



Building Bylaw No. 977

(With amendments to January 22, 2024)

Consolidated for convenience only:

All persons making use of this consolidation are advised that the amendments have been consolidated for convenience only, and that the original bylaws should be consulted for all purposes of interpretation and application of the bylaw.

Includes Amendments:

Bylaw No. 1049	October 14, 2008
Bylaw No. 1404	July 11, 2011
Bylaw No. 1622	May 11, 2016
Bylaw No. 1849	September 27, 2021
Bylaw No. 1968	January 23, 2023
Bylaw No. 2016	January 22, 2024

CITY OF COLWOOD

BYLAW NO. 977

A BYLAW FOR THE ADMINISTRATION AND ENFORCEMENT OF THE BUILDING CODE

The Municipal Council of the City of Colwood, in open meeting assembled, hereby enacts as follows:

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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, removal, relocation, repair and change in occupancy of existing buildings, including any work being done pursuant to an order to eliminate an unsafe condition in a building.
- 1.1.2. Where a building or any part of it is altered, this bylaw applies to the parts of the building that are altered.
- 1.1.3. Notwithstanding any other requirements in this bylaw, this bylaw also applies to:
 - 1.1.3.1. the design and construction of a structure designed to support a radio transmission antenna;
 - 1.1.3.2. free standing fireplaces or incinerators not constructed in conjunction with a building that would otherwise require a permit;
 - 1.1.3.3. the construction or alteration of a fence that encloses a swimming pool or pool ladder or access point; and
 - 1.1.3.4. plumbing systems being installed outside of buildings on private property.
 - 1.1.3.5. retaining walls over 1.2 metres in height

1.2. Exemptions

- 1.2.1. Except as otherwise provided for in this bylaw, this bylaw does not apply to buildings referred to in Clause 1.1.1.1.(2)(a) through (h) of the Building Code.
- 1.2.2. For the purposes of the City of Colwood Building Bylaw #98 (Sprinkler Provisions) a temporary portable or modular building used as a construction site office or similar use shall not be required to be protected with automatic fire sprinklers as per Bylaw No. 98 provided the public is not allowed access to the temporary structure. In this section temporary is defined as being less than two years except that the Chief Building Inspector may extend this time limit if deemed by the Chief Building Inspector to be necessary. The property owner shall register a Section 219 Land Title Act restrictive covenant on the title of the property limiting the time that the temporary structure will remain on that property and deposit a \$25,000.00 surety with the City for the removal of the structure in the event the property owner defaults on the removal of the temporary structure.
 - 1.2.2.1. The requirements for the Section 219 restrictive covenant and the surety deposit do not apply to structures owned by or operated by the City of Colwood.

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 Subsection 1.3.3. of this bylaw.
- 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 Subsection 1.3.3. of this bylaw shall have the meanings which are commonly associated with 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 in which the terminology is used.
- 1.3.3. In this Bylaw:

“BC ENERGY STEPCODE” means the Province of British Columbia’s performance-based standard for energy efficiency in new construction requiring energy modelling and onsite testing to demonstrate minimum performance against metrics for Building envelope equipment and systems, and airtightness requirements and includes Step 1, Step 2, Step 3, Step 4 and Step 5 as defined in the Building Code, as amended or re-enacted from time to time.

"BUILDING" means any structure used or intended for supporting or sheltering any use or occupancy.

"BUILDING CODE" means the British Columbia Building Code adopted under the British Columbia Building Code Regulation, and the Water Conservation Plumbing Regulation.

"BUILDING ENERGY LABEL" means information about a Building's energy use, efficiency ratings, how the rating was calculated and where energy is consumed in the Building which is posted in a location that is protected from moisture and damage.

"CHIEF BUILDING INSPECTOR" means the person appointed to that position by the Council of the City of Colwood and any other employee of the City authorized by the Council to act on behalf of the Chief Building Inspector.

"CITY ENGINEER" means the company, person or persons appointed from time to time by the Council to act in that capacity and any employee of the City authorized to act on behalf of the City Engineer.

"DWELLING UNIT" means a room or group of rooms operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities.

"ENERGY ADVISOR" means third party consultants who have been registered by Service Organizations, licensed by and in good standing with Natural Resources Canada (NRCAN) who conduct EnerGuide home evaluations that also harmonize with Step Code metrics and requirements.

"GHG" means greenhouse gases.

"LAND USE BYLAW" means the City of Colwood Land Use Bylaw No. 151 or successor bylaw.

"LOW CARBON ENERGY SYSTEM" The building contains a mechanical system or systems that provide thermal conditioning and domestic hot water for a building primarily from low carbon energy sources such that the total modelled greenhouse gas intensity is no more than 3 kg CO₂e/m²/year.

"MASTER MUNICIPAL CONSTRUCTION DOCUMENTS (MMCD)" means the Specifications and Standard Detail Drawings in Volume II of the most recent Master Municipal Construction Documents published by the Master Municipal Construction Documents Association.

"MEDICAL HEALTH OFFICER" means the Medical Health Officer for the Vancouver Island Health Authority.

"OCCUPANCY" means the use or intended use of a Building or part thereof for the shelter or support of persons, animals or property.

"ONE FAMILY DWELLING" means a building containing only one dwelling unit, or one dwelling unit and an accessory secondary suite.

"OWNER" means any person, firm or corporation controlling the real property under consideration and includes an agent of the owner.

"SECONDARY SUITE" means an additional dwelling unit

- a. having a total floor space of not more than 90 m² in area,
- b. having a floor space less than 40% of the habitable floor space of the building,
- c. located within a building of residential occupancy containing only one other dwelling unit, and
- d. located in and part of a building which is a single real estate entity.

"SOIL DEPOSITION BYLAW" Colwood Soil Deposit Regulation Bylaw No. 642 or successor bylaw.

"STRUCTURE" means any construction, or any production or piece of work artificially built up or composed of parts joined together in some definite matter. That which is built or constructed, an edifice or building of any kind whether fixed to, supported by or sunk into land or water including, combinations of materials to form a construction for occupancy, use of ornamentation whether installed on, above, or below the surface of a parcel of land, but specifically excludes landscaping, fences, paving, and retaining structures less than 1.2 metres in height."

"SUBDIVISION AND DEVELOPMENT SERVICING BYLAW" means City of Colwood Subdivision and Development of Land Bylaw No. 285 or successor bylaw.

"TWO FAMILY DWELLING" means a building other than a building containing a secondary suite, containing two dwelling units.

"VALUE OF CONSTRUCTION" means the total construction cost minus land, development cost charges, but includes all professional fees and taxes. The value of construction shall be the greater of:

- a. the contract price includes professional fees, taxes and a reasonable allowance for extras, or
- b. the value as determined by the Chief Building Inspector based on fair market value as determined in accordance with the Marshall & Swift "Marshall Valuation Service" or "Statistics Canada's Construction Price Indexes".

2.1. General Prohibitions

- 2.1.1. No person shall fail to comply with any Stop Work notice, or any order or notice issued by the Chief Building Inspector.
- 2.1.2. No person shall work or authorize or allow work to proceed for which a permit is required under this bylaw unless a permit authorizing the work has been issued.
- 2.1.3. No person shall construct, install, extend, alter, renew or repair a fire sprinkler system, plumbing system or connect a plumbing system to a city sewer, drain or water service unless a plumbing permit authorizing the work has been issued, but a plumbing permit is not required when a valve, faucet, fixture or service water heater is repaired or replaced, a stoppage is cleared or a leak is repaired if no change to the piping is required.
- 2.1.4. No person shall construct a new building or structure, or alter, reconstruct, demolish, remove, repair or relocate an existing building or structure unless a building permit authorizing the work has been issued, but no permit shall be required for the replacement of roofing materials.
- 2.1.5. No person shall install a fireplace, incinerator, oil burning furnace or solid fuel burning appliance or construct a chimney unless a permit authorizing the work has been issued or move a building having a masonry fireplace or chimney without dismantling the fireplace or chimney and reconstructing it after having obtained a permit authorizing the work.
- 2.1.6. No person shall deviate from the plans and specifications forming a part of a building permit, or omit or fail to complete, prior to occupancy, work required by such plans and specifications, without first having obtained in writing the approval of the Chief Building Inspector.
- 2.1.7. No person shall occupy or allow the occupancy of any building, or part thereof, unless the owner has obtained an occupancy permit from the Chief Building Inspector.
- 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 under the City of Colwood Traffic and Highways Regulations Bylaw, No. 462.
- 2.1.9. No person shall alter or allow the ground elevations of a building lot to be altered so as to place a building, or part thereof, in contravention of this bylaw, the Soil Deposition Bylaw or the Land Use Bylaw, unless the ground elevations are so altered after obtaining the necessary permit.
- 2.1.10. No person shall knowingly submit false or misleading information in connection with an application for a permit required by 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 the Chief Building Inspector or any other City employee authorized to enter upon property under the Community Charter to inspect and determine whether this bylaw is being contravened.

2.2. Obligations of the 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 regulated by this bylaw.

- 2.2.2. It is the owner's obligation to provide assurance that the water, sewer and other services are available and at adequate depth to serve the proposed building and that the plumbing is constructed to meet these services.
- 2.2.3. Every owner shall ensure that:
 - 2.2.3.1. the plans and specifications on which the issuance of the building permit was based are available at the site of the work for inspection during working hours by the Chief Building Inspector, and
 - 2.2.3.2. The City issued temporary address card shall be posted as soon as the building permit is issued or alternatively the contractor may erect a temporary address sign, with numbers not less than 152mm (6") in height, visible from the road, and maintained at all times at the site of work authorized by this bylaw; and
 - 2.2.3.3. before an Occupancy Permit is issued by the City, that the permanent street number shall be:
 - 2.2.3.3.1. immediately visible and easily read from the public roadway or strata roadway and shall be installed against a background of a highly contrasting colour;
 - 2.2.3.3.2. no smaller than 100mm, if located within 10m of the roadway and 125mm or greater thereafter; and
 - 2.2.3.3.3. all panhandle lots, strata lots or large deep lots served by a private driveway and having a building or buildings located greater than 10m from the main roadway shall have their allocated street numbers clearly marked at the driveway entrance and on each dwelling unit or building on the property.
- 2.2.4. Every owner shall, prior to commencing the work, give notice in writing to the Chief Building Inspector of:
 - 2.2.4.1. the name, address, telephone number and email address of:
 - 2.2.4.1.1. the constructor or other person in charge of the work;
 - 2.2.4.1.2. the registered professional certifying the work;
 - 2.2.4.1.3. any certified inspection or testing agency engaged to monitor the work; and
 - 2.2.4.1.4. any change in or termination of employment of such persons during the course of the construction as soon as such change or termination occurs.
 - 2.2.5. Every owner shall give at least 24 hours notice to the Chief Building Inspector and obtain a field inspection of the work:
 - 2.2.5.1. after the forms for footings and foundations are constructed, but prior to placing of any concrete;
 - 2.2.5.2. after removal of form work from a concrete foundation and installation of perimeter drains and damp-proofing, but prior to backfilling against foundation;
 - 2.2.5.3. after the installation of the underslab insulation;
 - 2.2.5.4. when framing and sheathing of the building are complete, including fire-stopping, bracing, chimney, duct work, plumbing, (including radiant and hydronic heating systems) gas venting, and wiring, but before any insulation, lath or other interior or exterior finish is applied which would conceal such work;
 - 2.2.5.5. after the "Second Plane of Protection" as described in the Building Code has been installed and before any portion of the "First Plane of Protection" is installed;
 - 2.2.5.6. after insulation and vapour barrier have been Installed and before any Interior wall finish is applied;
 - 2.2.5.7. after the Installation of drywall for fire separation In buildings containing secondary suites, multiple residential and multiple commercial occupancies and before any drywall tape or filler is applied;
 - 2.2.5.8. after the application of sheathing paper and wire lath;
 - 2.2.5.9. after the stucco first scratch coat and again after second coat;

- 2.2.5.10. before a building drain, sanitary or storm sewer is covered 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 in the presence of the Chief Building Inspector,
- 2.2.5.11. after the installation of the smoke damper of a fireplace and prior to the installation of the first flue liner or any material that would conceal the details of the construction of the fire box and smoke chamber;
- 2.2.5.12. 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;
- 2.2.5.13. in the case of a building demolition, after the completion of the demolition; and
- 2.2.5.14. after any building is disconnected from City services.
- 2.2.6. Every owner shall give notice in writing to the Chief Building inspector.
 - 2.2.6.1. as soon as any change in ownership or change in the address of the owner occurs between the date of building permit application and the date of application for an occupancy permit.
- 2.2.7. Every owner shall provide to the Chief Building inspector.
 - 2.2.7.1. an up-to-date building location survey by a British Columbia Land Surveyor after the foundation is completed and prior to framing. The survey shall be provided in both electronic and paper format. The electronic format shall be provided as an AutoCAD drawing file or a compatible DXF file. The plan shall show the location of the building foundations in relation to the lot boundaries, geodetic floor elevations, and all easements and rights-of-way.
 - 2.2.7.2. height surveys of the building by a British Columbia Land Surveyor at such stages of construction as are required by the Chief Building inspector to confirm compliance with the Land Use Bylaw. The heights shall be given in geodetic elevations conforming to NAD83 coordinates.
- 2.2.8. When required by the Chief Building Inspector, every owner shall uncover and replace at their own expense any work that has been covered contrary to an order issued by the Chief Building inspector or prior to a field inspection of the work.
- 2.2.9. Every owner is responsible for the cost of repair of any damage to public property or works resulting from work carried out pursuant to a permit ordered under the authority of this bylaw, and every applicant for a building permit shall provide to the City, as security for such repairs, the amount set out in Appendix A.
- 2.2.10. Every owner shall obtain an occupancy permit from the Chief Building inspector prior to any:
 - 2.2.10.1. occupancy of a building or part thereof after construction, partial demolition or alteration of that building; or
 - 2.2.10.2. change in the occupancy of any building or part thereof.
- 2.2.11. The granting of a permit, the review of the drawings and specifications or field reviews made by the Chief Building Inspector 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 and the Building Code, including ensuring that the occupancy of the building, or any part thereof, is in accordance with the terms of the occupancy permit.
- 2.2.12. 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 the Building Code or Section 2.3. of this bylaw, the owner shall deliver to the Chief Building inspector Letters of Assurance in the form set out in the Building Code.
- 2.2.13. The owner shall ensure that all work covered by this bylaw shall be to an acceptable standard of good workmanship in performance and appearance.

2.3. Administration and Enforcement

- 2.3.1. The Chief Building Inspector is authorized to administer and enforce this bylaw, and may prescribe application forms and permit forms required in the administration of this bylaw.

- 2.3.2. The Chief Building Inspector may issue, in writing, such notices or orders as may be necessary to inform the owner and any contractor or other builder that a contravention of this bylaw or the Building Code has been observed.
- 2.3.3. The Chief Building Inspector may order:
 - 2.3.3.1. a person who contravenes this bylaw or the Building Code to comply with it within the period specified;
work to stop on the building or any part thereof if such work is proceeding in contravention of this bylaw or the Building Code, by placing a "Stop Work" notice on the work or by written notice;
 - 2.3.3.2. the removal of any unauthorized encroachment on public property;
 - 2.3.3.3. the removal of any building or part thereof constructed in contravention of this bylaw or the Building Code;
 - 2.3.3.4. the cessation of any occupancy that contravenes this bylaw or the Building Code; and
 - 2.3.3.5. the cessation of any occupancy if any unsafe condition exists because of work being undertaken or not completed.
- 2.3.4. The Chief Building Inspector may direct that tests and inspections 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 or device, construction or foundation condition complies with this bylaw and the Building Code.
- 2.3.5. In any case where the owner has proposed a method of construction or use of materials not identified as an "Acceptable Solution" under the Building Code, and the Chief Building Inspector considers that the use of the alternative solution;
 - 2.3.5.1. involves a high level of complexity, the Chief Building Inspector may request the proposal be reviewed by an impartial third party. The review will be conducted by an individual or firm selected by the Chief Building Inspector from a list of three qualified individuals submitted by the proponent. All costs of the third party peer review will be borne by the proponent with payment made through the City, and
 - 2.3.5.2 affects the operation and maintenance requirements of the building, the owner may be required to grant to the City a covenant under s.219 of the Land Title Act requiring the owner to operate and maintain the building in perpetuity in the manner prescribed in the covenant having regard to the nature of the alternative solution.
- 2.3.6. Where in the opinion of the Chief Building Inspector the site conditions, the size or complexity of a building, part of a building or building component warrant, the Chief Building Inspector may require:
 - 2.3.6.1. design and field review by a registered professional; and
 - 2.3.6.2. that the appropriate Letters of Assurance, Schedules A, B-1, B-2, C-A and C-B as set out in the Building Code be submitted by the owner.
- 2.3.7. In all cases, the following shall require design and field review by a registered professional:
 - 2.3.7.1. buildings that fall within the scope of Part 3 of the Building Code;
 - 2.3.7.2. structural components of buildings that fall within the scope of Part 4 of the Building Code;
 - 2.3.7.3. buildings designed with common egress systems for the occupants or requiring the use of firewalls according to Div. A Part 1 - Subsection 1.3.3.4. of the Building Code;
 - 2.3.7.4. building foundations constructed on fill;
 - 2.3.7.5. The building foundation is constructed within the 1 : 1 slope ratio from the base of an adjacent soil excavation or the base of a supporting retaining structure.
 - 2.3.7.6. buildings that are being relocated either to or within the City
 - 2.3.7.7. building envelope repairs; and
 - 2.3.7.8. retaining wall structures over 1.2 metres in height
- 2.3.8. Design and field review by a registered professional requires compliance with the requirements of Division C, Part 2 – Section 2.2.7. Professional Design and Review in the Building Code.

- 2.3.9. Schedules A and C-A are required for buildings the design of which requires the services of an architect under the Building Code and, if in the opinion of the Chief Building Inspector, coordination is required between two or more registered professionals providing Schedules B-1, B-2 and C-B.
- 2.3.10. The Chief Building Inspector may, at the risk of the owner with conditions to ensure compliance with this bylaw and the Building Code and any other applicable regulations, issue a permit to excavate or to construct a foundation of a building before all the plans of the building have been submitted or accepted by the Chief Building Inspector.
- 2.3.11. The Chief Building Inspector may issue a permit for a building conditional upon the submission, prior to commencing work, of additional information not available at the time of issue, if such information is, in the opinion of the Chief Building Inspector, not essential in determining compliance with this bylaw and the Building Code or is of such a nature that the withholding of the permit until its availability would delay the work unreasonably.
- 2.3.12. The Chief Building Inspector may refuse to issue any permit:
- 2.3.12.1. whenever information submitted is inadequate to determine compliance with the provisions of this bylaw, the Building Code or the Land Use Bylaw;
 - 2.3.12.2. whenever incorrect information has been submitted;
 - 2.3.12.3. that would authorize any building work or occupancy that would not be permitted by this bylaw or the Building Code;
 - 2.3.12.4. that would authorize any building work that would require a development permit, until the development permit has been issued; and
 - 2.3.12.5. where the proposed work does not comply with the Building Code, a City bylaw, a restrictive covenant in favour of the City or the Province, or any enactment respecting health or safety.
- 2.3.13. The Chief Building Inspector may revoke a permit if:
- 2.3.13.1. there is a contravention of any condition under which the permit as issued;
 - 2.3.13.2. construction is at variance with the permit drawings;
 - 2.3.13.3. the permit was issued in error; or
 - 2.3.13.4. the permit was issued on the basis of incorrect information and,
 - 2.3.13.5. notice of revocation of a permit shall be served by registered mail addressed to the owner.
- 2.3.14. Before issuing an occupancy permit, the Chief Building Inspector may require the owner to provide:
- 2.3.14.1. complete digital as-built drawings for buildings in pdf file format, floor plate and site drawings in dwg file format; and
 - 2.3.14.2. a MSword compatible electronic document of the "Fire Safety Plan" as approved by the City of Colwood Fire Chief.
- 2.3.15. If field inspection of the work authorized by a permit shows that it is unsatisfactory or in violation of this bylaw, the Chief Building Inspector may 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 Chief Building Inspector when the work is ready for further field review.
- 2.3.16. Where any failure of a building which causes or has the potential to cause injury or loss of life occurs during construction authorized by a permit issued under this bylaw, the Chief Building Inspector may require the owner to submit a report stating:
- 2.3.16.1. the name, address, phone number and email address of the owner of the building;
 - 2.3.16.2. the address or location of the building involved in the failure;
 - 2.3.16.3. the name, address, phone number and email address of the constructor;
 - 2.3.16.4. the nature of the failure; and
 - 2.3.16.5. the plans to rectify the failure, complete with time parameters demonstrating what site safety requirements have been undertaken.

3.1. Permits

- 3.1.1. For the purposes of this Section, a permit means an authorization in writing by the Chief Building Inspector 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. Except as provided in Article 3.1.2.2., a Plumbing Permit shall be issued only to a person holding a current certificate in respect of the plumbing trade issued pursuant to the Industry Training Authority Act or a permit exempting them from holding such certificate, or the owner of the property on which the work is to be performed provided they have the knowledge and ability to perform the work covered by the application, in the opinion of the Chief Building Inspector.
 - 3.1.2.1. A permit for the installation of sanitary or storm building drains outside a building may be issued to a sewer, drain, or general contractor, if in the opinion of the Chief Building Inspector, they have the knowledge and ability to perform the work.
 - 3.1.2.2. A permit for the installation of fire sprinklers shall be issued only to a person holding a current certificate in respect of the sprinkler fitting trade pursuant to the Industry Training Authority Act or a permit exempting them from holding such certificate.
- 3.1.3. Application fees and permit fees shall be as provided for in Appendix "A" of this bylaw.
 - 3.1.3.1. Where work which requires a permit under this bylaw is commenced prior to obtaining a permit, the fee shall be doubled in accordance with Appendix "A" of this bylaw.
- 3.1.4. When an occupancy permit is issued for a tent or air-supported structure, it shall expire 12 months after issue.
- 3.1.5. The Chief Building Inspector may revoke an Occupancy Permit, if it was determined that the Occupancy Permit was issued in error. Notice of Revocation shall be sent by registered mail to the building permit applicant and registered owner of the property.

3.2. Application for Permit

- 3.2.1. To obtain a permit the owner shall file an application in writing on the form prescribed for that purpose by the Chief Building Inspector and pay the application fee as noted in Appendix "A".
- 3.2.2. All drawings, plans and specifications shall:
 - 3.2.2.1. bear the name, address, phone number and email address of the designer; and
 - 3.2.2.2. 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 respecting health and safety, and for that purpose reverse or mirror image plans referring to other plans containing such information are deemed not to contain the information.
- 3.2.3. Except as otherwise allowed by the Chief Building Inspector, every application shall:
 - 3.2.3.1. be signed by the owner;
 - 3.2.3.2. state the intended use or uses of the building
 - 3.2.3.3. include two sets of drawings for one or two family dwellings and four sets of drawings for all other projects of which two sets are sealed and drawn to a scale of 1 :50 (1/4" to 1'-0") and showing the following minimum information:
 - 3.2.3.3.1. the dimension of the building
 - 3.2.3.3.2. the proposed use of each room or floor area;

- 3.2.3.3.3. a site plan of the land on which the building is, or is to be, situated complete with building setbacks, proposed driveway parking areas, retaining walls, easements, rights-of-way, ditches, ponds, water courses, all trees on site and boulevard with drip lines and details concerning the depth and extent of any fill on the site or any fill proposed on the site, and slopes greater than 30%;
 - 3.2.3.3.4. if applicable; acknowledgement by the Vancouver Island Health Authority that filings required in relation to onsite sewage disposal systems have been made;
 - 3.2.3.3.5. the method of disposal of storm water;
 - 3.2.3.3.6. the position, height and horizontal dimensions of all buildings on the land referred to in Article 3.2.3.3. complete with finished grade;
 - 3.2.3.3.7. when required by the Chief Building Inspector, the grades and elevations of the streets and sewers abutting the land referred to in Article 3.2.3.3.;
 - 3.2.3.3.8. Letters of Assurance by registered professionals as required by the Building Code or this bylaw;
 - 3.2.3.3.9. when required by the Chief Building Inspector a survey, by a registered B.C. Land Surveyor, of the building site including existing geodetic natural grade elevations;
 - 3.2.3.3.10. the technical information specified in this or other bylaws or a restrictive covenant in favour of the City required to be included on the drawings
 - 3.2.3.3.11. retaining walls subject to a Building Permit will require engineered drawings signed off by a Professional Engineer and/ or a Geotechnical Engineer. Drawings submitted to the Building Inspection Department will include all details of retaining walls such as, but not limited to, wall footings, wall height and width, wall materials, drainage provisions, etc.; and
 - 3.2.3.3.12. such other information as is necessary to illustrate all essential features of the design of the building or structure.
- 3.2.3.4. include in addition, for all applications except one or two family dwellings, accessory buildings to one or two family dwellings or other buildings not exceeding 600m² in building area:
- 3.2.3.4.1. a plan that shows the location and size of every building drain and of every trap or cleanouts that is on a building drain;
 - 3.2.3.4.2. a sectional drawing that shows the size and location of every soil- or waste pipe, trap and vent pipe, fixture unit loads on stacks and risers; and
 - 3.2.3.4.3. any and all other information necessary to establish compliance with this bylaw.
- 3.2.4. Applications for fire sprinkler permits for NFPA 13D buildings shall include the following information;
- 3.2.4.1. Sprinkler plans shall be submitted for approval to the authority having jurisdiction before any equipment is installed or remodelled.
 - 3.2.4.2. Sprinkler plans shall be drawn to a specified scale.
 - 3.2.4.3. Sprinkler plans shall be drawn on sheets of uniform size.
 - 3.2.4.4. Sprinkler plans shall provide a plan of each floor.
 - 3.2.4.5. Sprinkler plans shall indicate the following:
 - 3.2.4.5.1. Name of owner and occupant,
 - 3.2.4.5.2. Location, including street address,
 - 3.2.4.5.3. Point of compass,
 - 3.2.4.5.4. Ceiling construction
 - 3.2.4.5.5. Full height cross section
 - 3.2.4.5.6. Location of fire separators
 - 3.2.4.5.7. Location of partitions
 - 3.2.4.5.8. Use of each area or room,

- 3.2.4.5.9. Location and size of concealed spaces, attics, closets, and bathrooms,
- 3.2.4.5.10. Any small enclosure in which no sprinklers are to be installed,
- 3.2.4.5.11. Indicate the static and residual water pressure available at the property line for the maximum design flow and the source of this information. The city main test results including elevation of the test hydrant,
- 3.2.4.5.12. Make, manufacturer, type, heat response element, temperature rating, and nominal orifice size of the sprinkler,
- 3.2.4.5.13. Temperature rating and location of sprinklers ,
- 3.2.4.5.14. Kind and location of alarm bells,
- 3.2.4.5.15. Type of pipe and fittings,
- 3.2.4.5.16. Type of protection for non-metallic pipe,
- 3.2.4.5.17. Nominal pipe size with lengths shown to scale,

- 3.2.4.5.18. Types and locations of hangers, sleeves, and braces, and methods of securing sprinklers, where applicable,
- 3.2.4.5.19. All control valves, check valves, drain pipes, and test connections,
- 3.2.4.5.20. Underground pipe size, length, location, weight, material, and point of connection to the city main; type of valves, meters, and valve pits; and depth at which the top of the pipe is laid below grade,
- 3.2.4.5.21. In the case of hydraulically designed systems, the material to be included on the hydraulic data nameplate and,
- 3.2.4.5.22. Name and address of the contractor

- 3.2.5. Where an application for a permit has not been completed in conformance with the requirements of the Chief Building Inspector or where the permit fee has not been paid within six months after the date of the application, the application shall be cancelled and any application fee paid shall be forfeited.

- 3.2.6. A permit shall expire and the right of an owner under the permit shall terminate if:
 - 3.2.6.1. the work authorized by the permit is not commenced within six months from the date of issue of the building permit;
 - 3.2.6.2. work is commenced and then suspended for a period of six months; or
 - 3.2.6.3. the building has not been completed at the end of a twenty-four month period following permit issuance.

- 3.2.7. A permit may be extended up to twelve months if the extension is requested in writing prior to the expiration of the permit, the permit extension fee specified in Appendix A is paid, and the exterior of the building is substantially complete as determined by the Chief Building Inspector.
 - 3.2.7.1. 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.

- 3.2.8. Any application for any revision to the original application shall be made in the same manner as the original permit. A revision fee in addition to any other applicable fees as set out in Appendix A shall be paid before any revisions to the original submission will be processed.
 - 3.2.8.1. The Chief Building Inspector may require that the owner provide to the City at the completion of the work a "Declaration of Final Value of Construction" for the completed work and pay any additional fees based on the total value of the completed works. The "Declaration of Final Value of Construction" shall be completed by the Coordinating Registered Professional for the project or a professional selected by the Chief Building Inspector.

3.3. Approval in Part

- 3.3.1. Subject to Subsection 2.3.10. of this bylaw where, in order to expedite work, issuance of a building permit in respect of a portion of the building is requested prior to the issuance of a permit for the whole building, application shall be made for the whole building, and complete plans and specifications covering the portion of the work for which immediate approval is requested shall be provided to the Chief Building Inspector.
- 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.

3.4. Property Subject to Flood Control and Environmental Protection

- 3.4.1. No permit shall be issued to construct, erect or place a building on land which is identified in the Land Use Bylaw as being subject to flood control and environmental protection.

4.1. Professional Inspection or Review

- 4.1.1. Any registered professional responsible for conducting field reviews shall, upon request, make copies of all field review reports available to the Chief Building Inspector.
- 4.1.2. Any registered professional responsible for the field review of a foundation shall prepare and sign a report of each review and send it to the Chief Building Inspector as soon as practicable.

4.2. Inspection and Testing of Plumbing Systems

- 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 Chief Building Inspector.
- 4.2.2. The plumbing contractor shall notify the Chief Building Inspector 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, and shall remove the inspection chamber plug, if so fitted, before the inspection.
- 4.2.4. If any part of a plumbing system is covered before it has been reviewed and accepted by the Chief Building Inspector, it shall be uncovered if the Chief Building Inspector so directs.
- 4.2.5. If any part of a plumbing system is not accepted by the Chief Building Inspector 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.

4.3. Energy Conservation and GHG Emission Reduction

- 4.3.1. In relation to the conservation of energy and the reduction of greenhouse gas emissions, the City incorporates by reference the BC Energy Step Code.
- 4.3.2. All new Part 9 and Part 3 buildings will be at Emissions Level 4 (EL-4) zero carbon step code as per the following schedule:
 - All Part 9 buildings: March 4, 2024.
 - Part 3 residential buildings 6 storeys or fewer: July 1, 2024.
 - All Part 3 Buildings: November 1, 2024.

5.1. General

- 5.1.1. No permit for the construction of any building or building addition shall be issued unless the following works and services are provided:
- 5.1.1.1. a road within dedicated road allowance of sufficient strength, grade and width to provide ready access to the building by fire and emergency vehicles at all times. The access shall be constructed as outlined in section 5.3. of this bylaw;
 - 5.1.1.2. a municipal water service or other source of potable water supply approved by the Medical Health Officer;
 - 5.1.1.3. a municipal sanitary sewer service connection, or
 - 5.1.1.4. a sewer or other method of sewage disposal complying with the Sewerage System Regulation to service the building, and for the purpose of establishing daily sewage flow one family dwellings with secondary suites they shall be considered to be one residential unit for the purposes of this bylaw only and no other bylaw; and
 - 5.1.1.5. an approved method of storm drainage and surface runoff disposal to service the building.
 - 5.1.1.5.1. Storm water from roofs, perimeter drains and paved surfaces shall not be permitted to run off site, either on the surface, or in a piped system unless, in the opinion of the City Engineer, there is no practical alternative.
 - 5.1.1.5.2. Storm drainage or surface runoff systems serving a one family dwelling or a two family dwelling shall be constructed as outlined in drawing BD-01, BD-02, and BD-03 in Appendix "B". Where, in the opinion of the City Engineer, the soil has low permeability, the system shall be designed by a registered professional. If off-site disposal of storm drainage and surface run off is required, it shall be to an existing drainage course or storm drain which, in the opinion of the City Engineer, has sufficient capacity.
 - 5.1.1.5.3. Disposal of storm drainage and surface runoff from buildings other than one family and two family dwellings shall be designed and constructed under the supervision of a registered professional.
 - 5.1.1.5.4. Storm water from paved or low permeable surfaces for buildings other than single family dwellings or two family dwellings shall not be permitted to run off site unless the water is first treated in an oil/silt interceptor capable of reducing the total suspended solids to 80 parts per million or less.
 - 5.1.1.5.5. The interceptor required in sentence 5.1.1.5.4 shall be designed and installation approved by a professional engineer.
 - 5.1.1.5.6. The property owner of the properties required in sentence 5.1.1.5.4 to have storm water treatment devices shall register, in a form acceptable to the City Engineer, a Land Title Act section 219 storm water maintenance covenant on the title of the subject property.
- 5.1.2. No permit for the construction of a two family dwelling shall be issued unless separate water, sewer and storm drain plumbing systems with separate service connections are provided to each dwelling.

5.2. Sewer Connections Within Local Service Areas

- 5.2.1. Every connection to a city sanitary or storm sewer shall be fitted at the property line with an inspection chamber, approved by the City Engineer, to permit inspection, testing and cleaning of the sewer.
- 5.2.2. Every inspection chamber shall be located at the surface, and shall be installed in accordance with the Master Municipal Construction Documents specifications for such an installation and drawing BD-06 in Appendix "B", except that the test plug shall be removed before the inspection chamber is installed.

- 5.2.3. Sewer connections to City mains on City streets or rights-of-way shall be made only by City employees or a contractor employed by the City at the cost of the owner of the parcel to be served by the connection. No person shall excavate a City road allowance or sewer right of way for the purpose of installing or cleaning a sewer service pipe.
- 5.2.4. Except where approved in writing by the City Engineer and where the works are installed in a statutory right of way in favour of the City, no plumbing system, drainage system, house sewer, private sewage disposal system or portion thereof, shall be located on any parcel other than the parcel that is served by such facilities.
- 5.2.5. Where a building is demolished or removed from a parcel, the sanitary sewer and storm drainage service connection to the parcel shall be removed and capped at the sewer main. Such capping or removals shall be performed only by City employees or contractors employed by the City, at the cost of the owner of the parcel.
- 5.2.6. When provision is made for the future installation of plumbing fixtures in a building, they shall be included in calculating the required sizes of waste, vent and water pipes. Plumbing to provide for such future installations shall be terminated with a plugged fitting or fittings and shall be vented as required by the Building Code.
- 5.2.7. If a building cannot be serviced by a gravity sanitary sewer system, the Chief Building Inspector may authorize the installation of a sewage pumping system, which shall conform to all requirements of Article 5.2.7.1. or Article 5.2.7.2., the Building Code, the B.C. Electrical Code Regulation, and Work Safe BC for confined space entry, and shall not be activated until approved by the Chief Building Inspector.
- 5.2.7.1. A pumping system constructed to serve a one family dwelling or a two family dwelling shall be constructed to the specifications set out in Article 5.2.7.3.
- 5.2.7.2. All other pumping systems, including systems constructed to serve more than one one-family dwelling or two-family dwelling, shall be designed and constructed in accordance with the specifications set out in Article 5.2. 7 .4.
- 5.2.7.3. The effluent from a one family dwelling or two family dwelling shall drain into an approved sump with a maximum capacity not greater than the "Estimated Minimum Daily Sewage Flow" for the dwelling as specified in the Sewerage System Standard Practice Manual published under the Health Act. The sump shall be emptied by a solids handling sewage pump with a minimum capacity of 1 00UM (22GPM) as measured at the property line. The sump must be fitted with a high level alarm that will sound within the dwelling when effluent levels exceed a predetermined level.
- 5.2.7.4. Pumping systems for buildings referred to in Article 5.2. 7 .2. shall be designed and constructed under the supervision of a registered professional engineer who shall provide Letters of Assurance in relation to design and field review as set out in the Building Code.
- 5.2.7.5. Pumping systems for buildings referred to in Article 5.2.7.2. shall be constructed with provision for connection to an emergency generator during periods of power failure.
- 5.2.8. The installation of under-ground water, sewer and drain systems on private property from the exterior of a building to the property line, in respect of buildings other than one family dwellings and two family dwellings, shall, in addition to complying with the Building Code, comply with the specifications set out in the Subdivision and Development of Land Bylaw #285 for such systems within subdivisions.
- 5.2.9. Within 30 days of the completion of a sewer connection, the owner of the parcel shall remove or pump out any existing septic tank on the parcel, and in the case of a septic tank not removed, provide a hole at least 300 mm in diameter in the bottom of the tank and fill the tank with sand or gravel to the satisfaction of the City Engineer. The septic tank contents shall be disposed of in a lawful manner. A copy of the pump-out receipt and as-built drawings shall be submitted to the City before final approval is granted.

5.3. Access Routes

- 5.3.1. Every building subject to Part 9 of the Building Code shall have an access route complying with drawings BD-04 and BD-05 in Appendix C, exclusive of any area used or designated for off-street parking or loading, which:
- 5.3.1.1. is connected to a constructed public roadway,
 - 5.3.1.2. is connected to a constructed public roadway, has a clear, all weather surfaced width of at least 6 metres that does not slope more than 15%, measured perpendicularly to the access route, for the first 0.75 metres on either side of the 6 metre width,
 - 5.3.1.3. is straight and within 15 degrees of perpendicular to the public roadway over the first 7.5 metres measured from the edge of the public roadway,
 - 5.3.1.4. does not slope more than 5% measured along the line of the access route within the first 6 metres measured from the edge of any public roadway that serves or potentially serves more than forty dwelling units,
 - 5.3.1.5. has a centre line radius of not less than 12 m with local widening on bends as necessary to permit Colwood fire fighting vehicles to negotiate the bend,
 - 5.3.1.6. has an overhead clearance of at least 5m,
 - 5.3.1.7. has no changes in gradient that cannot be negotiated by City of Colwood fire fighting vehicles, and for this purpose no part of the fully loaded vehicle, except the tires, shall be within 50 millimetres of the ground when it travels the access route,
 - 5.3.1.8. has a grade of not more than 15% measured in the direction of travel, except that a grade of up to 20% may be considered when the access route is surfaced to no less than 6 metres in width with concrete or asphaltic pavement and the building is provided with fire sprinklers as required in Colwood Building Bylaw, 1998, (Sprinkler Provisions),
 - 5.3.1.9. meets the fire staging requirements of the Subdivision and Development Land Bylaw,
 - 5.3.1.10. is capable of supporting H-20 loading and is surfaced with concrete, asphaltic pavement or other material designed to permit accessibility under all weather conditions,
 - 5.3.1.11. is connected to a public roadway at both ends if longer than 90 metres or, in the opinion of the City Engineer, is designed in accordance with the Subdivision and Development Servicing Bylaw. Alternatively, when designed to serve no more than 10 dwelling units, the access route shall include an area designed to allow a 10.5 metre long fire fighting vehicle with an inside turning radius of 10.5 metres and an outside turning radius of 14 metres to turn with no more than a two point turn using the WB -15 turning template and the design shall be subject to the approval of the City of Colwood Fire Chief.
 - 5.3.1.12. is, in the opinion of the Chief Building Inspector, constructed to prevent storm water from the public roadway entering the parcel to which it provides access and to prevent storm water from the access route from entering the public roadway, and
 - 5.3.1.13. does not obstruct and, in the opinion of the City Engineer, is not likely to obstruct the passage of storm water in any drainage way or watercourse.
 - 5.3.1.14. Every access route as required by Subsection 5.3.1. of this bylaw shall be kept clear of parked vehicles, stored goods materials or other obstructions at all times. Any surface area used as required off-street vehicular parking may not be part of the access route required in Subsection 5.3.1. of this bylaw and the Building Code. The area used for parking may not be located so that parked vehicles would obstruct the access route, as required by Bylaw No. 501, Firefighting Access Bylaw. Signage indicating "No Parking - Fire Access" to be installed in locations as approved by the Chief Building Inspector, Fire Chief, or City Bylaw Enforcement Officer.
 - 5.3.1.15. The Chief Building Inspector may require certification by a registered professional engineer of access routes that incorporate bridges or steep side slopes. The certification shall confirm the continued loading capability and safety of the access route.

- 5.3.1.16. Where an access route cannot be provided in accordance with Section 5.3. of this bylaw, the grade limitations of this bylaw, a permit may be issued if the building is constructed with a fire sprinkler system in accordance with NFPA 13, NFPA 13D, or NFPA 13R as the case may be.

- 6.1. Every application for a Building Permit for a pool shall be accompanied by a plan showing the location of the proposed pool and all water supply piping, waste piping and related fittings.
- 6.2. For the purposes of Part 6, a pool includes a private swimming pool, hot tub or spa, located outdoors, and with a depth at any point of .6 metres (24 inches) or more, but does not include fish or ornamental ponds, irrigation ponds, natural ponds or those constructed along a natural watercourse, sealed tanks or pools fitted with a lockable cover capable of supporting the weight of a 68kg. (150lb) person, when closed.
 - 6.2.1. Every pool shall be enclosed within a fence constructed of close boarded lumber, chain link wire, solid masonry, or plywood of 9mm (3/8") or greater in thickness, constructed without foot holds or grips on the outside that children may use to climb into the enclosed area, and having no openings greater than 5cm (2 inches). Spacing of up to 100mm (4 inches) may be permitted where vertical guards are used. All gates to a pool shall be operated by self-latching spring hinge mounted on the inside top portion of the gate.
 - 6.2.2. Notwithstanding Subsection 6.2.1. of this bylaw, a pool, the rim of which is 1.5 metres (4.9 feet) or more above the grade of surrounding ground, need only be protected by a fence enclosing the ladder or other access points to the pool and conforming to the requirements of Subsection 6.2.1 of this bylaw.
 - 6.2.3. Every fence and gate which encloses a pool shall be not less than 1.5 metres (4.9 feet) in height above the ground at any point and clear the ground by not more than 10cm (4 inches) at any point.
 - 6.2.4. Every application for a building permit for a fence enclosing a pool, ladder, or access point to a pool shall be accompanied with a plan showing the location, depth and dimensions of the pool and a plan showing the location or proposed location of the fence and the details of fence construction including height, gate design and closing devices.
- 6.3. No pool designed to be supplied with water from the potable water supply shall have any water inlet below the flood level of the pool unless protected by an approved cross connection control device.
- 6.4. There shall be no direct connection between any potable water supply line and any circulating pump, filter or other device that comes in contact with pool water. Recirculation systems shall take the water supply to the pool from an open surge tank or other system approved by the Chief Building Inspector. 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.
- 6.5. Pool waste water shall discharge into the sanitary sewer where available.
- 6.6. For areas not served by sanitary sewer, the method of waste water disposal shall be approved by the Chief Building Inspector.
- 6.6. All pools shall have the bottom and inner walls constructed of smooth non-absorbent materials and are drained through one or more metal grated openings. All such drains shall be equipped with a gate valve, located in an accessible sump adjacent to the outer walls of the pool. When the sump is connected to a sewer or is otherwise subject to backflow, a backwater valve shall be installed.
- 6.8. No direct connection shall be made between any storm drain, sewer or any other drainage system and any line connected to a pool.
- 6.9. Scum gutter drains or floor drains serving pool decks 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.
- 6.10. For pools constructed below the surrounding grade, a relief valve system is required to prevent damage to an empty pool should the ground water table rise above the level of the base of the pool.

- 6.11. The fenced enclosure of the pool area is not required in commercial or institutional occupancies where, in the opinion of the Chief Building Inspector, access to the pool area is restricted and accessible only to the facility patrons.

- 7.1. All new or renovated buildings and structures of reinforced concrete or structural steel or using metal cladding or reflective glazing, and having greater than 500 square metres in gross floor area or being over 12 metres in height or including basements of more than 1,000 square metres in area, are required to install and maintain approved radio signal amplification systems and related infrastructure within the buildings that will allow uninterrupted communications to the CREST wide area VHF radio system within the City.
- 7.2. Radio system testing will be conducted by the City Fire Department, or agency approved by the fire department such as CREST radio technicians to provide verification of the system.
- 7.3. Coverage and acceptance testing of the system is required prior to issuance of occupancy permit.

- 8.1. All required accesses must comply with the turning requirements for City emergency fire vehicles. This is defined as the WB-15 turning template. A scaled drawing of the as-built conditions showing the location of gate or gates shall be superimposed with the WB-15 turning template for final approval by the City.
- 8.2. The minimum inside width to be provided between posts/hinges for the path of travel shall be 4.3 meters.
- 8.3. The mechanical operation of the gate opening mechanism shall be siren activated to accommodate the immediate access for emergency vehicles. Supplied equipment and operation is to be approved by the Fire Chief.
- 8.4. The gate controller shall be supplied with a backup power supply, which will open the gates in the event of a power failure. (gates shall fail safe in the open position)
- 8.5. Every attempt shall be undertaken to design and configure the gate and hardware to maximise the opening for emergency access.
- 8.6. Security and access gates for access to and within the underground parking areas shall be designed and equipped to allow emergency access by the Fire department. Underground parking security gates shall be provided with an external magnetic contact switch installed in a lock box to allow access by emergency personnel. This installation must be coordinated with the fire department and the required lock box is available through the department on an at cost basis.

Design data for the design of a building in the City of Colwood shall be as follows:

Jan Dry 2.5% °C	-7
Jan Dry 1% °C	-9
Jul Dry 2.5% °C	26
Jul Wet 2.5% °C	18
Degree Days Below 18°C	3300
15 Min. Rain, mm	10
One Day Rain, 1/50, mm	105
Ann Rain, mm	1185
Moist. Index	1.29
Ann. Tot. Ppn., mm	1225
Driving rain wind pressures kPa, 1/5	220
Snow Load, kPa 1/50 Ss	2.3
Rain Load, kPa, 1/50 Sr	0.3
Hourly Wind Pressure kPa 1/10	0.48
Hourly Wind Pressure kPa 1/50	0.63
Sa(0.2)	1.2
Sa(0.5)	0.82
Sa(1.0)	0.38
Sa(2.0)	0.18
PGA	0.61

10.1. General

- 10.1.1. No person shall do any act or thing, or suffer or permit any act or thing to be done, in contravention of this Bylaw.
- 10.1.2. Every person who contravenes this Bylaw by doing any act which it forbids or omitting to do any act which it requires to be done, commits an offence and is liable, on summary conviction, to a fine of not more than \$10,000.00. A separate offence shall be deemed to be committed upon each day during and in which the contravention occurs or continues.
- 10.1.3. 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 or any other City of Colwood Bylaw.

This Bylaw may be cited for all purposes as the "Building Bylaw No. 977, 2008".

READ A FIRST TIME this 23rd day of JUNE 2008

READ A SECOND TIME this 23rd day of JUNE 2008

READ A THIRD TIME this 23rd day of JUNE 2008

FINALLY PASSED AND ADOPTED this 14th day of JULY 2008.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

1. The charge for permits issued in accordance with this Bylaw, shall be based on the value of construction as defined in Subsection 1.3.3. of this bylaw and as determined by the Chief Building Inspector. Application and review fees shall be paid at the time of Building Permit Application. 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, the fees shall be \$50.00 for the first thousand, plus \$12.00 per thousand or part for the next \$99,000.00, plus \$10.00 per thousand or part for the next \$400,000.00, plus \$8.00 per thousand, or part thereof, for the remainder.	
c.	For extension of permit: With a construction value of \$50,000 or less For permits with a construction value more than \$50,000	\$50.00 \$100.00
e.	Application Fee, non-refundable, included in Building Permit Fee Part 3 and Part 9 Permits with a construction value of \$200,000 or less: Permits with a construction value of more than \$200,000 Part 3 Permits with construction value more than \$1,000,000. = 50% of Permit Fee	\$100.00 \$1,000.00
f.	Revision Fees For permits with a construction value of \$500,000 or less For permits with a construction value of more than \$500,000	\$50.00 \$100.00
g.	For Building Code alternate solutions Part 9 buildings \$250,000 or less (each) Part 9 buildings more than \$250,000 (each) Part 3 buildings \$1,000,000 or less (each) Part 3 buildings more than \$1,000,000(each)	\$250.00 \$500.00 \$500.00 \$1,000.00
h.	Electronic Conversion Fee Part 9 buildings less than \$500,000 Part 9 buildings greater than \$500,000 Part 3 buildings less than \$1,000,000 Part 3 buildings greater than \$1,000,000	\$75.00 \$250.00 \$500.00 \$1,000.00
i.	Swimming Pool, Pool and Fence	\$100.00

2. The value of construction means the total construction cost minus land, development cost charges, but includes all professional fees and taxes and shall be the greater of:
 - a. the contract price includes professional fees, taxes and a reasonable allowance for extras, or
 - b. the value as determined by the Chief Building Inspector based on fair market value as determined in accordance with the Marshall & Swift "Marshall Valuation Service" or "Statistics Canada's Construction Price Indexes".
3. The fee for a permit to demolish or remove a building from a lot shall be \$250.00 plus deposits and fees as required.

4. The fee for a permit to move a building on to a site shall be based on the value of the building and the value of work required on site. The minimum permit fee shall be \$250.00.
5. Where construction activity may result in damage to City property, a security deposit shall be paid at the time the building permit is issued. The deposit amount is refundable provided no damage has occurred to City property. Where construction activity causes harm to City property and/or infrastructure at the construction site or elsewhere in the City, the damage deposit will be used to pay for the repair of these damages. Where the value of the damages exceeds the amount of the damage deposit the property owner shall fully replenish the deposit amount with the City before any further building inspection are conducted on the construction project.

For the construction of single family and two family dwellings the damage deposit shall be;

a.	Curb and boulevard or less	\$1,000.00
b.	Curb and concrete sidewalk only	\$1,500.00
c.	Curb, concrete sidewalk and boulevard	\$2,000.00
d.	For each streetlight	Add \$2,000.00
e.	For each street tree	Add \$500.00

MAXIMUM DEPOSIT - \$5,000. [for items a. to e above] OR at City Engineers Discretion.

For multiple family residential, commercial, and mixed use projects the damage deposit shall be determined by the City Engineer.

1.	Plumbing Fixtures			
	a.	For each fixture	\$17.00	
	b.	For any alteration or replacement not involving installation of a fixture	\$28.00	
	c.	For each internal roof leader	\$11.00	
	d.	Hydronic Heating System		
		Solar Domestic Hot Water System		\$55.00
		Hydronic Heating System other than a Solar Domestic Hot Water System		\$100.00
	e.	Cross connection control devices		
		With a Solar Domestic Hot Water System		\$30.00
		Without a Solar Domestic Hot Water System		\$55.00
2.	Sewer Connections			
	a.	House storm sewer	\$28.00	
	b.	House sanitary sewer	\$28.00	
	c.	House sanitary sewer and removal or de-commission of septic tank	\$55.00	
	d.	Manholes, catch-basins or interceptors	\$55.00	
	e.	Pumping stations/chamber	\$110.00	
3.	Fire Protection Equipment			
	a.	Sprinkler system 1 to 8 sprinkler heads (each head)	\$33.00	
	b.	Each additional 20 sprinkler heads	\$22.00	
	c.	Standpipe hose outlets	\$22.00	
	d.	Fire Hydrants	\$55.00	
4.	Hot water storage tank		\$17.00	
5.	Residential irrigation system		\$55.00	
6.	Commercial irrigation system		\$110.00	
7.	Floor drain for hot water tank and drip pan		\$17.00	
8.	Water and drain connections for a swimming pool (each)		\$17.00	
9.	Water service connection to property line		\$55.00	

APPENDIX A: C. SCALE OF FEES – CHIMNEY, FIREPLACE AND SOLID FUEL BURNING APPLIANCE PERMITS AND OIL BURNING EQUIPMENT

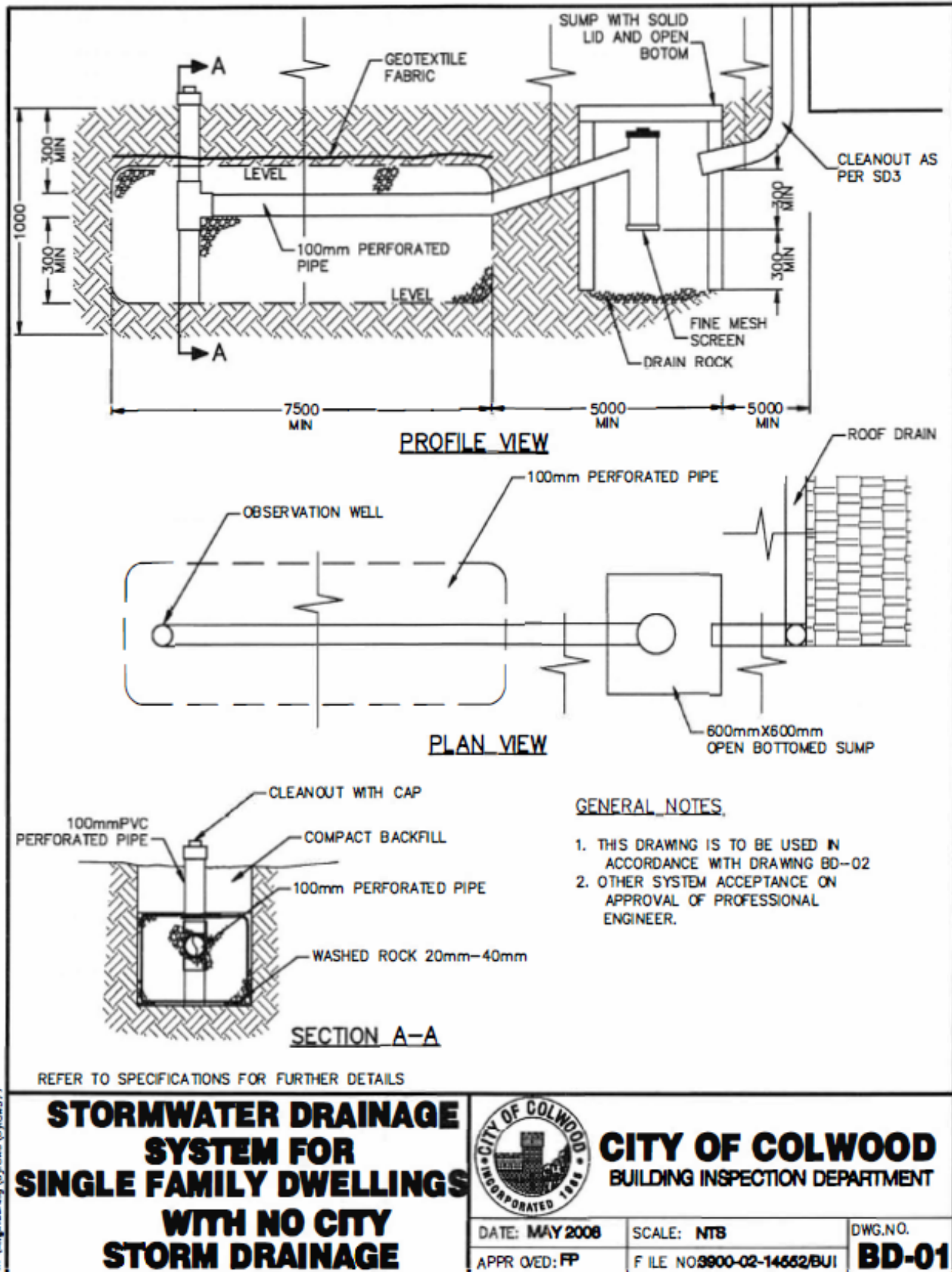
1.	Chimney	\$28.00
2.	Fireplace including chimney	\$55.00
3.	Solid fuel burning stove, range, furnace, boiler, or space heating appliance (existing chimney)	\$28.00
4.	Solid fuel burning stove, range, furnace boiler or space heating appliance (new chimney)	\$55.00
5.	Installation or replacement of a residential oil burning furnace	\$66.00
6.	Installation for replacement hydronic heating boiler	\$28.00
7.	Oil Burner Fee (includes Permit and Inspections)	
	New or replacement Burner	\$33.00
	New Furnace Installation	\$55.00
	Replace Existing Furnace	\$66.00
8.	Removal and/or replacement of a residential oil supply tank	\$55.00
Tank installation or Removal (Includes Permit and Inspections)		
1.	Tanks up to 1,364 litres (300 gallons)	
	New Tank Installation	\$55.00
	Replacement Tank	\$55.00
	Tank Removal	\$55.00
2.	Tanks over 1,364 litres (300 gallons)	See Following Schedule

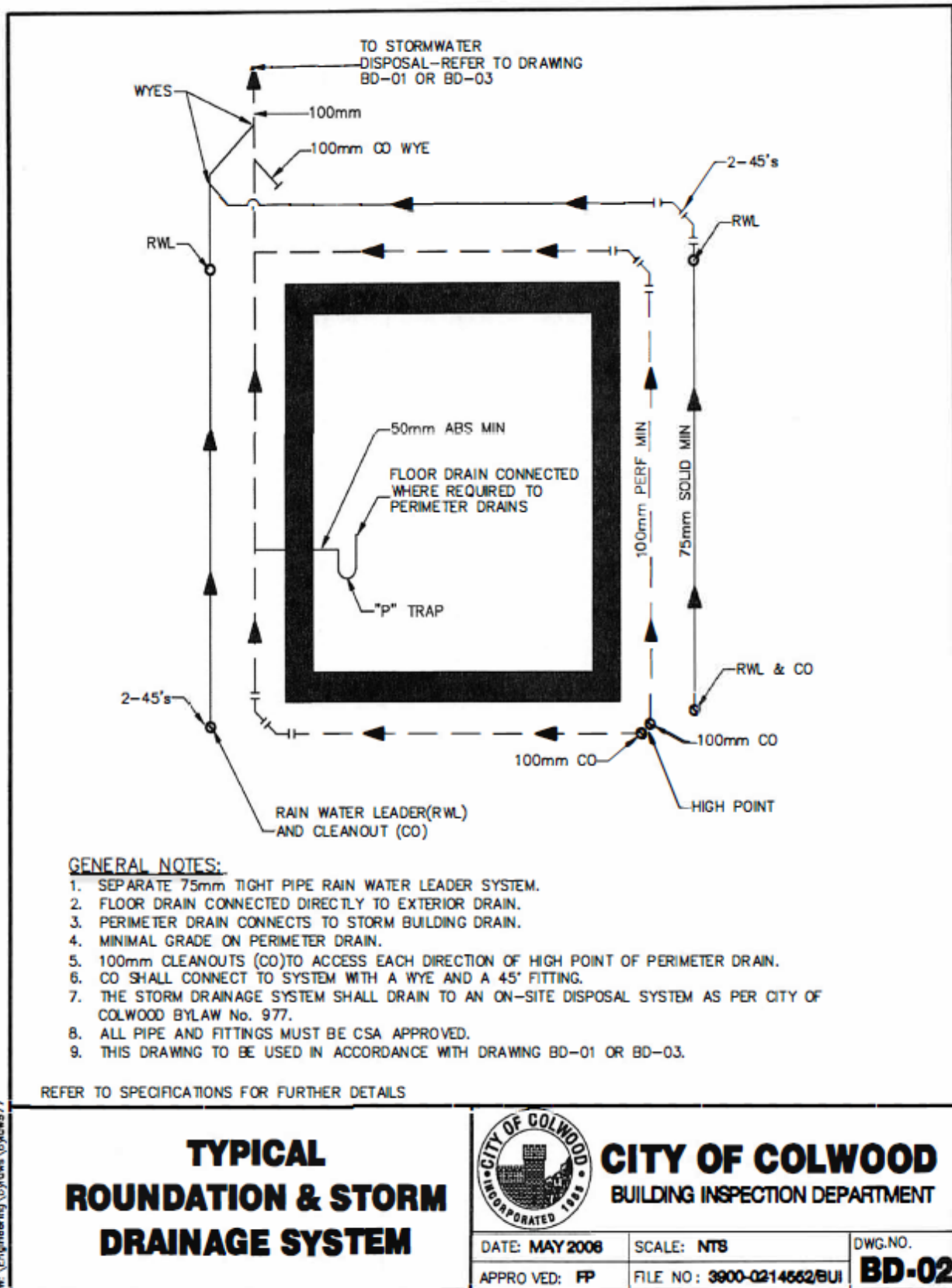
Tank Capacity in Gallons	Converted to Litres @ \$.011 per litre plus \$50.00 Permit Fee	Total Fee Payable
400	$1818 \times .011 = \$20.00 + \55.00	\$68.18
500	$2,273 \times .011 = \$25.00 + \55.00	\$80.00
750	$3,410 \times .011 = \$37.51 + \55.00	\$92.51
1,000	$4,546 \times .011 = \$50.01 + \55.00	\$105.01
2,000	$9,092 \times .011 = \$90.92 + \55.00	\$155.01
3,000	$13,638 \times .011 = \$136.38 + \55.00	\$205.02
4,000	$18,184 \times .011 = \$181.84 + \55.00	\$255.02
5,000	$22,730 \times .011 = \$227.30 + \55.00	\$305.03
6,000	$27,276 \times .011 = \$272.76 + \55.00	\$350.04
10,000	$45,460 \times .011 = \$454.60 + \55.00	\$555.06

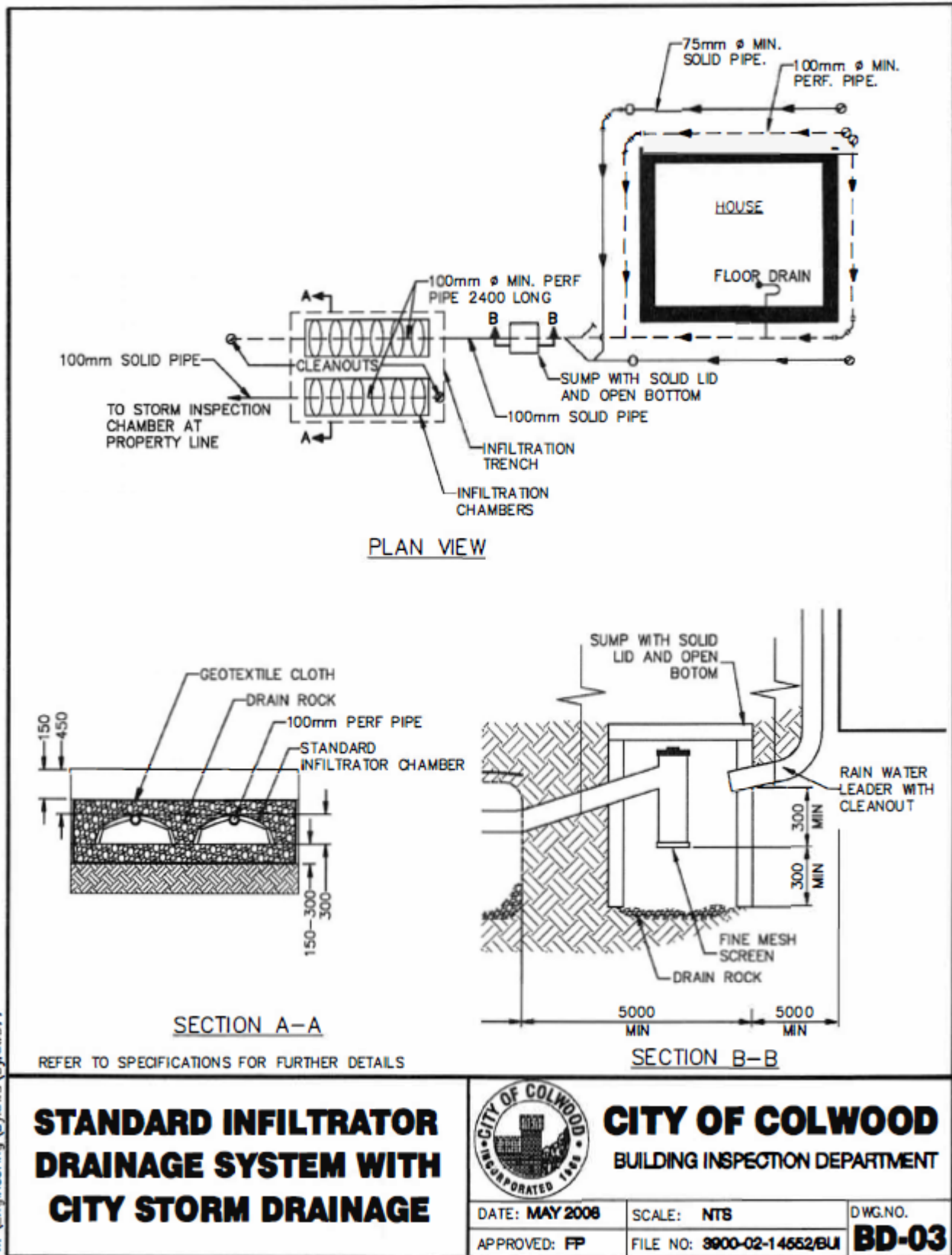
1. **Double Permit Fee** - If any work for which a permit is required under this bylaw has commenced before a permit has been obtained, the fee payable as determined in the above scale of fees shall be doubled.
2. **Refunds** - At any time before the work has commenced in respect to which a permit has been issued, the permit holder may apply for cancellation of the permit. Upon receipt of such application, the Chief Building Inspector, if satisfied that the work has not commenced, shall cancel the permit and shall refund to the permit holder 50% of the fee paid in respect of the permit, but not less than the application fee.
3. **Re-inspection Fees** - 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 \$50.00. Where a permit holder fails to have the work to be inspected accessible and ready at the time the inspection is called for, the Chief Building Inspector may charge an additional fee of \$50.00 for each subsequent call for inspection made necessary. Re-inspection fees must be paid prior to the re-inspection.
4. **Reduction of Fee Where a Certified Registered Professional Reviews** - Where a registered professional engineer or architect reviews and certifies an application for a building permit as being in compliance with this bylaw and the Building Code, and where the City of Colwood relies upon that certification in issuing a building permit, the building permit fee shall be reduced by 5%.

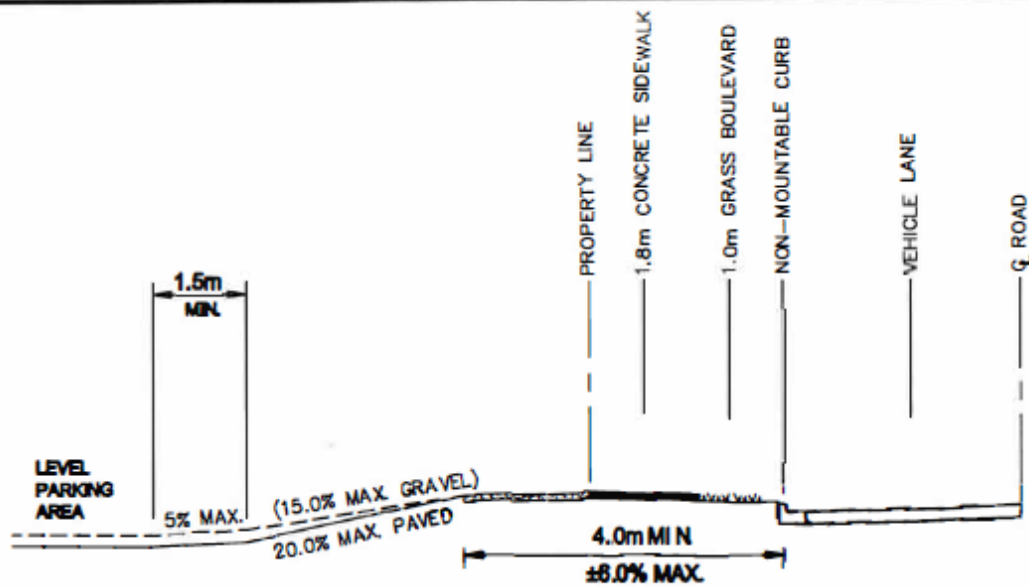
1. The value of single and two family dwellings, factory built homes, mobile homes, moved buildings and buildings, and buildings accessory thereto will be calculated according to the following schedule:

a.	Basic value per square foot of finished floor area	\$125.00/sq ft
b.	Basic value per square foot of unfinished floor area	\$65.00/sq ft
c.	Basic value per square foot of finished floor area in previously unfinished basements, attics, or other floors	\$65.00/sq ft
d.	Basic value per square foot of attached garages barns, workshops and/or sheds	\$50.00/sq ft
e.	Basic value per square foot of carports	\$40.00/sq f
f.	Basic value per square foot of sundecks	\$55.00/sq ft
g.	Basic value per square foot of finished floor areas of factory built homes, mobile homes, or moved dwellings	\$80.00/sq ft

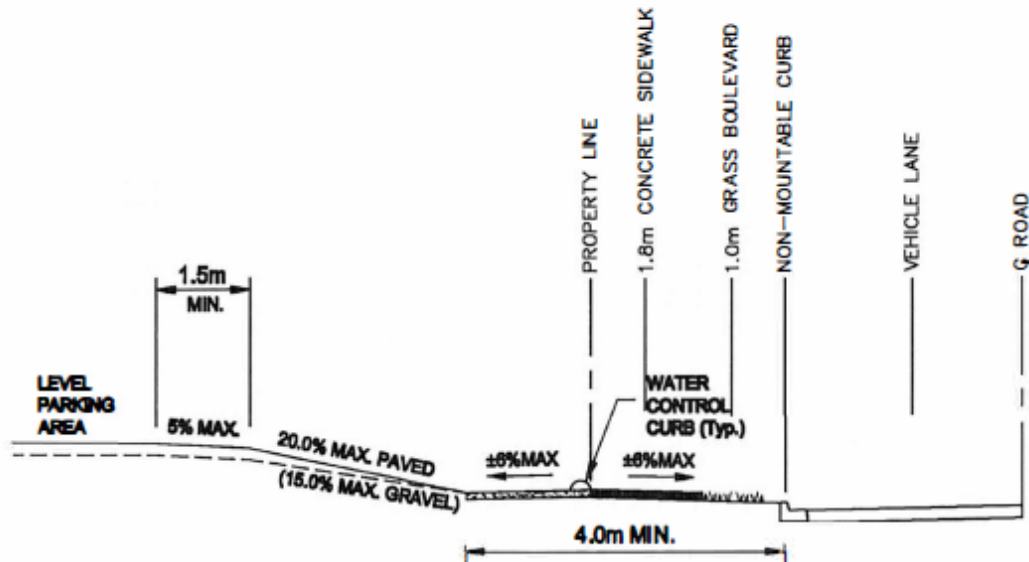








TYPICAL DRIVEWAY ACCESS CROSS SECTION
URBAN ROAD - DETAIL A



TYPICAL DRIVEWAY ACCESS CROSS SECTION
URBAN ROAD - DETAIL B

REFER TO SPECIFICATIONS FOR FURTHER DETAILS

TYPICAL DRIVEWAY ACCESS CROSS SECTIONS FOR URBAN ROAD



CITY OF COLWOOD
BUILDING INSPECTION DEPARTMENT

DATE: MAY 2008

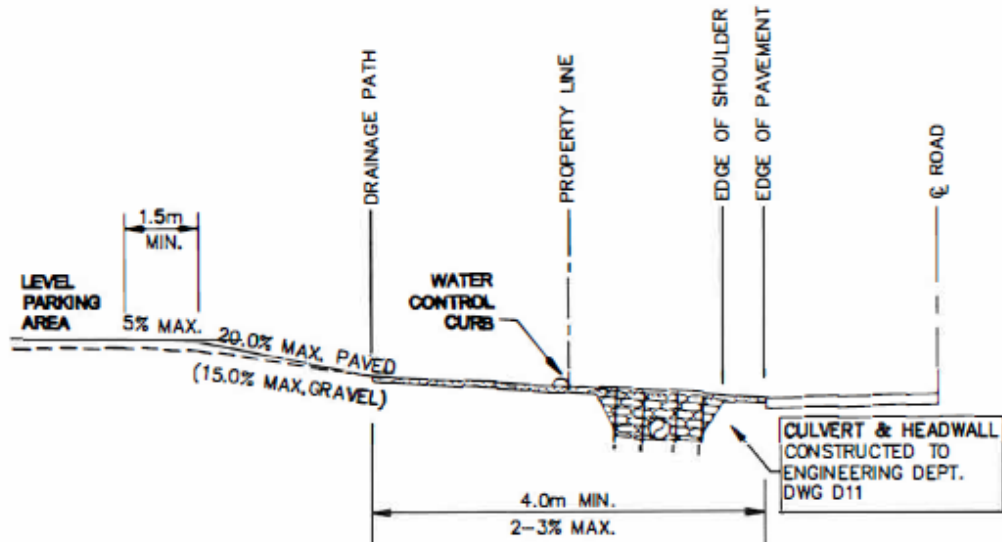
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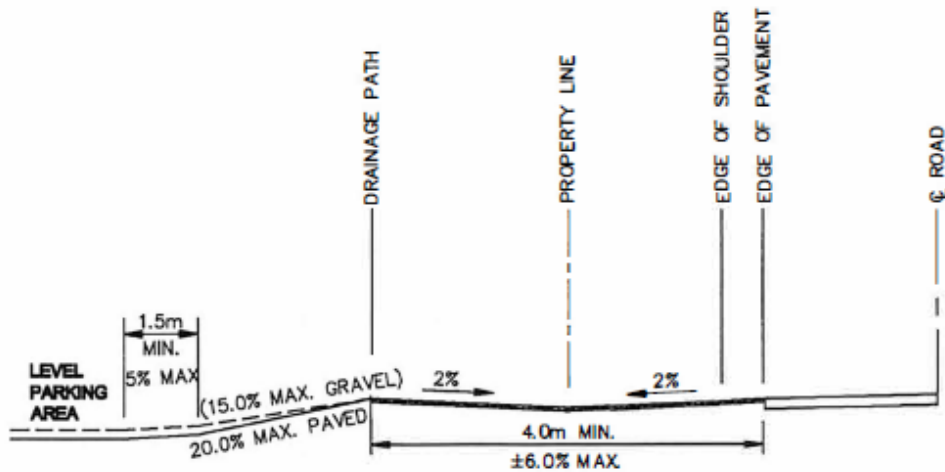
APPROVED:

FILE NO: 3900-02-14552/BUI

BD-04



**TYPICAL DRIVEWAY ACCESS CROSS SECTION
RURAL ROAD - DETAIL A**



**TYPICAL DRIVEWAY ACCESS CROSS SECTION
RURAL ROAD - DETAIL B**

REFER TO SPECIFICATIONS FOR FURTHER DETAILS

**TYPICAL DRIVEWAY
ACCESS CROSS SECTIONS
FOR RURAL ROADS**



CITY OF COLWOOD
BUILDING INSPECTION DEPARTMENT

DATE: MAY 2008

SCALE: NTS

DWG.NO.

APPROVED: FP

FILE NO: 3900-02-14552/BUI

BD-05

