



District of West Vancouver

Building Bylaw Bylaw No. 4400, 2004

Effective Date – December 15, 2004

Consolidated for Convenience Only

This is a consolidation of the bylaws below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaw on this subject.

Amendment Bylaw	Effective Date
Bylaw No. 4704, 2011	November 28, 2011
Bylaw No. 4698, 2011	November 28, 2011
Bylaw No. 4685, 2011	May 19, 2011
Bylaw No. 4663, 2010	December 6, 2010
Bylaw No. 4542, 2008	March 3, 2008
Bylaw No. 4521, 2007	October 22, 2007

The bylaw numbers in the margin of this consolidation refer to the bylaws that amended the principal bylaw (Building Bylaw No. 4400, 2004). The number of any amending bylaw that has been repealed is not referred to in this consolidation.

Consolidated Building Bylaw No. 4400, 2004

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District of West Vancouver

Consolidated Building Bylaw No. 4400, 2004

A bylaw to provide for the health, safety and protection of persons and property.

Previous amendments: *Amendment Bylaws 4521, 4542, 4663, 4685, 4698 and 4704.*

AND WHEREAS the Province of British Columbia has adopted a *Building Code* to govern standards in respect of the *Construction of Buildings* in the Province;

WHEREAS it is deemed necessary to provide for the administration of the *Building Code*;

NOW THEREFORE, the Council of the District of West Vancouver enacts as follows:

Part 1 Citation

- 1.1 This bylaw may be cited as Building Bylaw No. 4400, 2004.

Part 2 Severability

- 2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsequent, paragraph, subparagraph, clause or phrase.

Part 3 Previous Bylaw Repeal

- 3.1 Building Bylaw No. 2473, 1973, Plumbing Bylaw No. 2474, 1973 and Electrical Inspection Safety Bylaw No. 3848, 1993, each as amended, are repealed.

Part 4 Definitions

4.1 In this bylaw:

"**Agent**" includes a person, firm, or corporation representing the Owner, by written designation or contract;

"**BCLS**" means British Columbia Land Surveyor;

"**Building**" means any *Structure* used or intended for supporting or sheltering any use or occupancy;

"**Building Code**" means the *British Columbia Building Code 1998* as adopted by the minister, and as amended or re-enacted from time to time;

Amendment
Bylaw No.
4698, 2011

"**Building Inspector**" means the Building Inspector, Plumbing Inspector, Electrical Inspector, Manager of Permits and Inspections, Bylaw Officer, or other persons designated by Council to act in place of the Building Inspector;

"**Construct**" means erect, repair, alter, add, demolish, remove, excavate, and shore;

"**Construction**" means erection, repair, alteration, addition, demolition, and excavation;

Amendment
Bylaw No.
4698, 2011

"**Construction, Major Project**" means a construction project having a construction value exceeding \$500,000;

Amendment
Bylaw No.
4542, 2008

"**Construction Value**" means the greater of declared value of the work provided by the applicant or the value of the work calculated by the Manager of Permits and Inspections using accepted current costing guides such as the Altus Helyar Construction Cost Guide. In the event the applicant does not agree with the value determined by the Manager of Permits and Inspections, the applicant may, prior to payment of the fees and issuance of the Permit, retain a professional Quantity Surveyor registered in British Columbia to provide a written estimate of the value of the work, in which event "Construction Value" will mean the value of the work as estimated by the Quantity Surveyor;

"**Homeowner Protection Office (HPO)**" means the Crown Corporation responsible for contractor licencing and warranty related to residential development;

"Letters of Assurance" means the schedules A; B1, B2; CA and CB as per the *Building Code* outlining the responsibilities and commitments of the *Registered Professionals*;

"Owner" means owner as defined in the *Community Charter*;

"Owner's Acknowledgement" means a form completed by the *Owner* acknowledging responsibility for *Construction* as per Schedule C of this bylaw;

"Part 3 Building" means a class of *Building* as defined by the Building Code, which requires the engagement of *Registered Professionals*;

"Part 9 Building" means a class of *Building* as defined in the *Building Code*, which may require limited engagement of *Registered Professionals*;

"Permit" means Building Permit, Plumbing Permit, Drainage Permit, Sprinkler Permit, Hot Water Heating Permit, or Electrical Permit;

"Pool" includes swimming pools, hot tubs, or other water features where the depth of the water exceeds 450mm;

"Professional Design" means design and field review by *Registered Professionals* to include sealed plans, and *Letters of Assurance*;

"Registered Professionals" means an architect or engineer registered in British Columbia with the Architectural Institute of British Columbia or the Association of Professional Engineers and Geoscientists of B.C.;

"Safety Manager" means the local safety manager responsible for the delivery of electrical inspection services in the District as per the *Safety Standards Act* and associated regulations;

"Safety Officer" means the local safety officer responsible for the delivery of electrical inspection services in the District as per the *Safety Standards Act* and associated regulations;

"Structure" means any Construction supported on the ground or on water and includes *Buildings*, *Pools*, retaining walls, but excludes fences, poles and retaining walls less than 1.2m in exposed height.

- 4.2 Subject to S. 4.1 of this bylaw words and phrases have the same meaning as those specified in the *Building Code*.

Part 5 General Prohibitions

- 5.1 No Construction of any *Building* or *Structure*, or part thereof, shall be carried out without a *Permit* being first obtained from the *Building Inspector*.
- 5.2 No person shall tamper with any notice posted or affixed to any *Building* pursuant to any provision of this Bylaw.
- 5.3 No person shall use or occupy any new *Building* or part thereof until a Certificate of Occupancy has been obtained from the *Building Inspector*.
- 5.4 No person shall do any work that is at variance with the approved plans or *Permits*, unless such change has been approved in writing by the *Building Inspector*.
- 5.5 No Person shall obstruct the entry of the *Building Inspector* acting in the conduct of administration and enforcement of this Bylaw.
- 5.6 No Person shall alter the approved plans or any documentation or *Permits* issued by the *Building Inspector*.
- 5.7 No Person may submit false or misleading information in relation to a *Permit* or an application under this Bylaw.

Part 6 Inspector Powers

- 6.1 The *Building Inspector* may:
 - 6.1.1 Enter any *Building* or premises at any reasonable time for the purpose of administering or enforcing this Bylaw;
 - Amendment Bylaw No. 4698, 2011 6.1.2 Refuse to issue a *Permit* where there is a contravention of this Bylaw or any other applicable bylaws of the Municipality;
 - Amendment Bylaw No. 4698, 2011 6.1.3 Revoke a *Permit* where it is based on incorrect information, or there is a contravention of this Bylaw, the *Building Code*, or a *Permit*, and
 - Amendment Bylaw No. 4698, 2011 6.1.4 Suspend a *Permit*, by ordering the cessation of work, for a period of time and on terms determined by the *Building Inspector*, where there is a contravention of this Bylaw or a *Permit*;
 - Amendment Bylaw No. 4698, 2011 6.1.5 Order the cessation of work when the project is proceeding contrary to the approved traffic management plan;

- 6.1.6 Order the correction of any work where the *Construction* is not in compliance with this Bylaw or the *Building Code*, *Structure* is in an unsafe condition;
- 6.1.7 Withhold the issuance of a *Permit* not specifically covered or designated by any of the provisions of this Bylaw, until the matter has been brought before Council;
- 6.1.8 Direct that tests of materials or assemblies be made at the expense of the *Owner*, where it is necessary to determine whether the *Construction* meets the requirements of this bylaw. Testing shall be completed by an accredited nationally recognized Testing Agency;
- 6.1.9 Direct that a *Building* or *Structure*, or part thereof, not be occupied or where currently occupied be vacated where in the opinion of the *Building Inspector* a hazard exists;
- 6.1.10 Order the immediate clean up of any *Construction* site where there is *Construction* and/or demolition debris.

Part 7 Owner Responsibilities

- 7.1 The issuance of a *Permit*, the approval of plans, or inspections made by the Building Inspector do not relieve the *Owner* from full responsibility for carrying out the work in accordance with the approved plans, *Permits*, this bylaw or the *Building Code*.
- 7.2 Any *Owner* of property for which a *Permit* is issued shall be responsible for the cost of repair of any damage to Municipal works that occurs as a result of the work covered by the *Permit*. A Damage Deposit plus an administration fee will be collected prior to *Permit* issuance as per Schedule A of this Bylaw.
- 7.3 Where professional certification has been provided, the District will not perform inspections related to that aspect of the *Construction* covered by the *Letters of Assurance*. The *Building Inspector* may require the *Owner* to submit an *Owner's Acknowledgement* confirming the role of the Municipality and the *Owner's* responsibility prior to the issuance of the *Permit*.

Part 8 Owner Duties

8.1 Every *Owner* of a property or their *Agent* shall:

8.1.1 Obtain from the *Building Inspector* prior to commencement of work *Permits* relating to *Construction of Buildings or Structures*, or change in classification of occupancy;

8.1.2 Except for the Construction of a Part 3 Building, give at least 24 hours notice to the Building Inspector and obtain inspection and Building Inspector acceptance of the following aspects of the work prior to covering:

Amendment
Bylaw No.
4542, 2008

8.1.2.1 Forms for footings and foundations;

8.1.2.2 Perimeter drain tiles, rain water leaders and damp proofing;

8.1.2.3 Utility services to include storm and sanitary sewer system, and water service;

8.1.2.4 Concrete slab preparation prior to pour;

8.1.2.5 Framing and sheathing;

8.1.2.6 Rough plumbing, electrical, sprinklers and hot water heating;

8.1.2.7 Insulation and vapour barrier;

8.1.2.8 After the *Building* or portion thereof is complete and ready for occupancy to include building, plumbing, electrical, sprinkler, hot water heating, and before occupancy;

8.1.2.9 As may otherwise be required by the *Building Inspector*.

Amendment
Bylaw No.
4542, 2008

8.1.3 Following completion of *Construction* and prior to occupancy submit *Letters of Assurance* from the respective *Registered Professionals* confirming design and field review responsibilities;

8.1.4 Obtain from the *Building Inspector* a Certificate of Occupancy prior to the occupancy of any new Building, after completion of Construction of the Building, or prior to any change in classification of occupancy of any Building or part thereof;

- 8.1.5 Provide a *BCLS* survey confirming the location and height of the *Structure* as required by the *Building Inspector*;
- 8.1.6 Obtain approval from the *Building Inspector* prior to making variations to the approved plans;
- 8.1.7 Post the Building Permit or a notice thereof in a conspicuous place on the property;
- 8.1.8 Retain the approved plans and inspection records on the property in respect of which the *Permit* was issued;
- 8.1.9 Post signage as required by the Traffic and Parking Bylaw or any other bylaw of the Municipality;
- Amendment Bylaw No. 4698, 2011 8.1.10 Post and maintain signage on the property during and prior to construction commencing specifying a responsible person and their contact information for the project;
- 8.1.11 Provide toilet facilities on a *Construction* site where there are no facilities available;
- 8.1.12 Secure the *Construction* site so that there is no danger to the public;
- Amendment Bylaw No. 4698, 2011 8.1.13 Erect and maintain a 1.8 metre metal fence around an excavation when within 3 metres of a property line. Fencing is to remain in place until the excavation has been backfilled;
- 8.1.14 Submit to the *Building Inspector* a comprehensive list of all contractors and sub-contractors to include name, address and telephone numbers, prior to occupancy;
- Amendment Bylaw No. 4698, 2011 8.1.15 Ensure that the emission of airborne dust from the property during demolition, excavation or construction is controlled from migrating to adjacent properties by the use of water or other dust control measures;
- Amendment Bylaw No. 4698, 2011 8.1.16 Ensure that debris, construction material, soil or water from the property during demolition, excavation or construction is contained within the property boundaries.

Part 9 Building Permits

- 9.1 The *Permit* application shall include:
- 9.1.1 A completed application form signed by the *Owner* or *Agent* to include location, description, *Construction Value*, use, *Owner* name, contractor and designer;
 - 9.1.2 Three collated sets of drawings to include architectural, structural, mechanical, electrical, geotechnical;
 - 9.1.3 A title search;
 - 9.1.4 A *BCLS* legal survey showing all improvements on the lot, topographical information referenced to geodetic datum, easements, rights of way, creeks, adjacent road and lane allowance, waterfront boundaries, and accretions;
 - 9.1.5 Confirmation of contractor licencing and warranty coverage as required by the *Homeowner Protection Office*;
 - 9.1.6 *Letters of Assurance* as required by the *Building Code* and other parts of this Bylaw;
 - 9.1.7 Declaration of liability insurance coverage for each *Registered Professional* with coverage and limits adequate to allow the District to recover costs related to professional liability or errors and omissions, as per Schedule D of this Bylaw;
 - 9.1.8 *Owners Acknowledgement* of responsibility as attached as Schedule C of this Bylaw;
 - Amendment 9.1.9 Offsite engineering design as may be required by the land
Bylaw No. development engineer or designate;
4542, 2008
 - Amendment 9.1.10 Provide the name and contact information of a responsible
Bylaw No. person who can be contacted during construction;
4698, 2011
 - 9.1.11 Site profile where required by Provincial Regulations;
 - 9.1.12 Other information as determined by the *Building Inspector* which may be required in order to confirm that the work is in accordance with this Bylaw, other Municipal bylaws and Provincial enactments;
 - 9.1.13 Submission of any of the above information is not required where it can be demonstrated to the *Building Inspector* that the information is not pertinent to the application;

- 9.1.14 All fees and deposits as per Schedule A of this Bylaw and all fees related to other bylaws of the Municipality.
- 9.2 Notwithstanding other provisions of this Bylaw, the *Owner* must provide *Professional Design* and field review including evidence of professional liability insurance for all *Registered Professionals* in respect of a *Permit* for:
- 9.2.1 A Part 3 *Building*;
- 9.2.2 Structural components of *Buildings* that fall within the scope of Part 4 of the *Building Code*;
- 9.2.3 Geotechnical components of all new Part 9 *Buildings* and additions greater than 55 sq. m. and excavations where the depth of excavation exceeds 1:1 slope to the property line;
- 9.2.4 A *Building* that requires the use of firewalls according to the *Building Code*;
- 9.2.5 Alterations to a *Building* or *Structure* falling under the circumstances set out in (a) above unless exempted by the *Building Inspector*;
- 9.2.6 A *Building* or *Structure* where the *Building Inspector* determines that site conditions, size or complexity so warrant;
- 9.2.7 All residential *Buildings* that contain more than two dwelling units, and all other *Buildings* whose *Building* envelopes do not comply with the prescriptive requirements of Part 9 of the *Building Code* or where no roof overhangs are provided unless waived by the *Building Inspector*;
- 9.2.8 A *Building* or *Structure* on a parcel the *Building Inspector* believes is subject to or is likely to be subject to flooding, erosion, land slip, rock falls, subsidence or avalanche, and the requirement for *Professional Design* and a field review is in addition to a requirement under the *Community Charter* 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 that the plans submitted with the application comply with the relevant provisions of the *Building Code* and applicable bylaws of the District;
- 9.2.9 Retaining walls where the wall is in excess of 1.22m in exposed height; the wall exceeds a slope of 2H to 1V; the wall is composed of two or more parallel walls located closer than 2H to 1V.

- 9.3 Where a *Registered Professional* provides *Letters of Assurance* in accordance with this Bylaw, the District will rely solely on the design and field reviews undertaken by the *Registered Professional* as assurance that the *Construction* substantially conforms to the approved plans, the *Building Code* and other Provincial regulations.
- 9.4 Inspections completed by the Municipality only apply to specific aspects of the work and in no way are intended to cover all aspects of the *Construction*. Ultimate responsibility for compliance with the *Building Code* and other Federal and Provincial enactments rests with the *Owner*.
- Amendment 9.5 Where existing *Structures* have been damaged or demolished such that Bylaw No. 4542, 2008 only 25% of the existing Structure remains above the foundations, the entire Structure shall be demolished.
- 9.6 All mechanical equipment to include fans, compressors, pumps, HVAC units etc. are subject to the noise limitations as stipulated in District bylaws and policies.

Part 10 Plumbing Permits

- 10.1 The *Permit* application shall include:
- 10.1.1 Complete application detailing, the number and type of fixtures, heating capacity and/or the number of sprinkler heads;
 - 10.1.2 Two sets of plans for commercial applications;
 - 10.1.3 A *Letter of Assurance* for Part 3 *Buildings* unless exempted by the *Building Inspector*;
 - 10.1.4 Hydraulic calculations and a *Letter of Assurance* for all sprinkler installations;
 - 10.1.5 Calculations and a Certificate of Design for all hot water heating installations. Design and installation to be in accordance with the Residential Hot Water Heating Association Standards;
 - 10.1.6 Fees as per Schedule A of this bylaw;
 - 10.1.7 Evidence of trade qualification where required by Provincial legislation;
 - 10.1.8 A Plumbing Permit may be issued to a homeowner for work on their own home provided proof of competency is demonstrated;

- 10.2 Rock pits for storm water management are to be designed and certified by a professional engineer. A Geotechnical Report is to be submitted to the Building Inspector prior to issuance and shall include an impact assessment on neighbouring properties.
- 10.3 All utility services are to be connected to Municipal services where available unless exempted by the Director of Engineering.
- 10.4 All roof and paved areas are to drain to a storm water connection or where unavailable to an approved storm water disposal location.
- 10.5 All storm drains are to discharge to the Municipal storm sewer or where unavailable to an approved storm water disposal location. Storm drains shall not be connected to the sanitary sewer system.
- 10.6 Private sanitary sewage disposal systems are to be approved by the local health board where no sanitary connection is available.
- 10.7 *Pool* drains are to be connected to the Municipal sanitary sewer.

Part 11 Electrical Permits

- 11.1 Electrical Permits are issued to qualified persons in accordance with the provisions of the *Safety Standards Act* and associated regulations. Electrical Permits may also be issued to a homeowner for work on their own home as per Section 17 of the Electrical Safety Regulation.
- 11.2 All work is to be done in accordance with the *Canadian Electrical Code*, the *Safety Standards Act* and associated regulations.
- 11.3 The Manager of Permits and Inspections is deemed to be the Local Safety Manager and the Electrical Inspector is deemed to be the Local Safety Officer in accordance with the provisions of the *Safety Standards Act* and associated regulations.
- 11.4 *Permit* fees are payable in accordance with Schedule A of this bylaw.
- 11.5 Where there is a conflict between this Bylaw and the *Safety Standards Act* and associated regulations the latter governs.

Part 12 General Permit Regulations

- 12.1 The application shall be void and the deposit forfeited if a *Permit* is not obtained within 6 months of the date of the application;

- Amendment
Bylaw No.
4542, 2008
- 12.2 If construction has begun prior to the issuance of the permit or where unauthorized work is completed without the inspectors approval a penalty equivalent to the permit fee shall apply;
- 12.3 *Permits* are valid for a maximum period of 18 months except for a Demolition Permit which is valid for a period of 30 days;
- Amendment
Bylaw No.
4698, 2011
- 12.4 The *Building Inspector* may authorize a 6 month extension to a *Permit* as follows:
- (a) For *Major construction projects*, the *Building Inspector* may authorize a single 6 month extension without charge where, in the opinion of the *Building Inspector*, work has proceeded in a timely manner and all other terms of this Bylaw and the *Permit* have been complied with;
- (b) In all other cases, upon written request of the *Owner*, and payment of applicable fees;
- 12.5 Upon written request by the *Owner* Building Permits may be transferred to a new *Owner* or *Agent* subject to payment of the applicable fee in Schedule A. All other Permits are non-transferable;
- 12.6 Permits shall be void if *Construction* has not begun within six months of the date of *Permit* issuance or where *Construction* is suspended for a period exceeding six months;
- 12.7 Upon written request from the *Owner*, 50% of the *Permit* fees may be refunded where the *Permit* is cancelled or voided, however no refunds shall be made where work has commenced;
- 12.8 The issuance of a *Permit* and the acceptance of drawings shall not prevent the *Building Inspector* from thereafter requiring the correction of any work which is in contravention of this Bylaw and the *Building Code* or other Municipal bylaw;
- 12.9 Plans and any supporting documentation submitted in support of a *Permit* shall become the property of the District;
- Amendment
Bylaw No.
4698, 2011
- 12.10 It is a term and condition of every *Permit* that all construction-related bylaws of the Municipality shall be complied with, including, but not limited to, this Bylaw, the Blasting Bylaw No. 4024, 1996, the Noise Control Bylaw No. 4404, 2005, the Soil Removal and Deposit Regulation Bylaw No. 3786, 1992, and the Traffic and Parking Bylaw No. 4370, 2004, as amended from time to time.

Part 13 Occupancy

- 13.1 A Certificate of Occupancy may be issued for new *Construction* subject to:

- 13.1.1 All *Permits* having been issued and inspections completed;
- 13.1.2 Receipt of *Letters of Assurance*;
- 13.1.3 Receipt of *BCLS* survey confirming the location of the Building.

Part 14 Climatic Data

- 14.1 Climatic Data has been consolidated from the Appendix to the *Building Code* and from Provincial Snow Load Tables and is appended for convenience as Schedule B.

Part 15 Street Addressing

- 15.1 The *Building Inspector* may:
 - 15.1.1 Assign new civic addresses to new *Buildings* and readdress existing *Buildings*;
 - 15.1.2 An *Owner* may apply to the *Building Inspector* for a new civic address subject to payment of the specified fee in schedule A. The Inspector may waive the fee where it can be demonstrated that the existing address is not clear or provides for better property identification;
 - 15.1.3 An *Owner* shall post the civic address in a conspicuous location so as to be clearly visible from the street. Letter size is to be a minimum of 100mm.

Part 16 Awnings and Canopies

- 16.1 Any awning or canopy projecting over public property shall:
 - 16.1.1 Not have any supports extending to the street;
 - 16.1.2 Be at least 2.4m clear of the finished grade and at least 600mm clear of the curb line;
 - 16.1.3 Not be permitted over an opened lane;
 - 16.1.4 Not interfere with fire escapes, traffic, utilities, or Municipal works.
- 16.2 All canopies shall be adequately drained.

16.3 Awnings shall be supported by a metal framework, firmly secured to a *Building*, and the awning fabric shall be fire resistant.

16.4 Permanent or temporary outdoor heating appliances shall maintain a minimum clearance of 450mm to combustibles.

Amendment
Bylaw No.
4542, 2008

16.5 A Letter of Assurance from a registered Professional Engineer is required for all awnings or canopies erected on or over District property.

Amendment
Bylaw No.
4663, 2010

Part 17 Secondary Suites

17.1 A secondary suite constructed after March 1, 2010 in a new or existing dwelling must comply with the requirements of the current edition of the British Columbia Building Code.

Amendment
Bylaw No.
4704, 2011

17.2 An existing secondary suite which has not made an application for a Business Licence prior to May 31, 2012 must comply with the requirements of the current edition of the British Columbia Building Code.

Amendment
Bylaw No.
4704, 2011

17.3 An existing secondary suite which has made an application for a Business Licence prior to May 31, 2012 shall comply with the following alternative life safety standards. The secondary suite shall have:

17.3.1 A hard wired combination smoke and carbon monoxide alarm interconnected with a similar type alarm in the dwelling unit;

17.3.2 A minimum headroom height of 2 metres;

17.3.3 A 5 lb ABC fire extinguisher;

17.3.4 An egress door or window in each bedroom. The window must be within 1.5 metres of the floor and have an unobstructed opening of not less than .35 m² in area with no dimension less than 380 mm. *The requirement of this subsection is waived if the entire building including the secondary suite is sprinklered;*

17.3.5 Access to the electrical panel serving the secondary suite;

17.3.6 A permanent heating source in every room of the suite;

17.3.7 Any additional life safety hazards corrected that are identified by the Bylaw Officer.

Part 18 Pools

18.1 Every private swimming *Pool* shall be enclosed by a fence not less than 1067mm in height which shall enclose the *Pool* itself or the entire premises on which the *Pool* is situated. The fence shall be continuous except for points of access, which shall be equipped with gates and latches so designed to close automatically or by a manual actuated closing device. Openings through the fence shall be of a size as to prevent the passage of a spherical object having a diameter of 100mm.

18.2 Provide a guard where there is a difference in elevation of 900mm between the *Pool* edge and adjacent surfaces.

Part 19 Street Occupancy and Damage

- 19.1 All Construction which encroaches on Municipal property shall be approved by the District's Engineering Department. The *Owner* must obtain a Street Occupancy Permit and pay the applicable fee.
- 19.2 All damage to Municipal infrastructure is the responsibility of the *Owner*. Where there is likelihood of damage to Municipal infrastructure a damage deposit and an administration fee as per Schedule A of this Bylaw is payable prior to the issuance of a *Permit*.

Part 20 Offence and Penalty

Amended by
Regulatory
Bylaw
Enforcement
and Penalty
Bylaw No.
4521, 2007

- 20.1 Every person who violates a provision of this Bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this Bylaw, or who neglects or refrains from doing anything required by a provision of this Bylaw, is guilty of an offence and is liable, upon summary conviction, to a fine not exceeding \$10,000 and not less than \$5,000, and is guilty of a separate offence each day that a violation continues or exists.

Schedules

Schedule A – Fees

Schedule B – Climatic Data

Schedule C – *Owner's Acknowledgement*

Schedule D – Declaration of Insurance Coverage of *Registered Professionals*

READ A FIRST TIME on November 29, 2004

READ A SECOND TIME on November 29, 2004

READ A THIRD TIME on December 13, 2004

ADOPTED by the Council on December 15, 2004.

Mayor

Municipal Clerk

Schedule A – Fee Schedule

Building Bylaw No. 4400, 2004

1) **Building Permit Fees**

a. The fees for a Building Permit are:

For each \$1000 of *Construction Value*, or part thereof, to a maximum *Construction Value* of \$100,000. \$10.00

Plus for each \$1000 of *Construction Value* above \$100,000, or part thereof \$7.50

Minimum permit fee of \$75.00

A non-refundable deposit of 50% of the *Permit* fee is payable at the time of application to a maximum of \$1,000 and a minimum of \$75.00

b. Except where a separate fee is paid, the Building Permit fee shall be increased by 15% with a minimum fee increase of \$100 to a maximum fee increase of \$1000 where a Building Permit Application requires the approval of Municipal Council or a Municipal Committee.

c. Where *Registered Professionals* have provided Letters of Assurance in relation to the Construction of a new Part 3 *Building*, *Permit* fees will be reduced by 10%. In all other cases where a Registered Professional has provided a *Letter of Assurance*, the permit fees will be reduced by 5%.

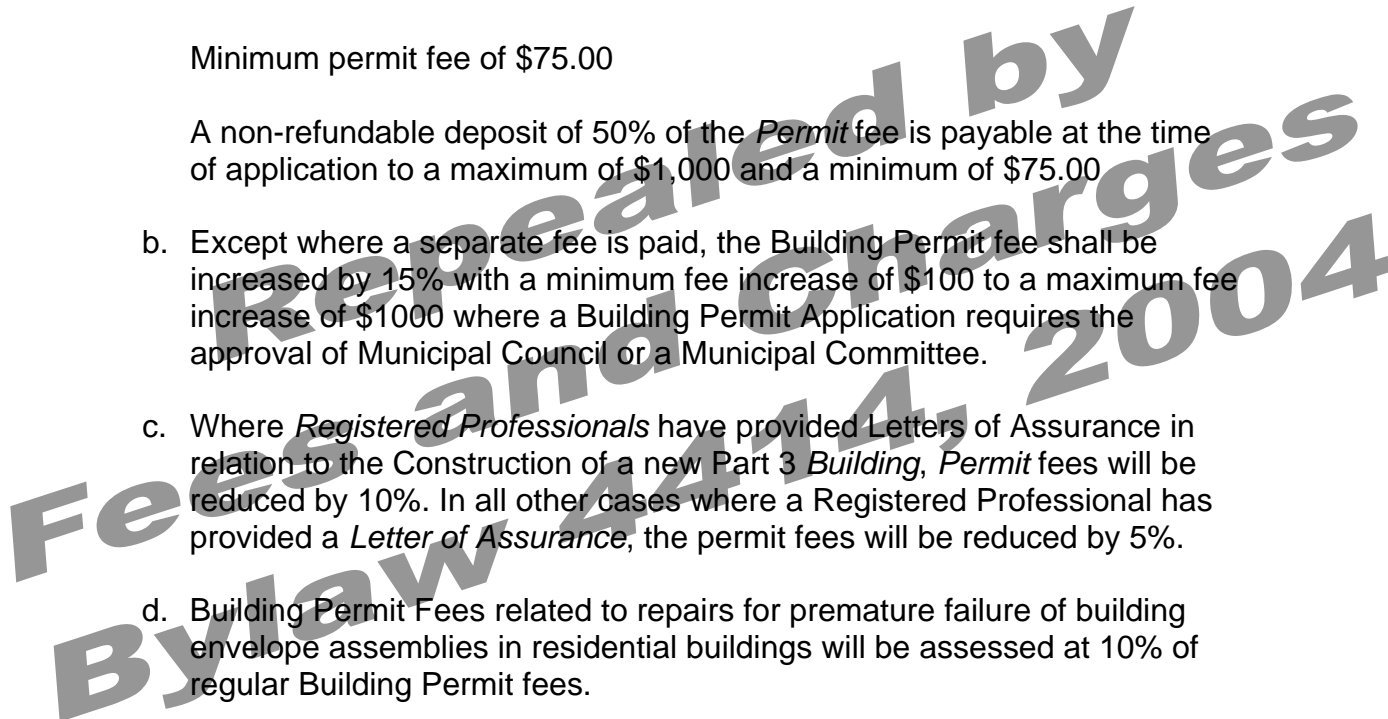
d. Building Permit Fees related to repairs for premature failure of building envelope assemblies in residential buildings will be assessed at 10% of regular Building Permit fees.

e. Building Permit Fees for Demolition:

Accessory structures \$100.00

Single and two family dwellings..... \$1,500.00

Other than above \$500.00



2) **Plumbing/Drainage
Hot Water Heating/Sprinkler Permit Fees**

- a. Plumbing Fixture Fee:
 - First two fixtures \$40.00
 - Each additional fixture \$20.00
 - Residential Building re-pipe, per suite \$20.00
 - Backflow preventer..... \$45.00
 - Pool/spa/hot tub supply and drainage \$80.00

- b. Utility Services:
 - Water \$60.00
 - Sanitary \$60.00
 - Storm sewer (including sump)..... \$60.00

- c. Drainage:
 - Drain tile – sfd/duplex..... \$50.00
 - Roof – sfd/duplex \$50.00
 - Drain tile/roof drainage, other than sfd/duplex..... \$200.00
 - Catch basins/oil interceptor \$30.00

- d. Sprinklers and Hose Stations:
 - Sprinklers and risers, base fee \$80.00
 - Sprinkler head (each) \$2.00
 - Hose station (each) \$15.00

- e. Residential/Commercial Hot Water Heating:
 - Per 1000 BTU of appliance heating input..... \$1.60

- f. Minimum Permit fee of \$50.00

3) **Electrical Permit Fees**

- a. Electrical Permit fees are based on the value of the work as per the following scale:
 - For work up to \$1,000 \$75.00
 - Plus for ea \$100 of work or part thereof over \$1000 and up to \$3,500 \$8.00
 - Plus for ea \$100 of work or part thereof over \$3,500 and up to \$10,000 . \$3.50
 - Plus for ea \$100 of work or part thereof over 10,000 and up to 100,000 . \$2.00
 - Plus for ea \$100 of work or part thereof over \$100,000 \$1.00

- b. Temporary Construction Service \$75.00

- c. Special Event Permit.....\$125.00
- d. Annual Permit Service:
 - Up to 300 kVa \$93.00
 - Plus for each kVa over 300 kVa \$0.75
 - Maximum fee of \$1436.00

4) **Penalties**

- a. In every case where, due to non-compliance with the provisions of the Building Code or Municipal bylaw, or due to unsatisfactory workmanship, more than two inspections are necessary, then for each inspection after the second inspection, a re-inspection fee will apply and shall be paid prior to re-inspection..... \$60.00
- b. Where unauthorized works are started prior to the issuance of a Permit, or where work has proceeded beyond the scope of the approved Building Permit plans, a penalty of double the fees prescribed in Sections 1, 2 and 3 this schedule shall be paid to a maximum additional fee of \$1000.00.

5) **Permit Extension Fee**

The fee shall be based on the value of the outstanding work with a minimum Permit fee of \$200.00.

6) **Building Permit Transfer Fee**

The fee for a Permit transfer to a new Owner shall be \$200.00.

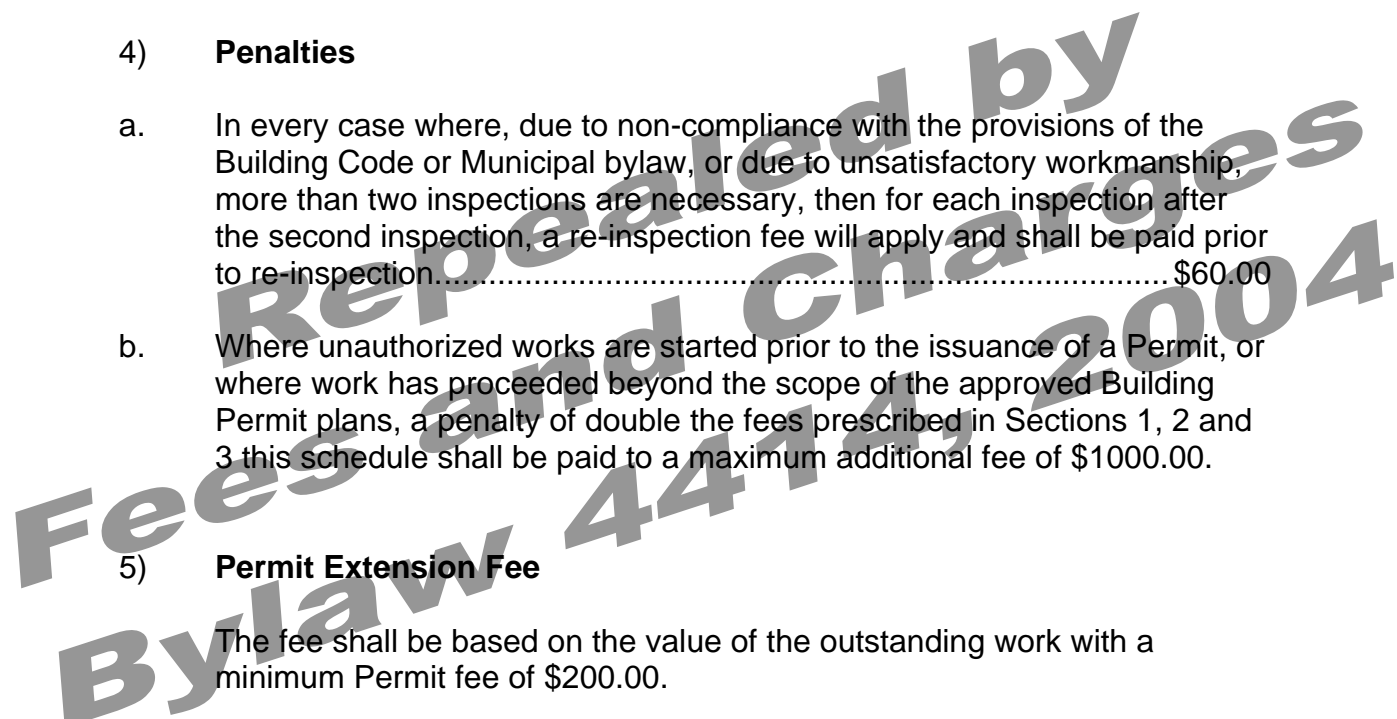
7) **Plan Review / Miscellaneous Inspection Fee**

Hourly plan review fee for revisions, or miscellaneous inspection

- First hour..... \$85.00
- Each additional hour or part thereof \$60.00

8) **Address Changes**

Where an Owner requests a new address \$1,000.00



9) **Damage Deposit**

- a. A damage deposit is required where the value of the work exceeds \$20,000, except that no damage deposit is required for work within existing foundations of single family and duplex parcels if the value of the work is less than \$50,000.
- b. For Building Permits on single family or duplex dwelling parcels, the damage deposit amount shall be: \$2,500.00
- c. For Building Permits on all other parcels, the damage deposit amount shall be \$90.00 for each lineal metre of street frontage of the parcel to which the Permit relates, to a maximum of \$6,500, and a minimum of \$2,500.
- d. Engineering administration fee \$300.00

Repealed by
Fees and Charges
Bylaw 4414, 2004

Schedule B – Climatic Data

Building Bylaw No. 4400, 2004, Amendment Bylaw No. 4542, 2008

Elev · M	Ground Snow Load, kPa		Design Temperature				Degree - Days Below 18°C	15 Min. Rain , mm	One Day Rain , mm	Ann. Tot. Ppn. , mm	Hourly Wind Pressure			Seismic Data		Zonal Velocit y Ratio, v
			January		July 2.5%						1/1 0 kPa	1/13 0 kPa	1/10 0 kPa	Z ^a	Z ^v	
	2.5 % °C	1 % °C	Dry °C	Wet °C												
45	2.4	0.2	-8	10	28	19	3250	9	140	170	0.3	0.44	0.53	4	4	0.20
135	3.0	0.3														
380	3.4	0.4														

Data collated from the appendix to the 2006 British Columbia Building Code and Provincial Snow Load Table. For site specific information contact Environment Canada.

Schedule C – Owner’s Acknowledgement

Building Bylaw No. 4400, 2004

OWNER’S ACKNOWLEDGEMENT

Re: Building Permit No.: _____

Description: _____

Address: _____

To: The District of West Vancouver:

By signing below I acknowledge that the District of West Vancouver will not perform inspections related to the *Construction of a Building* at the above address. I understand that the Municipality’s role is restricted to monitoring the process only and that sole responsibility for *Construction* and compliance with Provincial and Municipal regulations rest exclusively with the *Owner*, the builder, and with their respective professional consultants. I further acknowledge that I have advised my builder and my professional consultants of their respective responsibilities.

Owner’s Name: (*Print*) _____ Tel: _____

Agent Name: (*Print*) _____ Tel: _____
(*must be a signing officer of a company*)

Date: _____

Signature: _____

Schedule D – Declaration of Insurance Coverage for Registered Professionals

Building Bylaw No. 4400, 2004

DECLARATION OF INSURANCE COVERAGE FOR REGISTERED PROFESSIONALS

Building Permit # _____

Re: Construction/Alteration _____

Civic Address _____

I _____ P.Eng/MAIBC
and a member of the firm _____ declare
that I am covered for professional errors and omissions insurance in accordance
with policy # _____ issued by _____.

I confirm that those items identified on the *Letters of Assurance* submitted in support of the Building Permit are covered by the above policy.

Date: _____

Name: _____

Company: _____

Signature: _____