that would otherwise require a permit, and
  - (c) plumbing systems being installed outside of buildings within private property.

#### SUBSECTION 1.2 - EXEMPTIONS

- 1.2.1** Except as otherwise provided for in this bylaw, this bylaw does not apply to buildings that are exempted under the British Columbia Building Code.

#### SUBSECTION 1.3 - DEFINITIONS

- 1.3.1** The words and terms in this bylaw shall have the meanings prescribed in the current British Columbia Building Code unless otherwise defined in Section 1.3.3.
- 1.3.2** Definitions of words and phrases used in this bylaw that are not specifically defined in the current British Columbia Building Code or Section 1.3.3. shall have the meanings which are commonly assigned to them in the context in which they are used in this bylaw, taking into account the specialized use of terms within the various trades and professions to which the terminology applies.

**1.3.3** In this bylaw:

**AGENT** includes a person, firm, or corporation representing the owner, by designation or contract and includes a hired tradesman and contractor who may be granted permits for work within the limitations of his or her licence.

**BACKFLOW PREVENTER** means a device or a method that prevents a flowing back or reversal of the normal direction of the flow installed or used in a water system connected to the Municipality's public water supply system.

**BUILDING CODE** means the British Columbia Building Code adopted by B.C. Regulation 295/98 as amended from time to time and includes any successor British Columbia Building Code.

**COMPLEX BUILDING** means:

- (a) a building used for major occupancies classified as:
  - (i) assembly occupancies,
  - (ii) care of detention occupancies, or
  - (iii) high hazard industrial occupancies; and
  
- (b) a building exceeding 600 square metres in building area or exceeding three storeys in building height used for major occupancies classified as:
  - (i) residential occupancies,
  - (ii) business and personal services occupancies,
  - (iii) mercantile occupancies, or
  - (iv) medium and low hazard industrial occupancies.

**DETACHED HOUSING UNIT** means a building which contains one dwelling unit only.

**DIRECTOR OF PLANNING** means the Director of Planning for The Corporation of the District of Saanich and includes his or her representatives who are authorized to act on his or her behalf.

**DWELLING UNIT** means one or more rooms occupied or intended to be occupied as the home or residence of not more than one family, and contains cooking, eating, sleeping and sanitary facilities.

**GRADE AND NATURAL GRADE** for surveys required pursuant to the Zoning Bylaw, shall have the meanings assigned to them in the "Zoning Bylaw No. 8200" or any successor bylaw.

**MANAGER OF INSPECTION SERVICES** means the Manager of Inspection Services of The Corporation of The District of Saanich and his or her representatives who are authorized to act on his or her behalf.

**MUNICIPALITY** means The Corporation of The District of Saanich.

**STANDARD BUILDING** means a building three storeys or less in building height having a building area not exceeding 600 square metres 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.

**STORMWATER MANAGEMENT FACILITY** means a structure, or series of structures, intended to reduce post development runoff, improve the quality of post development runoff and/or minimize erosion and retain sediments.

**TWO FAMILY DWELLING UNIT** means a building which contains two dwelling units.

## SUBSECTION 1.4 – PURPOSE OF BYLAW

### 1.4.1 Interpretation

This bylaw shall, notwithstanding any other provision herein, be interpreted in accordance with this section.

### 1.4.2 General

This Bylaw is enacted for the purpose of regulating construction within the Municipality in the general public interest. The activities undertaken by or on behalf of the Municipality pursuant to this bylaw 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 this bylaw extend:

- (a) to the protection of owners, owner/builders or constructors from economic loss;
- (b) to the assumption by the Municipality or any Building or Plumbing Official of any responsibility for ensuring the compliance by an owner, his or her representatives or any employees, constructors or designers retained by him

or her, with the Building Code, the requirements of this bylaw or any other applicable codes, enactments or standards;

- (c) to providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under this bylaw; and
- (d) to providing a warranty or assurance that construction undertaken pursuant to building permits issued by the Municipality is free from latent, or any defect.

### **SUBSECTION 1.5 – PERMIT CONDITIONS**

- 1.5.1** Neither the issuance of a permit under this bylaw nor the acceptance or review of plans, drawings or supporting documents, nor any inspections made by or on behalf of the Municipality 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 bylaw, the Building Code and/or other applicable enactments respecting safety.
- 1.5.2** 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.
- 1.5.3** Neither the issuance of a permit under this bylaw nor the acceptance or review of plans, drawings or specifications or supporting documents, nor any inspections made by or on behalf of the Municipality constitute in any way a representation, warranty, assurance or statement that the Building Code, this bylaw or other applicable enactments respecting safety have been complied with.
- 1.5.4** No person shall rely upon any permit as establishing compliance with this bylaw or assume or conclude that this bylaw has been administered or enforced according to its terms. The person to whom the building permit is issued and his or her agent are responsible for making such determination.

## **SECTION 2 - RESPONSIBILITIES AND OBLIGATIONS**

### **SUBSECTION 2.1 - GENERAL RESPONSIBILITIES**

- 2.1.1** No person shall fail to comply with any Stop Work notice, or any order or notice issued by the Manager of Inspection Services and no person shall allow a violation of this bylaw to continue.

- 2.1.2** No person shall work or authorize or allow work to proceed on a project for which a permit is required unless a valid permit exists for the work to be done.
- 2.1.3** No person shall construct, install, extend, alter, renew or repair a plumbing system or connect to a municipal sewer, drain or water service unless a plumbing permit to do so has been obtained.
- 2.1.4** No person shall construct a new building, or alter, reconstruct, demolish, deconstruct, remove, relocate an existing building unless a building permit to do so has been obtained.
- 2.1.5** No person shall deviate from the plans and specifications forming a part of the building permit, or omit or fail to complete, prior to occupancy, work required by the plans and specifications accepted by the Manager of Inspection Services, without first having obtained in writing the approval of the Manager of Inspection Services.
- 2.1.6** No person shall occupy or allow the occupancy of any building, or part thereof, unless the owner has obtained an occupancy permit from the Manager of Inspection Services.
- 2.1.7** No person having authority in the construction, reconstruction, demolition, deconstruction, alteration, removal, relocation or occupancy of a building shall cause, allow or maintain any unsafe conditions.
- 2.1.8** No person shall excavate or undertake work on, over or under public property, or erect or place any construction or work or store any materials on public property without approval having first been obtained in writing from the Manager of Inspection Services.
- 2.1.9** No person shall allow the ground elevations or the property boundaries of a building lot to be changed to place a building, or part thereof, in contravention of this bylaw, unless the building, or part thereof, is so altered after obtaining the necessary permit, that no contravention will occur as a result of the change of the property boundary or grades.
- 2.1.10** No person shall knowingly submit false or misleading information in support of an application for a permit under this bylaw.
- 2.1.11** No person shall reverse, alter, deface, cover, remove or in any way tamper with any notice, permit or certificate issued pursuant to this bylaw and posted on any building.
- 2.1.12** No person shall prevent or obstruct or attempt to prevent or obstruct entry of any municipal employee authorized to enter upon property by this bylaw.

- 2.1.13** No person shall prevent or obstruct or attempt to prevent or obstruct entry of the Manager of Inspection Services at all reasonable times on any property to make an assessment or inspection for any purpose under this bylaw.
- 2.1.14** No person shall fail to maintain, repair or field test a backflow preventer as required by subsection 2.2.17 (1) of this bylaw.
- 2.1.15** No person shall fail to submit a test report as required by subsection 2.2.17(2) of this bylaw.
- 2.1.16** No person being the owner or occupier of property shall fail to maintain or repair any storm water management facility required to be constructed on the property.
- 2.1.17** No person being the owner or occupier of property on which a storm water management facility is installed shall fail to submit proof of annual maintenance of a storm water management facility as outlined in subsection 2.2.18 of this bylaw.

#### SUBSECTION 2.2 - OBLIGATIONS OF OWNER

- 2.2.1** Every owner shall obtain all required permits or approvals, and pay all fees and provide all deposits prior to the commencement of work.
- 2.2.2** It is the owner's obligation to provide assurance that the Municipal services are at adequate depth to serve the proposal and that the plumbing is constructed to meet these services.
- 2.2.3** Every owner shall ensure that the plans and specifications on which the issue of the building permit was based are available at the site of the work for inspection during working hours by the Manager of Inspection Services, and that the permit is posted on the site during the entire execution of the work.
- 2.2.4** (1) When a registered professional provides Letters of Assurance in accordance with this bylaw, the Municipality will rely solely on field reviews undertaken by the registered professional and the Letters of Assurance submitted pursuant to this bylaw as assurance that the construction substantially conforms to the design and that the construction substantially complies with the Building Code, this bylaw and other applicable enactments respecting safety.
- (2) Except as provided in Section 2.2.4 (4), the owner or his or her agent shall give at least 24 hours notice to the Municipality when requesting an inspection for a building and shall obtain an inspection and receive a building official's acceptance of the following aspects of the work prior to concealing it:
- (a) after excavation for foundation is complete, but prior to placing any formwork;



- (b) after the forms for footings and foundations are complete, but prior to placing of any concrete therein;
  - (c) after removal of formwork from a concrete foundation and installation of perimeter drain tiles and damp-proofing, but prior to backfilling against foundation;
  - (d) when framing and sheathing of the building is complete, including fire-stopping, bracing, chimney, duct work, plumbing, gas venting, wiring, but before any insulation, lath or other interior or exterior finish is applied which would conceal such work;
  - (e) after insulation and vapour barrier has been installed and before any interior wall finish is applied and after stucco wire has been attached and before the stucco has been applied;
  - (f) before a building drain, sanitary or storm sewer is covered and if any part of plumbing system is covered before it is reviewed and approved, it shall be uncovered if the Manager of Inspection Services so directs and when considered necessary, underground building drains, branches, storm drains and sewers shall be retested after the completion of all backfilling and grading by heavy equipment, all such works shall be carried out in the presence of the Manager of Inspection Services;
  - (g) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or a portion of the building;
  - (h) in the case of a building demolition, after the completion of the demolition; and
  - (i) in the case of a building deconstruction, after completion of the deconstruction.
- (3) No aspect of the work referred to in Section 2.2.4 (2) of this bylaw shall be concealed until the Manager of Inspection Services has accepted it in writing.
- (4) The requirements of Section 2.2.4 (2) of this bylaw do not apply to any aspect of the work that is the subject of a registered professional's Letter of Assurance provided in accordance with Section 3.2.3 (2).
- (5) Notwithstanding 2.2.4 (1) of this bylaw, the Manager of Inspection Services may attend the site from time to time during the course of construction to ascertain that field reviews are taking place and to monitor field reviews undertaken by the registered professionals.

- 2.2.5** Every owner shall request in writing and receive approval from the Manager of Inspection Services prior to occupying any portion of the building if it is to be occupied in stages.
- 2.2.6** Every owner shall give such other notice to the Manager of Inspection Services as may be required by the provisions of this bylaw.
- 2.2.7** The Manager of Inspection Services may require the owner to obtain, at the owner's expense, tests and inspections necessary to prove compliance with this bylaw or the Building Code and shall promptly file a copy of all tests and inspection reports with the Manager of Inspection Services.
- 2.2.8** (1) Every owner shall provide to the Manager of Inspection Services an up-to-date survey of the building foundation by a British Columbia Land Surveyor after foundation is completed, prior to framing, and as required by the Manager of Inspection Services. The plan shall show the location of the building foundations in relation to the lot boundaries, geodetic floor elevations and all easements, rights-of-way and covenants.
- (2) Every owner shall provide to the Manager of Inspection Services height surveys of the building by a British Columbia Land Surveyor at various stages of construction as required by the Manager of Inspection Services to confirm compliance to any municipal bylaw respecting building heights.
- 2.2.9** When required by the Manager of Inspection Services, every owner shall uncover and replace at his or her own expense any work that has been covered contrary to an order issued by the above authority or prior to a field review of the work.
- 2.2.10** (1) Every owner is responsible for the cost of repair of any damage to public property or works.
- (2) Every owner shall, on issuance of a Building Permit for projects valued at more than \$2,500.00, deposit with the Manager of Inspection Services, a sum of money to secure payment for injury to, destruction, defacement, disturbance or deposit on or in Municipal property, installations, roads and accesses, caused by any work done under such permit or by any person doing the work. Such deposit shall be Five Hundred Dollars (\$500.00) where the work is alteration or repair of an existing building or demolition of a building and One Thousand Dollars (\$1,000.00) where the work is the construction of a new building. The Manager of Inspection Services may apply the deposit toward making good any such injury, destruction, defacement or disturbance to Municipal property and cleaning of Municipal property. The deposit is refundable after all the required inspections on the project have been completed to the satisfaction of the Manager of Inspection Services.

**2.2.11** (1) Every owner shall obtain an Occupancy Permit from the Manager of Inspection Services prior to any:

- (a) occupancy of a building or part thereof after construction, partial deconstruction, partial demolition or alteration of that building, or
- (b) change in the occupancy of any building or part thereof.

**2.2.12** When required by the Manager of Inspection Services, every owner shall provide a letter to certify compliance with these requirements and with any required permits.

**2.2.13** The granting of a permit, the review of the drawings and specifications or field reviews made by the Manager of Inspection Services shall not in any way relieve the owner of a building from full responsibility for carrying out the work or having it carried out in accordance with this bylaw, including ensuring that the occupancy of the building, or any part thereof, is in accordance with the terms of the occupancy permit.

**2.2.14** When a building or part thereof is in an unsafe condition, the owner shall take all necessary action to put the building in a safe condition.

**2.2.15** (1) Before an owner obtains a building permit to construct or have constructed a building or building component that requires professional design and field review according to Subsection 2.4 the owner shall:

- (a) retain the required registered professionals; and
- (b) deliver to the Manager of Inspection Services Letters of Assurance, Schedules A, B-1 and B-2, in the form set out in the Building Code.

(2) Before an owner obtains an occupancy permit or final inspection from the Manager of Inspection Services for a building or building component that requires professional design and field review according to subsection 2.4, the owner shall deliver to the Manager of Inspection Services Letters of Assurance, in the form set out in Schedules C-A and C-B of the Building Code.

(3) When a registered professional provides Letters of Assurance in accordance with this bylaw, he or she shall obtain and keep in force professional liability insurance and shall provide proof of such insurance to the building official in the form provided by the Municipality.

**2.2.16** Every owner shall ensure that all construction complies with the Building Code, this bylaw and other applicable enactments respecting safety.

- 2.2.17** (1) The owner of the property on which a backflow preventer is installed shall maintain, repair and field test the backflow preventer, as required by the Building Code, in conformance with CSA B64.10 "Backflow Prevention Devices-Selection, Installation, Maintenance and Field Testing@ (herein called "the CSA Standard@).
- (2) The owner shall submit test reports from each field test carried out under the CSA Standard to the Manager of Inspection Services by no later than thirty (30) days following completion of the test.
- 2.2.18** (1) The design, construction and maintenance of any storm water management facility required to be constructed as a condition of issuance of a building permit, shall conform to Section S/D 1, Clause 3.03 of Schedule "H" of the "Subdivision Bylaw No. 7452" or any successor bylaw, including proof of annual maintenance.
- (2) The owner or occupier of property on which a storm water management facility is constructed, shall submit written proof, acceptable to the Director of Planning, that the said facility has received maintenance to ensure its operation functions as intended. The maximum time between maintenance operations shall be twelve (12) months. Said written proof shall be submitted to the Director of Planning within thirty (30) days following completion of the maintenance operations.
- 2.2.19** Every owner to whom a permit is issued shall be responsible for the cost of repair of any damage to municipal works and property that occurs in the course of the work authorized by the permit.

### SUBSECTION 2.3 - OBLIGATIONS OF MUNICIPALITY

- 2.3.1** The Manager of Inspection Services is authorized to administer and enforce this bylaw.
- 2.3.2** The Manager of Inspection Services may issue, in writing, such notices or orders as may be necessary to inform the owner where a contravention of this bylaw has been observed.
- 2.3.3** The Manager of Inspection Services shall answer such relevant questions as may be reasonable with respect to the provisions of this bylaw when requested to do so, but shall not assist in the laying out of any work and from acting in the capacity of an engineering or architectural consultant.
- 2.3.4** The Manager of Inspection Services shall issue a permit to the owner when, to the best of his or her knowledge, the applicable conditions, as set forth in this bylaw, have been met and the prescribed fee has been paid.

### SUBSECTION 2.4 - ADMINISTRATION AND ENFORCEMENT

**2.4.1** The Manager of Inspection Services may enter any property or premises at any reasonable time for the purpose of administering or enforcing this bylaw, or if there is reason to believe an unsafe condition exists.

**2.4.2** (1) The Manager of Inspection Services may order:

- (a) a person who contravenes this bylaw to comply with it within the time period specified;
- (b) work to stop on the building or any part thereof if such work is proceeding in contravention of this bylaw, or if there is deemed to be an unsafe condition, by placing a "Stop Work" notice or by written notice;
- (c) the removal of any unauthorized encroachment on public property;
- (d) the removal of any building or part thereof constructed in contravention of this bylaw;
- (e) the cessation of any occupancy in contravention of this bylaw;
- (f) the cessation of any occupancy if any unsafe condition exists because of work being undertaken or not completed; and
- (g) correction of any unsafe condition.

**2.4.3** The Manager of Inspection Services may direct that tests of materials, equipment, devices, construction methods, structural assemblies or foundation conditions be made, or sufficient evidence or proof be submitted at the expense of the owner, where such evidence or proof is necessary to determine whether the material, equipment, device, construction or foundation condition complies with this bylaw.

**2.4.4** (1) Where the site conditions, the size or complexity of a building, part of a building or building component warrant, the Manager of Inspection Services may require:

- (a) professional design and field review; and
- (b) that the appropriate Letters of Assurance, Schedules A, B-1, B-2, C-A and C-B as contained in the Building Code be submitted by the owner.

(2) Without limiting the generality of Subsection 2.4.4 (1), the following shall require professional design and field review:

- (a) buildings that fall within the scope of Part 3 of the Building Code;

- (b) structural components of buildings that fall within the scope of Part 4; or
  - (c) a building that is designed with common egress systems for the occupants and requires the use of firewalls according to Subsection 2.1.7 of the Building Code.
- (3) Professional design and field review requires that a registered professional comply with the requirements of Section 2.6 Professional Design and Review in the Building Code.
- 2.4.5** The Manager of Inspection Services may issue a permit at the risk of the owner with conditions to ensure compliance with these requirements and any other applicable regulations, to excavate or to construct a portion of a building before all the plans of the project have been submitted or accepted by the Manager of Inspection Services.
- 2.4.6** The Manager of Inspection Services may issue a permit for the whole project conditional upon the submission, prior to commencing work, of additional information not available at the time of issue, if such information is of secondary importance and is of such a nature that the withholding of the permit until its availability would delay the work unreasonably.
- 2.4.7** (1) The Manager of Inspection Services may refuse to issue any permit:
- (a) whenever information submitted is inadequate to determine compliance with the provisions of this bylaw;
  - (b) whenever incorrect information is submitted;
  - (c) that would authorize any building work or occupancy that would not be permitted by this bylaw;
  - (d) where the proposed work does not comply with the Building Code, a Municipal bylaw or a statute; or
  - (e) where the proposed work will contravene a restrictive covenant, statutory right-of-way or easement registered in favour of the Municipality.
- 2.4.8** (1) The Manager of Inspection Services may revoke a permit if:
- (a) there is a contravention of any condition under which the permit was issued;
  - (b) construction is at variance with the permit drawings;
  - (c) the permit was issued in error; or

(d) the permit was issued on the basis of incorrect information.

**2.4.9** The Manager of Inspection Services shall place a value on the cost of the work for the purpose of determining permit fees to be applicable.

**2.4.10** (1) Where a deficiency in the building or structure cannot be corrected immediately due to seasonal conditions, the Manager of Inspection Services may issue a Certificate of Occupancy providing:

- (a) the deficiency does not endanger the health or safety of future occupants of the building or structure; and
- (b) the holder of the Building Permit provides an irrevocable Letter of Credit with the Municipality in the amount of 150% of the estimated cost of remedying the deficiency and agrees in writing with the Municipality to complete the works by a date specified in the agreement, failing which the Municipality shall be entitled to enter upon the property and complete the work at the expense of the owner.

**2.4.11** Before issuing an occupancy permit, the Manager of Inspection Services may require the owner to provide letters to certify that these requirements and the necessary permit requirements have been met.

**2.4.12** (1) If field review of the work under permit shows that it is unsatisfactory, unsafe or in violation of this bylaw, the Manager of Inspection Services shall advise the permit holder by written notice posted on site or by letter. The permit holder shall then perform the alterations, corrections or replacements as may be necessary and advise the Manager of Inspection Services when the work is ready for further field review.

(2) Any person to whom a permit has been issued under this bylaw and who has been notified in writing of a violation, in accordance with Subsection 2.4.12 (1) and who has not complied with the requirements of such notice within ten (10) days of such notice or as otherwise specified in writing, shall have no further permits issued under this bylaw until the person has complied.

**2.4.13** The Manager of Inspection Services shall provide the reasons for refusal to grant a permit, when requested to do so.

**2.4.14** (1) Where any failure occurs which causes or has the potential to cause injury or loss of life, the Manager of Inspection Services may require the owner or his or her agent to submit a report stating:

- (a) the name and address of the owner of the building;

- (b) the address or location of the building involved in the failure;
- (c) the name and address of the constructor;
- (d) the nature of the failure; and
- (e) the plans to rectify the failure, complete with time parameters.

### **SECTION 3 - PERMITS AND PERMIT FEES**

#### **SUBSECTION 3.1 - PERMITS**

- 3.1.1** For the purposes of this Section, a permit means an authorization in writing by the Manager of Inspection Services to perform work regulated by this bylaw and, in the case of an occupancy permit, to occupy any building or part thereof.
- 3.1.2** A building permit or plumbing permit, or both, is required prior to the commencement of work whenever work regulated by this bylaw is to be undertaken.
- 3.1.3** In addition to the permits required in Section 3.1.2, chimney, fireplace and solid fuel burning appliance permits are required, prior to commencement of work.
- 3.1.4** (1) An occupancy permit is required:
- (a) to allow the occupancy of a building or part thereof; or
  - (b) when the occupancy of a building or part thereof is changed.
- 3.1.5** (1) Except as provided in Subsection (2), a building shall not be constructed, altered, reconstructed, deconstructed, demolished, removed, or relocated unless a Building Permit to do so has been obtained.
- (2) A building permit is not required for maintenance work such as painting, residing or reroofing with similar products.
- 3.1.6** (1) Except as provided in Subsection (2), a plumbing system shall not be constructed, installed, extended, altered, renewed or repaired, or connected to a municipal sewer, drain or water service, unless a plumbing permit to do so has been obtained.
- (2) A plumbing permit is not required when a valve, faucet, fixture or service water heater is repaired or replaced, a stoppage cleared or a leak repaired if no change to the piping is required.



**3.1.7** (1) Except as provided in Subsection (2), a Plumbing Permit shall be issued only to a person holding a current Certificate of Proficiency in respect of the plumbing trade issued pursuant to the *Apprenticeship and Tradesmen's Qualification Act* of British Columbia or a permit exempting him/her from holding such certificate, or to the owner of a single family dwelling who furnishes for the Manager of Inspection Services proof of property ownership and his or her knowledge and ability to perform the work covered by the application.

(2) A permit for the installation of drains and sewers outside a building may be issued to a sewer, drain, or general contractor.

**3.1.8** Application fees and permit fees shall be as provided for in Appendix A of this bylaw.

**3.1.9** When an occupancy permit is issued for a tent or air-supported structure, it shall be subject to renewal every twelve (12) months.

**3.1.10** Disclaimer of Warranty or Representation – Neither the issuance of a permit under this bylaw, the review and acceptance of the design, drawings, plans or specifications, nor inspections made by a building official, shall constitute a representation or warranty that the Building Code or the bylaw have been complied with or the building or structure meets any standard of materials or workmanship, and no person shall rely on any of those acts as establishing compliance with the Building Code or this bylaw or any standard of construction.

#### SUBSECTION 3.2 - APPLICATION FOR PERMIT

**3.2.1** To obtain a permit the owner shall file an application in writing on the prescribed form.

**3.2.2** (1) All drawings, plans and specifications shall:

- (a) bear the name, address, and telephone number of the designer; and
- (b) contain all design criteria, calculations, and other pertinent information necessary to verify compliance with this and other bylaws, the Building Code, and other applicable enactments.

**3.2.3** (1) Except as otherwise allowed by the Manager of Inspection Services, every application shall:

- (a) be signed by the owner or his or her agent;
- (b) state the intended use or uses of the buildings;

- (c) submit two sets of drawings for one or two family dwelling unit projects and four sets of drawings for all other projects. The drawings are to be to an acceptable scale showing the following minimum information:
  - (i) the dimensions of the building to an appropriate scale,
  - (ii) the proposed use of each room or floor area,
  - (iii) a site plan of the land on which the building is, or is to be, situated complete with building setbacks, proposed driveway, covenants, rights-of-way, and all trees on site and boulevard with drip lines,
  - (iv) when required by the Manager of Inspection Services, the grades and elevations of the streets and sewers abutting the land referred to in Subclause (iii),
  - (v) the position, height and horizontal dimensions of all buildings on the land referred to in Subclause (iii) complete with existing natural grade and finished grade,
  - (vi) when required by the Manager of Inspection Services a survey, by a registered B.C. Land Surveyor, of the building site including existing geodetic natural grade elevations,
  - (vii) the technical information specified in this or other bylaws required to be included on the drawings,
  - (viii) such other information as is necessary to illustrate all essential features of the design of the building;
- (2) Every permit application for Complex Building shall also be accompanied by:
  - (a) a plan that shows the location and size of every building drain and of every trap or inspection piece that is on a building drain;
  - (b) a sectional drawing that shows the size and location of every soil-or-waste pipe, trap and vent pipe;
  - (c) a Letter of Assurance in the form of Schedule A as referred to in Section 2.6 of Part 2 of the Building Code, signed by the owner, or a signing officer of the owner if the owner is a corporation, and the coordinating registered professional;
  - (d) Letters of Assurance in the form of Schedules B-1 and B-2 as referred to in Section 2.6 of Part 2 of the Building Code, each signed by such

registered professionals as the building official or Building Code may require to prepare the design for and conduct field reviews of the construction of the building or structure;

- (e) a completed Building Code Information Sheet in the form provided; and
- (f) all other information necessary to establish compliance with this bylaw and the Building Code.

**3.2.4** (1) Where an application for a permit which has not been completed in conformance with the requirements of the Manager of Inspection Services or where the permit fee has not been paid within six (6) months after the date of receiving the application, the application shall be cancelled and the application fee shall be forfeited.

(2) When an application is cancelled the plans and related documents submitted with the application may be destroyed.

**3.2.5** (1) A permit shall expire and the right of an owner under the permit shall terminate if:

- (a) the work authorized by the permit is not commenced within six (6) months from the date of issue of the permit;
- (b) work is suspended for a period of six (6) months;
- (c) the building has not been completed at the end of a twenty-four (24) month period following permit issuance; or
- (d) an extension has not been issued.

(2) A permit may be extended up to twelve (12) months if the extension is requested in writing prior to the expiration of the permit and the required permit extension fee is paid.

(3) In order to complete a project, where a permit has expired, a new permit must be obtained and new permit fee paid based on the value of the work remaining.

**3.2.6** Any revision to the original application described in Section 3.2.2 shall be made in the same manner as for the original permit.

**3.2.7** Where the proposed work includes two or more physically separated buildings, a separate permit shall be obtained for each building.

**3.2.8** (1) The Letters of Assurance in the form of Schedules B-1 and B-2 referred in Section 2.6 of Part 2 of the Building Code and provided pursuant to this bylaw

are relied upon by the Municipality and its building officials as certification that the design and plans to which the Letters of Assurance relate comply with the Building Code and other applicable enactments relating to safety.

- (2) When a building permit is issued where Letters of Assurance are provided for an aspect of the work in accordance to this bylaw then:
- (a) the building permit shall include a condition on the permit to the owner that the building permit is issued in reliance upon the certification of the registered professionals that the design and plans submitted in support of the application for the building permit comply with the Building Code and other applicable enactments relating to safety; and
  - (b) the permit fee shall be reduced by 5% of the fees payable pursuant to Appendix "A" of this bylaw, up to a maximum reduction of \$500.00 (five hundred dollars).

### SUBSECTION 3.3 - APPROVAL IN PART

- 3.3.1** Where, in order to expedite work, approval of a portion of the building is desired prior to the issuance of a permit for the whole project, application shall be made for the complete project, and complete plans and specification covering the portion of the work for which immediate approval is desired shall be filed with the Manager of Inspection Services.
- 3.3.2** Should a permit be issued for part of a building, it shall be on the condition that the owner agrees to accept full responsibility for any loss or damage or expense that may arise if the permit for the entire building is not issued or is not issued in the form requested.

### SUBSECTION 3.4 - PERMIT FOR A TEMPORARY BUILDING

- 3.4.1** Notwithstanding anything contained elsewhere in this bylaw, a permit for a temporary building may be issued by the Manager of Inspection Services, authorizing for a limited time only the erection and existence of a building, or part thereof, for an occupancy which, because of its nature, will exist for a short time, under circumstances that warrant only selective compliance with this bylaw or the Building Code.
- 3.4.2** A permit for a temporary building shall state the date after which and the conditions under which the permit is no longer valid.
- 3.4.3** A permit for a temporary building may be extended provided permission in writing is granted by the Manager of Inspection Services.

**3.4.4** A permit for a temporary building shall be posted on the building.

## **SECTION 4 - ADDITIONAL REQUIREMENTS**

### **SUBSECTION 4.1 - BUILDING INSPECTION OR REVIEW**

**4.1.1** Any registered professional responsible for inspection or review of any portion of the work shall, upon request, make copies of all inspection or review reports available to the Manager of Inspection Services.

### **SUBSECTION 4.2 - INSPECTION AND TESTING OF PLUMBING SYSTEMS FOR STANDARD BUILDINGS**

**4.2.1** Where a plumbing permit is required, the system shall not be put into use until it has been reviewed and tested to the satisfaction of the Manager of Inspection Services.

**4.2.2** The plumbing contractor shall notify the Manager of Inspection Services when the work is complete and ready to be reviewed or tested.

**4.2.3** The plumbing contractor shall furnish any equipment, material, power or labour that is necessary for inspection or testing.

**4.2.4** If any part of a plumbing system is covered before it has been reviewed and accepted by the Manager of Inspection Services, it shall be uncovered if the Manager of Inspection Services so directs.

**4.2.5** If any part of a plumbing system is not accepted by the Manager of Inspection Services after it has been reviewed or tested, the owner or plumbing contractor shall make any alteration or replacement that is necessary, and the work shall be subjected to further inspection or testing.

**4.2.6** The Manager of Inspection Services may inspect an existing plumbing system and, where there is reason to suspect that the system is not satisfactory, order it to be tested.

**4.2.7** If any part of the system has become or is in a condition that it may become dangerous or injurious to health, the owner shall make any alteration or replacement ordered in writing by the Manager of Inspection Services.

### **SUBSECTION 4.3 - MUNICIPAL REQUIREMENTS FOR PLUMBING SYSTEMS**

**4.3.1** Except where an inspection chamber conforming to Schedule "H" of the "Subdivision Bylaw No. 7452" or any successor bylaw exists, every connection to a sanitary

sewer or storm sewer service shall be fitted at the property line with an acceptable clean-out to enable inspection and cleaning to the main. The clean-out shall extend to the surface vertically and shall be provided with a cap.

- 4.3.2** All sewer connections to municipal mains or laterals on municipal property or rights-of-way are to be made by municipal crews only. No private individual or contractor shall be permitted to excavate on a municipal road allowance or sewer right-of-way for the purpose of installing or cleaning a sewer house connection. No excavations for installation or maintenance of ditches or storm drains and connections on a municipal road allowance or drain right-of-way shall be permitted without a permit to work in the road allowance from the Director of Planning.
- 4.3.3** Except where specifically required by the Manager of Inspection Services and where proper legal right-of-way or easement has been obtained and such plans are approved by the Manager of Inspection Services, no plumbing system, drainage system, house sewer, private sewage disposal system or parts thereof, shall be located in any lot other than the lot that is the site of the building, structure, or premises served by such facilities.
- 4.3.4** Where a building is deconstructed, demolished or removed from its site, the sanitary sewer and storm drain connections shall be provided with a water tight cap or plug and the location marked as required by the Manager of Inspection Services. Water connections shall be terminated at the main. Such cappings or removals shall be performed only by Municipal employees at fees specified in the Sanitary Sewer, Drain Connection and Water Utility Bylaws.
- 4.3.5** When provision is made for the future installation of fixtures, they shall be included in calculating the required sizes of drain pipes. Construction to provide for such future installations shall be terminated with a plugged fitting or fittings and shall be vented as required by this bylaw.
- 4.3.6** Where a building contains fewer than nine sprinkler heads, such heads may be connected to a water supply serving other equipment in the building. Where additional sprinkler heads are installed, such sprinkler heads shall be connected to a separate water supply.
- 4.3.7** The installation of irrigation systems shall comply with Building Code and a plumbing permit is required.
- 4.3.8** The installation of underground water, sewer and drain systems on private property from the exterior of a building to the property line in respect of developments other than single family or duplex dwellings shall, in addition to complying with the Building Code, comply with the specifications set out in the "Subdivision Bylaw No. 7452" or any successor bylaw for such systems within subdivisions.

- 4.3.9** Within thirty (30) days of the completion of a sewer connection, an existing septic tank on property shall be removed or shall be completely pumped out and filled with sand or gravel to the satisfaction of the Manager of Inspection Services. The septic tank pumpage shall be disposed of in an approved manner.
- 4.3.10** Fire hydrants on private property shall be 150 mm, tested for a working pressure of 1725 kPa and having one 148 mm pumper port and two 65 mm hose ports set diagonally. The ports are to be threaded to the B.C. Standard and provided with caps. The operating nut is to be pentagonal with 25 mm sides turning clockwise to open and the port caps shall have matching nuts. A drain valve shall be incorporated in the base of the hydrant. There shall be a gate valve installed to isolate the fire hydrant for maintenance. Approximately 0.4 cubic metres of coarse gravel shall be placed around the base of the hydrant to facilitate drainage.
- 4.3.11** Following the commencement of deconstruction, the permit holder must ensure that deconstruction is completed and the site cleared within:
- (a) twenty-eight (28) calendar days with any building with a total floor area equal to or less than 185 square metres.
  - (b) thirty-five (35) calendar days for buildings with a total floor area greater than 185 square metres.

#### SUBSECTION 4.4 - SWIMMING POOLS

- 4.4.1** Every application for a building permit for a swimming pool shall be accompanied by a plan showing the location of the proposed pool and all water supply piping, waste piping and all related fittings.
- 4.4.2** Swimming pools shall be enclosed by a fence as required by the municipal "Swimming Pool and Liquid Storage Tank Fence Bylaw No. 6016" or any successor bylaw.
- 4.4.3** No pool, designed to be supplied with water direct from the domestic water supply shall have any water inlet below the flood level of the pool unless protected by an approved vacuum breaker.
- 4.4.4** There shall be no direct connection between any domestic water supply line and any circulating pump, filter or other device that comes in contact with the pool water. Recirculating systems shall take the water supply to the pool from an open surge tank or other system approved by the Manager of Inspection Services. The supply to the surge tank shall be above the flood level of the tank, in such manner as to prevent water from the tank from entering the supply line.
- 4.4.5** Swimming pool waste water shall discharge into a sanitary sewer where available.

- 4.4.6** Waste water from a swimming pool may be used for irrigation unless it would cause a nuisance or unsanitary condition.
- 4.4.7** For areas not served by sanitary sewer, the method of waste water disposal shall be approved by the Manager of Inspection Services.
- 4.4.8** All swimming pools shall have the bottom and inner sides constructed of smooth non-absorbent materials and be drained through one or more metal grated openings. All such drains shall have a gate valve installed, located in an accessible sump adjacent to the outside walls of the pool. When the sump is connected to a storm sewer or is otherwise subject to backflow, a backwater valve shall be installed.
- 4.4.9** No direct connection shall be made between any storm drain, sewer or any other drainage system and any line connected to a swimming pool.
- 4.4.10** Scum gutter drains or floor drains serving walks around the pool may be installed as special waste pipes provided each outlet is trapped and independent vent pipes are installed on the high ends of the mains in a manner that will ensure circulation of air.
- 4.4.11** For pools constructed below the surrounding grade, a relief valve system is required to be installed to prevent damage to an empty pool should the ground water table rise above the level of the base of the pool.
- 4.4.12** The enclosure, protection and sanitation of private swimming pools for dwellings and apartments shall be the responsibility of the owner of the property.
- 4.4.13** Public swimming pools, in addition to being required to meet the terms of this bylaw, are to comply with applicable Provincial regulations.

#### SUBSECTION 4.5 - DESIGN DATA

- 4.5.1** Design data for the design of a building in the Municipality of the District of Saanich shall be as provided for Victoria (Mt. Tolmie) in the current Appendix to the Building Code.

#### SUBSECTION 4.6 - REQUIRED SITE SERVICES

- 4.6.1** (1) No permit for the construction of any building or building addition shall be issued unless the following works and services are provided:
  - (a) a road within dedicated road allowance of sufficient strength, grade and width is available to provide ready access to the building by fire and emergency vehicles at all times;



- (b) a water service or other source of supply approved by the Medical Health Officer is available for the building;
  - (c) a sewer or other method of sewage disposal approved by the Medical Health Officer has been installed or approved to service the building; and
  - (d) an approved method of storm drainage disposal has been installed to service the building.
- (2) No permit for the construction of a two family dwelling unit shall be issued unless separate water, sewer and storm drain plumbing systems with separate service connections are provided.
- 4.6.2** (1) Where a required access route is provided by a private roadway or yard that exceeds 45 m, for a building falling under Part 9 of the Building Code, the access route shall be designed to:
- (a) have clear width of at least 6 m unless it can be shown that lesser widths are acceptable;
  - (b) have a centre line radius of not less than 12 m;
  - (c) have an overhead clearance of at least 5 m;
  - (d) have a change of gradient of not more than 1 in 12.5 over a minimum distance of 15 m;
  - (e) have a grade not exceeding 15%;
  - (f) support the expected loads imposed by firefighting equipment and be surfaced with concrete, asphalt or other material designed to permit accessibility under all climatic conditions;
  - (g) have turnaround facilities for any dead-end portion of the access exceeding 90 m; and
  - (h) be connected to a public thoroughfare.

#### **SUBSECTION 4.7 - REQUIRED WORKS AND SERVICES TO BE COMPLETED**

- 4.7.1** In this subsection, works and services means those highways, sidewalks, boulevards, boulevard crossings, transit bays, street lighting, underground wiring systems, water distribution systems, fire hydrant systems, sewage collection systems, sewage disposal systems, drainage collection systems and drainage

disposal systems required to be constructed, upgraded or installed pursuant to the "Subdivision Bylaw No. 7452" or any successor bylaw.

**4.7.2** In addition to the requirements of this subsection, every owner of land being developed shall provide or upgrade all works and services on the site being developed and along the entire length of the frontage of any highway adjacent to the site in accordance with the standards and specifications of the "Subdivision Bylaw No. 7452" or any successor bylaw.

**4.7.3** (1) All works and services required pursuant to this subsection shall be constructed, upgraded or installed at the expense of the owner of the land prior to the issuance of a Building Permit.

(2) Notwithstanding subsection (1), in the case of developments other than one or two family dwelling units, where the owner:

(a) deposits with the Municipality an irrevocable Letter of Credit in favour of the Municipality in the amount of 120% of the estimated cost of the works and services; and

(b) enters into a development servicing agreement with the Municipality to construct and install the required works and services by a specified date or forfeit the deposit;

the works and services may be installed after the issuance of a Building Permit.

(3) The owner shall, prior to the issuance of a Building Permit:

(a) enter into a written agreement with the Municipality to rectify any deficiencies in design, materials or workmanship that may arise in connection with the works and services during the twelve (12) months next following the assumption for the works and services by the Municipality. The length of the warranty period may be increased by direction of the Director of Planning;

(b) deposit with the Manager of Inspections Services an irrevocable Letter of Credit in the amount of 5% of the estimated cost of the works and services as a guarantee of performance under this agreement; and

(c) pay an administration fee equal to 4.5% of cost estimates acceptable to the Municipality of the construction of any works and services required pursuant to this section.

**4.7.4** Where water, drainage or sewage systems required for the development are not within a highway, the owner of the land shall grant to the Municipality a right-of-way

acceptable to the Director of Planning in accordance with the Municipality's standard Right-of-Way Agreement.

- 4.7.5** Where water, drainage or sewage systems required for the development must cross over privately owned land, owned by a third party, the owner shall be responsible for obtaining the consent of the third party to grant to the Municipality a right-of-way permitting the installation and repair of such services in accordance with the Municipality's standard Right-of-Way Agreement.

#### **SUBSECTION 4.8 - BUILDING MOVES**

- 4.8.1** No person shall move or cause to be moved a building into the Municipality or from one property to another in the Municipality without first obtaining a permit to carry out such move and the rehabilitation of the building on the property to which it is to be moved.

- 4.8.2** (1) A permit as required under this subsection shall only be issued for a dwelling provided:

- (a) based on the detailed plans and specifications provided by the owner, the Manager of Collections confirms that the appraised value of a relocated dwelling which has been rehabilitated to meet the Building Code is at least equal to 100% of the average assessed value of the eight lowest assessments of the ten closest properties measured from the centre point of the subject property on which the relocated house was placed;
- (b) the application for a permit to move is accompanied by detailed plans and specifications of the proposed relocation and rehabilitation of the building; and
- (c) a certified cheque or irrevocable Letter of Credit in favour of the Municipality for \$5,000.00 for a detached housing unit, \$5,000.00 per dwelling unit for a two family dwelling unit or attached housing unit and \$1,000.00 for an outbuilding is provided. The deposit is to secure payment for injury to, destruction, defacement, disturbance or deposit of material on Municipal property. The Manager of Inspection Services may apply the deposit toward making good any injury, destruction, defacement, disturbance to Municipal property and cleaning of Municipal property due to deposit of material.

- 4.8.3** When a building structure is raised to accommodate a basement or when a building structure is relocated to another foundation site, then the existing chimney and fireplace unit is to be dismantled and rebuilt. Permits for the replacement fireplace or chimney are to be applied for through the Inspection Services Division.

**4.8.4** On the site of the building being moved or deconstructed, a permit holder for moving or deconstruction may conduct a sale of hardware, building materials and other items salvaged from the building, for a period of no more than fourteen (14) calendar days for buildings with a total floor area less than or equal to 185 square metres and twenty-one (21) calendar days for buildings with a total floor area greater than 185 square metres, the time being calculated from the date the moving or deconstruction is commenced.

#### SUBSECTION 4.9 - DEVELOPMENT PLANS

**4.9.1** Before application is made for a Building Permit for any building other than a detached housing unit, a Development Plan shall be submitted and receive the written approval of the Municipal Planning Officer. Failure to comply with the final Development Plan as approved by the Municipal Planning Officer shall, in addition to any other penalty provided for in this bylaw, result in the cancellation of the Building Permit.

#### SUBSECTION 4.10 - SECOND DWELLING UNIT

**4.10.1** (1) Where only one dwelling unit is permitted on the lot, the owner may obtain a building permit to construct a second dwelling unit on the lot by entering into a written agreement, prior to the issuance of the building permit, with the Municipality to:

- (a) demolish the first dwelling unit within thirty (30) days of occupying or permitting occupancy of the second dwelling unit; or
- (b) convert the first dwelling unit into an acceptable use within thirty (30) days of occupying or permitting occupancy of the second dwelling unit and grant to the Municipality a restrictive covenant as required by the Manager of Inspection Services.

(2) To ensure performance of the demolition or conversion of the first dwelling unit in subsection 4.10.1(1) the owner shall, prior to the issuance of a building permit;

- (a) deposit in favour of the Municipality an irrevocable Letter of Credit in the amount of \$10,000.00 for a demolition project or a conversion project, and
- (b) agree to allow the Manager of Inspection Services and his or her agents to enter the property, if the owner has not complied with the written agreement to demolition or convert the first dwelling and apply the deposit towards the costs, including administration fees, for the demolition of the first dwelling unit.

#### SUBSECTION 4.11 – FIRE HAZARD DEVELOPMENT PERMIT AREA – SPARK

## ARRESTORS

- 4.11.1** Chimneys attached to solid fuel-burning appliances installed in buildings in the Rural Saanich Fire Hazard Development Permit Area shall be equipped with spark arrestors complying with the following:
- a) The arrestor screen shall have heat and corrosion resistance equivalent to 19-gauge (1.04 mm) galvanized steel or 24-gauge (0.61 mm) stainless steel.
  - b) Openings shall not allow passage of spheres having a diameter larger than 12.7 mm nor block the passage of spheres having a diameter of less than 9.5 mm.
  - c) The spark arrestor shall be accessible for cleaning, and the screen or chimney cap shall be removable to allow for cleaning of the chimney flue.
  - d) Where part of a listed chimney termination system, spark arrestors shall be constructed and installed in accordance with the listing.

## **SECTION 5 OFFENCES AND PENALTIES**

### SUBSECTION 5.1 - GENERAL

- 5.1.1** No person shall do any act or suffer or permit any act or thing to be done in contravention of this bylaw.
- 5.1.2** Every person who, without lawful excuse, contravenes this bylaw by willfully doing any act which it forbids or omitting to do any act which it requires to be done, is guilty of an offence and is liable, on summary conviction, to a fine of not less than \$150.00.
- 5.1.3** The penalties imposed under the previous section, shall be in addition to and not in substitution for any other penalty or remedy imposed by this bylaw.

## **SECTION 6 BYLAW REPEAL AND EFFECTIVE DATE**

### SUBSECTION 6.1 - GENERAL

- 6.1.1** The "Building and Plumbing Bylaw, 1993, No. 7188" and amendments thereto are hereby repealed except insofar as they may repeal any other bylaw.

**6.1.2** This bylaw shall come into effect on April 25, 2005.

**6.1.3** This bylaw may be cited for all purposes as the "**BUILDING AND PLUMBING BYLAW, 2005, NO. 8627**".

**Includes Bylaw Amendments No. 8791 and 9031**

**APPENDIX "A" TO BYLAW NO. 8627**

**A. SCALE OF FEES - BUILDING PERMITS**

1. The charge for permits issued in accordance with this bylaw, shall be based on the value of construction as determined by the Manager of Inspection Services and the fee shall be calculated in accordance with the following scale:
  - (a) For permits \$1,000.00 or less in value \$50.00
  - (b) For permits in excess of \$1,000.00 value, the fees shall be:  
  
\$50.00 for the first \$1,000.00, plus  
\$13.00 per thousand for the next \$499,000.00, plus  
\$10.00 per thousand for all value in excess of \$500,000.00.
  - (c) For extension of permit \$50.00
  - (d) Application Fee, non-refundable, included in Building Permit Fee:  
  
For permits with value of construction \$5,000.00 or less \$30.00  
For permits with value of construction in excess of \$5,000.00 \$100.00
2. The value of construction shall be the greater of:
  - (a) the contract price including taxes and a reasonable allowance for extras; or
  - (b) the value as determined by the Manager of Inspection Services based on fair market value.
3. The fee for a permit to deconstruct, wreck, demolish or remove a building from a lot shall be \$50.00 plus deposits and fees as required.
4. The fee for a permit to move a building on to a site, in accordance with subsection 4.8 Building Moves, shall be based on the value of the building and the value of work required on site. The minimum permit fee shall be \$100.00.

**B. SCALE OF FEES - PLUMBING PERMITS**

1. **Plumbing Fixtures:**

- (a) For each fixture \$19.00
- (b) For completion only if new permit is required and rough-in has been previously completed; for each fixture \$10.00

(c) For any alteration or replacement not involving installation of a fixture	\$50.00
(d) For each internal roof leader	\$10.00
<b>2. <u>Sewer Connections:</u></b>	
(a) House storm drain or sanitary sewer to property line	\$50.00
(b) For private storm drains or sanitary sewers larger than 100 mm (4") or longer than 76 m (250') per 30.5 m (100')	\$50.00
(c) Manholes or interceptors	\$50.00
(d) Pumping Stations	\$50.00
<b>3. <u>Fire Protection Equipment:</u></b>	
(a) Sprinkler systems 1 to 8 sprinkler heads	\$50.00
(b) Each additional 20 sprinkler heads	\$30.00
(c) Standpipe hose outlets	\$20.00
(d) Fire Hydrants	\$50.00
4. Hot water storage tank	\$20.00
5. Residential irrigation system	\$50.00
6. Commercial irrigation system	\$100.00
7. Floor drain for hot water tank	\$10.00
8. Water and drain connections for a swimming pool	\$30.00
9. Minimum plumbing permit fee	\$50.00
10. Water service connection to property line	\$50.00

**C. SCALE OF FEES - CHIMNEY, FIREPLACE AND SOLID FUEL BURNING APPLIANCE PERMITS**

1. Chimney	\$40.00
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- |  |         |
|--|---------|
| 2. Fireplace   | \$30.00 |
| 3. Solid fuel burning stove, range, furnace, boiler or space heating appliance | \$30.00 |
| 4. Minimum chimney, fireplace or solid fuel burning appliance permit fee       | \$50.00 |

#### **D. SCALE OF FEES - OIL BURNING APPLIANCE PERMITS**

Administered by the Fire Department - See "Oil Burning Equipment and Flammable Liquid and Combustible Liquid Fuel Tank Bylaw, 2001, No. 8204" or any successor bylaw for the schedule of fees.

#### **E. GENERAL**

1. **Double Permit Fee** - If any work for which a permit is required under this bylaw shall commence before a permit has been obtained, the fee payable as determined in the above schedule shall be doubled.
2. **Refunds** - At any time before the work has commenced in respect to which a permit has been issued, the permit holder may apply for cancellation of the permit. Upon receipt of such application, the Manager of Inspection Services, if satisfied that the work has not commenced, shall cancel the permit and shall refund to the permit holder 50% of the fee paid by him/her in respect of the permit.
3. **Reinspection Fee** - Where any inspection carried out pursuant to this bylaw discloses faulty work and a subsequent inspection is made necessary, the fee for such subsequent inspection shall be \$35.00. Where a permit holder fails to have the work to be inspected accessible and ready at the time the inspection is called for, the Manager of Inspection Services may charge an additional fee of \$35.00 for each subsequent call for inspection made necessary.
4. No fee is payable for a building permit to replace, repair, alter or reconstruct the building envelope of a building, or any part thereof, where such work is necessary due to damage or potential damage to the building by the penetration of precipitation.