

# Building Bylaw No. 2021-006

Consolidated to June 4, 2025



---

This is a consolidated copy for convenience only and is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject

---

# Bylaws Included in Consolidation

| <b>Bylaw No.</b> | <b>Citation</b>                                              | <b>Adopted</b> |
|------------------|--------------------------------------------------------------|----------------|
| 2021-006         | Building Bylaw No. 2021-006                                  | June 22, 2021  |
| 2023-008         | Building Bylaw No. 2021-006, Amendment<br>Bylaw No. 2023-008 | June 20, 2023  |
| 2025-025         | Building Bylaw 2021-006, Amending Bylaw No.<br>2025-025      | June 3, 2025   |

# Contents

- 1.0 Title..... 2
  - 1.1. Title ..... 2
- 2.0 INTERPRETATION & SCOPE ..... 3
  - 2.1. Purpose of Bylaw ..... 3
  - 2.2. Interpretation ..... 3
  - 2.3. Definitions ..... 4
  - 2.4. Severability ..... 7
- 3.0 APPLICATION AND EXEMPTIONS ..... 8
  - 3.1. Application ..... 8
  - 3.2. Limited Application to Existing Buildings ..... 8
- 4.0 PROHIBITIONS..... 10
  - 4.1. Prohibitions..... 10
- 5.0 PERMIT CONDITIONS ..... 12
  - 5.1. Permit Conditions ..... 12
- 6.0 POWER OF A BUILDING OFFICIAL..... 13
  - 6.1. Administration ..... 13
  - 6.2. Refusal and Revocation of Permits ..... 13
  - 6.3. Right of Entry..... 13
  - 6.4. Powers..... 13
- 7.0 OWNER’S RESPONSIBILITIES ..... 15
  - 7.1. Permit Requirements ..... 15
  - 7.2. Owner’s Obligations ..... 15
  - 7.3. Damage to Municipal Works ..... 16
  - 7.4. Demolition..... 16
  - 7.5. Notice..... 17
- 8.0 OBLIGATIONS OF OWNER’S CONTRACTOR ..... 19

|        |                                                          |    |
|--------|----------------------------------------------------------|----|
| 8.1.   | Obligations.....                                         | 19 |
| 9.0    | REGISTERED PROFESSIONAL'S RESPONSIBILITIES .....         | 20 |
| 9.1.   | Professional Design and Field Review .....               | 20 |
| 9.2.   | Requirement for a Registered Professional .....          | 20 |
| 9.3.   | Professional Plan Certification .....                    | 21 |
| 10.0   | BUILDING APPLICATION REQUIREMENTS .....                  | 23 |
| 10.1.  | Requirements Before Applying for a Building Permit ..... | 23 |
| 10.2.  | Building Permit Applications for Complex Buildings.....  | 24 |
| 10.3.  | Building Permit Applications for Simple Buildings.....   | 28 |
| 10.4.  | Site and Location Information .....                      | 31 |
| 10.5.  | Building Permit Fees & Charges .....                     | 31 |
| 10.6.  | Security Deposit with Building Permit Application .....  | 32 |
| 10.7.  | Permit Fee Refunds.....                                  | 34 |
| 10.8.  | Design Modification.....                                 | 34 |
| 10.9.  | Construction Before Permit Issued .....                  | 34 |
| 10.10. | Expiration of Application for a Permit .....             | 34 |
| 10.11. | Issuance of a Building Permit.....                       | 35 |
| 10.12. | Compliance with the Homeowner Protection Act.....        | 35 |
| 10.13. | Partial Construction .....                               | 36 |
| 10.14. | Conditions of Building Permit.....                       | 36 |
| 10.15. | Inspections.....                                         | 36 |
| 10.16. | Stop Work Order .....                                    | 39 |
| 10.17. | Do not Occupy Notice.....                                | 40 |
| 10.18. | Inspection and Other Fees .....                          | 40 |
| 10.19. | Permit Expiration .....                                  | 40 |
| 10.20. | Permit Extension .....                                   | 41 |
| 10.21. | Building Permit Revocation .....                         | 41 |

|        |                                                      |    |
|--------|------------------------------------------------------|----|
| 10.22. | Building Permit Cancellation .....                   | 41 |
| 10.23. | Occupancy .....                                      | 42 |
| 10.24. | Sanitary Facilities .....                            | 43 |
| 10.25. | Energy Conservation and GHG Emission Reduction ..... | 44 |
| 11.0   | RETAINING WALLS AND GRADES .....                     | 45 |
| 11.1.  | Retaining Walls.....                                 | 45 |
| 12.0   | BUILDING MOVE.....                                   | 46 |
| 12.1.  | Building Move .....                                  | 46 |
| 13.0   | NUMBERING OF BUILDINGS.....                          | 47 |
| 13.1.  | Building Numbering.....                              | 47 |
| 14.0   | POOLS .....                                          | 48 |
| 14.1.  | Swimming Pool Permit and Fencing.....                | 48 |
| 14.2.  | Pool Gate.....                                       | 48 |
| 14.3.  | Spa or Hot Tub Lid.....                              | 48 |
| 14.4.  | Maintenance .....                                    | 48 |
| 14.5.  | Leaks or Other Failures.....                         | 48 |
| 15.0   | OFFENCES .....                                       | 50 |
| 15.1.  | Violations.....                                      | 50 |
| 15.2.  | Deemed Offence .....                                 | 50 |
| 15.3.  | Ticketing .....                                      | 51 |
| 16.0   | TRANSITION .....                                     | 52 |
| 16.1.  | Repeal.....                                          | 52 |
| 17.0   | IN FORCE .....                                       | 52 |
| 17.1.  | Date the Bylaw is in Force .....                     | 52 |

# Building Bylaw No. 2021-006

---

*A Bylaw for the Administration of the British Columbia Building Code and Regulation of Construction.*

---

WHEREAS Council may by bylaw regulate, prohibit and impose requirements in respect to buildings and structures under section 8(3)(g) and (1) of the Community Charter for the following under section 53(2):

- a) The provision of access to a building or other structure, or to a part of a building or other structure, for a person with disabilities;
- b) The conservation of energy or water;
- c) The reduction of greenhouse gas emissions;
- d) The health, safety or protection of persons or property;
- e) The adherence to the British Columbia Energy Step Code

AND WHEREAS Council is enacting this bylaw to regulate construction and administer the British Columbia Building Code in Lillooet in accordance with the Community Charter and the Building Act;

AND WHEREAS Council has employed trained building officials for the purposes of this bylaw;

NOW THEREFORE the District of Lillooet Council in open meeting assembled HEREBY ENACTS AS FOLLOWS:

# 1.0 Title

## 1.1. Title

- 1.1.1. This bylaw may be cited as the "District of Lillooet Building Bylaw 2021-006"

## 2.0 INTERPRETATION & SCOPE

### 2.1. Purpose of Bylaw

- 2.1.1. Every permit issued under this bylaw is issued expressly subject to the provisions of this Part.
- 2.1.2. This bylaw is enacted to regulate, prohibit, and impose requirements in regard to construction in the District in the public interest.
- 2.1.3. The purpose of this bylaw does not extend to:
  - 2.1.3.1. The protection of owners, designers, or constructors from economic loss;
  - 2.1.3.2. The assumption by the District or any building official of any responsibility for ensuring the compliance by any owner, their representatives, or any employees, constructors, or designers retained by the owner, with the building code, the requirements of this bylaw, or other applicable enactments, codes or standards;
  - 2.1.3.3. Providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under this bylaw;
  - 2.1.3.4. Providing any person a warranty or assurance that construction undertaken under building permits issued by the District is free from latent, or any defects; or
  - 2.1.3.5. The protection of adjacent real property from incidental damage or nuisance.

### 2.2. Interpretation

- 2.2.1. Despite any other provision in this bylaw, this bylaw must be interpreted in accordance with this Part.
- 2.2.2. A reference in this bylaw to any enactment of British Columbia is a reference to the enactment as amended, revised, consolidated, or replaced from time to time.
- 2.2.3. Every reference to:
  - 2.2.3.1. The building code is a reference to the current edition as of the date of issuance of the building permit; and

- 2.2.3.2. A section of the building code is a reference to the applicable successor sections, as the code or section may be amended or re-enacted from time to time.
- 2.2.4. A reference in this bylaw to any bylaw of the District is a reference to the bylaw as amended, revised, consolidated, or replaced from time to time.
- 2.2.5. Every reference to this bylaw in this or another bylaw of the District is a reference to this bylaw as amended to the date of the reference.
- 2.2.6. In this bylaw the following words and terms have the meanings:
- 2.2.6.1. Set out in section 1.4.1.2 of the building code as of the date of the adoption of this bylaw: accessible assembly occupancy, building, building area, building height, business and personal service occupancy, care occupancy, constructor, coordinating registered professional, designer, detention occupancy, excavation, field review, firewall, first storey, grade, high hazard industrial occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, medium hazard industrial occupancy, mercantile occupancy, occupancy, post disaster occupancy, private sewage disposal system, registered professional, residential occupancy, treatment occupancy or unsafe condition;
- 2.2.6.2. Subject to this bylaw, set out in the Schedule of the Community Charter: assessed, value, highway, land, occupier, parcel, public authority, services, and soil; and
- 2.2.6.3. Subject to this bylaw, set out in section 29 of the Interpretation Act: may, must, obligation, person, property, writing, written, and year.
- 2.2.7. Definitions, words, and phrases used in this bylaw that are not included in the definitions of this Part have the meanings commonly assigned to them in the context in which they are used in this bylaw, considering the specialized use of terms with the various trades and professions to which the terminology applies.

## 2.3. Definitions

In this bylaw:

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

**"agent"** includes a firm, corporation, or other person representing the owner, by written designation or contact, and includes a hired trades person or constructor who may be granted a permit for work within the limitations their licence;

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

**"alteration"** means a change, repair, or modification of the construction or arrangement of or use of any building or structure, or to an occupancy regulated by this bylaw;

**"building code"** means the *British Columbia Building Code* as adopted by the Minister responsible under provincial legislation, as amended or re-enacted from time to time;

**"building official"** means a person designated by the Chief Administrative Officer to administer this bylaw, who is (a) a member of the Architectural Institute of British Columbia or the Association of Professional Engineers and Geoscientists of British Columbia; or (b) a member of the Building Officials' Association of British Columbia and who, has the qualifications described in Section 11 of the Building Act;

**"complex building"** means:

- .1 A building used for a major occupancy classified as:
  - .1 Assembly occupancy;
  - .2 Care occupancy;
  - .3 Detention occupancy;
  - .4 High hazard industrial occupancy;
  - .5 Treatment occupancy; or
  - .6 Post-disaster building,
- .2 A building exceeding 600 square metres in building area or exceeding three storeys in building height used for a major occupancy classified as:
  - .1 Residential occupancy;
  - .2 Business and personal services occupancy;
  - .3 Mercantile occupancy; or
  - .4 Medium and low hazard industrial occupancy;

**"coordinating registered professional means"** a registered professional retained pursuant to the building code to coordinate all design work and field reviews of the registered professionals required for a development;

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

**"constructor"** means a person who constructs;

**"Engineers and Geoscientists Act"** mean the *Engineers and Geoscientists Act RSBC 1996, c. 116*;

**"Energy Step Code"** means the British Columbia Energy Step Code as emended or replaced from time to time.

**"existing"** in respect of a building, means that portion of a building constructed prior to the submission of a permit application required under this bylaw;

**"foundation"** means a system or arrangement of foundation units through which the loads from a building are transferred directly to supporting soil or rock and includes any portion of the exterior walls of a building that lie below the finished grade immediately adjacent to the building;

**"GHG"** means greenhouse gas;

**"health and safety aspects of the work"** means design and construction regulated by Parts 3, 4, 5, 6, 7, 8, 9, and 10, Division B, of the building code; and subject to Parts 1 and 2 in relation to Parts 3 through 10, Division B;

**"owner"** means the registered owner in fee simple, or an agent duly authorized by the owner in writing in the form prescribed by the Chief Administrative Officer;

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

**"pool"** means a structure or constructed depression used or intended to be used for swimming, bathing, wading, or diving which is designed to contain water and has a depth, at any point, exceeding 0.6 metres, including an in-ground pool and hot tub;

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

**"project"** means any construction operation;

**"Provincial Governance Act"** means the *Provincial Governance Act SBC 2018, Chapter 47*

**"retaining wall"** means a structure exceeding 1.2 metres in height that holds or retains soil or other material behind it;

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

- .1 Residential occupancy;
- .2 Business and personal services occupancy;
- .3 Mercantile occupancy;
- .4 Medium hazard industrial occupancy; or
- .5 Low hazard industrial occupancy.

**"structure"** means a construction or portion of construction, of any kind, whether fixed to, supported by or sunk into land, or water, except landscaping, fences, paving, and retaining structures less than 1.2 metres in height;

**"temporary building"** means a construction office, or a structure in which tools are stored during construction of a building or other structure;

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

- .1 For construction of a building containing a residential occupancy that is served by only one stove, or two stoves if permitted as an auxiliary and secondary residential occupancy, the greater of:
  - .1 The declared value of the work; or
  - .2 The value pursuant to the District of Lillooet Fees & Charges Bylaw; or
- .2 For all other construction, the greater of:
  - .1 The declared value of the work; or
  - .2 If the declared value of the work is contested by the building official the value will be established using the Marshal & Swift Residential Cost Handbook or the RS Means Square Foot Costs Handbook.

## 2.4. Severability

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

## 3.0 APPLICATION AND EXEMPTIONS

### 3.1. Application

- 3.1.1. This bylaw applies to the geographical area of the District and to land, the surface of water, air space, buildings, or structures in the District.
- 3.1.2. This bylaw applies to the design, construction or occupancy of new buildings or structures, and the alteration, reconstruction, demolition, removal, relocation, or occupancy or change of use or occupancy of existing buildings or structures.
- 3.1.3. This bylaw does not apply to:
  - 3.1.3.1. Except as set out in Part 11.0 [Retaining Walls and Grades] of this bylaw, a fence;
  - 3.1.3.2. An accessory building with a floor area of less than 10 square metres, that does not pose or create a hazard;
  - 3.1.3.3. A trellis, an arbour, a wall supporting soil that is less than 1.22 metres in height, or other similar landscape structures on a parcel zoned for single-family residential occupancy uses under the District's zoning bylaw;
  - 3.1.3.4. A building or structure commonly known as "Canadian Standards Association Z240 MH series, Z241 series, or A277 series", except as regulated by the Building Code.

### 3.2. Limited Application to Existing Buildings

- 3.2.1. Except as provided in the building code or to the extent an existing building is under construction or does not have an occupancy permit, when an existing building has been constructed before the enactment of this bylaw, the enactment of this bylaw is not to be interpreted as requiring that the building must be reconstructed and altered, unless it is expressly provided by this or another bylaw, regulation, or statute.
- 3.2.2. This bylaw applies if the whole or any part of an existing building is moved either within or into the District, including relocation relative to parcel lines created by subdivision or consolidation. Part 12.0 applies to building moves.
- 3.2.3. If an alteration is made to an existing building the alteration must comply with this bylaw and the building code and the entire building must be made to comply with this bylaw and the building code, but only to the extent necessary to address any new infractions introduced in the remainder of the building as a result of the alteration.

- 3.2.4. If an alteration creates an addition to an existing building, the alteration or addition must comply with this bylaw and the building code and the entire building must be made to comply with this bylaw and the building code, but only to the extent necessary to address any new infractions introduced in the remainder of the building as a result of the alteration or addition.

## 4.0 PROHIBITIONS

### 4.1. Prohibitions

- 4.1.1. A person must not commence or continue any construction, alteration, excavation, reconstruction, demolition, removal, relocation, or change in the use or occupancy of any building or structure, including other work related to construction:
  - 4.1.1.1. Except in conformity with the requirements of the building code and this bylaw; and
  - 4.1.1.2. Unless a building official has issued a valid and subsisting permit for the work under this bylaw.
- 4.1.2. A person must not occupy or permit the occupancy of any building or structure or part of any building or structure
  - 4.1.2.1. Unless a subsisting final inspection notice has been issued by a building official for the building or structure or the part of the building or structure; or
  - 4.1.2.2. Contrary to the terms of any permit issued or any notice given by a building official.
- 4.1.3. A person must not knowingly submit false or misleading information to a building official in relation to any permit application or construction undertaken pursuant to this bylaw.
- 4.1.4. Except in accordance with this bylaw, including acceptance of revised plans or supporting documents, a person must not erase, alter, or modify plans and supporting documents after the same have been reviewed by the building official, or plans and supporting documents which have been filed for reference with the building official after a permit has been issued.
- 4.1.5. A person must not, unless authorized in writing by a building official, reverse, alter, deface, cover, remove, or in any way tamper with any notice, permit, or certificate posted or affixed to a building or structure pursuant to this bylaw.
- 4.1.6. A person must not do any work that is substantially at variance with the accepted design or plans of a building, structure, or other works for which a permit has been issued, unless that variance has been authorized in writing by a building official.
- 4.1.7. A person must not interfere with or obstruct the entry of a building official or other authorized official of the District on property in the administration of this bylaw.

- 4.1.8. A person must not construct on a parcel unless the civic address is conspicuously posted on the front of the premises or on a signpost so that it may be easily read from the public highway from which it takes its address.
- 4.1.9. A person must not contravene an administrative requirement of a building official made under section 6.4 or any other provision of this bylaw.
- 4.1.10. A person must not change the use, occupancy, or both of a building or structure or a part of a building or structure without first applying for and obtaining a building permit under this bylaw.

## 5.0 PERMIT CONDITIONS

### 5.1. Permit Conditions

- 5.1.1. A permit is required if work regulated under this bylaw is to be undertaken.
- 5.1.2. Neither the issuance of a permit under this bylaw, nor the acceptance or review of plans, drawings, specifications, or supporting documents, nor any inspections made by or on behalf of the District will in any way:
  - 5.1.2.1. Relieve the owner (and if the owner is acting through an agent, the agent of the owner) from full and sole responsibility to perform the work in respect of which the permit was issued in strict compliance with this bylaw, the building code, and all other applicable codes, standards, and enactments;
  - 5.1.2.2. Constitute a representation, warranty, assurance, or statement that the building code, this bylaw, or any other applicable enactments respecting safety, protection, land use, and zoning have been complied with; or
  - 5.1.2.3. Constitute a representation or warranty that the building or structure meets any standard of materials or workmanship.
- 5.1.3. No person shall rely on any permit as establishing compliance with this bylaw or assume or conclude that this bylaw has been administered or enforced according to its terms.
- 5.1.4. Without limiting section 5.1.2.1, it is the full and sole responsibility of the owner (and if the owner is acting through an agent, the agent of the owner) to carry out the work in respect of which the permit was issued in compliance with the building code, this bylaw and all other applicable codes, standards, and enactments.

## 6.0 POWER OF A BUILDING OFFICIAL

### 6.1. Administration

- 6.1.1. Words defining the authority of a building official are to be construed as internal administrative powers and not as creating a duty.
- 6.1.2. A building official may:
  - 6.1.2.1. Administer this bylaw, but owes no public duty to enforce or administer this bylaw;
  - 6.1.2.2. Keep records of applications received, permits, notices, and orders issued, inspections and tests made, and may retain copies of all papers and documents connected with the administration of this bylaw;
  - 6.1.2.3. Establish or require an owner to establish whether a method or type of construction or material use in the construction of a building or structure complies with the requirements and provisions of this bylaw and the building code; and
  - 6.1.2.4. Direct that tests of materials, equipment, devices, construction methods, structural assemblies or foundations be carried out, or that sufficient evidence or proof be submitted by the owner, at the owner's sole expense, where such evidence or proof is necessary to determine whether the material, equipment, device, construction, or foundation condition complies with this bylaw and the building code.

### 6.2. Refusal and Revocation of Permits

- 6.2.1. A building official may refuse to issue a permit if the proposed work will contravene the requirements of the building code or the provisions of this or any other bylaw of the District, and must state the reason in writing.
- 6.2.2. A building official may revoke a permit if, in their opinion, the results of tests on materials, devices, construction methods, structural assemblies, or foundation conditions contravene the building code or the provisions of this bylaw, or both, or if all permits required under this bylaw have not been obtained.

### 6.3. Right of Entry

- 6.3.1. Subject to Section 16 of the Community Charter, a building official may enter on property at any time to ascertain whether the requirements of this bylaw are being met.

### 6.4. Powers

- 6.4.1. Subject to applicable enactments, a building official may by notice in writing require:
- 6.4.1.1. A person who contravenes any provision of this bylaw to comply with that provision within the time ordered;
  - 6.4.1.2. An owner to stop work on a building or structure, or any part of a building or structure, if the work is proceeding in contravention of this bylaw, the building code, or any other enactment of the District or other applicable enactments, or if there is deemed to be an unsafe condition, and may enter on property to affix or post a stop work order in the form prescribed by the building official;
  - 6.4.1.3. An owner to remove or prevent any unauthorized encroachment on a public parcel, a statutory right-of-way, or easement, or a setback or yard required under an enactment;
  - 6.4.1.4. An owner to remove any building or structure, or any part of a building or structure, constructed in contravention of the provisions of this bylaw;
  - 6.4.1.5. An owner to have work inspected by a building official prior to covering;
  - 6.4.1.6. An owner to uncover any work that has been covered without inspection contrary to this bylaw or an order issued by a building official;
  - 6.4.1.7. A person to cease any occupancy in contravention of a provision of this bylaw;
  - 6.4.1.8. A person to cease any occupancy if any unsafe condition exists because of work being undertaken but not complete and where the building official has not issued a final inspection notice for the work;
  - 6.4.1.9. An owner to correct any unsafe condition; and
  - 6.4.1.10. An owner to correct any work that contravenes this bylaw, the building code, or any other applicable enactment.
- 6.4.2. Every reference to "owner" in section 6.4.1 includes a reference to the owner's agent or constructor.
- 6.4.3. Every person served with a notice under this Part must comply with that notice:
- 6.4.3.1. Within the time ordered, or
  - 6.4.3.2. If no time is ordered, immediately.

## 7.0 OWNER'S RESPONSIBILITIES

### 7.1. Permit Requirements

- 7.1.1. Subject to Part 10.0 of this bylaw, every owner must apply for and obtain a permit, prior to:
  - 7.1.1.1. Constructing, repairing, or altering a building or structure, including a pool or retaining wall;
  - 7.1.1.2. Moving a building or structure into or within the District;
  - 7.1.1.3. Demolishing a building or structure;
  - 7.1.1.4. Occupying a new building or structure;
  - 7.1.1.5. Constructing a masonry fireplace or installing a solid fuel burning appliance or chimney, whether attached to, part of, or detached from a building.
  - 7.1.1.6. Changing the use or occupancy of a building, unless the works are the subject of another valid and subsisting building permit.
- 7.1.2. Every owner must ensure that plans submitted with a permit application bear the name, phone number, address, and email address of the designer of the building or structure.

### 7.2. Owner's Obligations

- 7.2.1. Every owner must
  - 7.2.1.1. Comply with the building code, the requirements of this bylaw, a Provincial or Federal enactment, and the conditions of a permit, and must not omit any work required by the building code, this bylaw, or the conditions of a permit;
  - 7.2.1.2. Ensure that all permits, all plans and specifications, and supporting documents on which a permit was based, all municipal inspection certificates, and all professional field reviews are available at the site of the work for inspection during working hours by the building official, and that all permits are posted conspicuously on the site during the entire execution of the work; and
  - 7.2.1.3. Prior to the issuance of a building permit, execute and submit to the District an owner's undertaking in the form prescribed by the building official, where required by the Chief Administrative Officer.

- 7.2.2. Every owner and every owner's agent must carry out construction or have the construction carried out in accordance with the requirements of the building code, this bylaw, other applicable bylaws of the District, and any other applicable enactment.
  - 7.2.2.1. The issuance of a permit under this bylaw, the review of plans and supporting documents, or inspection made by a building official or a registered professional shall not relieve the owner, or their agent, from full and sole responsibility to perform the work in strict accordance with this bylaw, the building code, and all other applicable codes, standards, and enactments.
- 7.2.3. Every owner must allow a building official to enter any building or premises at any reasonable time to administer and enforce this bylaw.
- 7.2.4. Every owner to whom a permit is issued must, during construction:
  - 7.2.4.1. Post the civic address on the property so that it may be easily read from the public highway from which the property takes its address; and
  - 7.2.4.2. Post the permit on the property so that it may be easily read from the public highway from which the property takes its address.
  - 7.2.4.3. Every owner, owner's agent, and/or owner's constructor must immediately stop work if an Archaeological value was discovered.

### 7.3. Damage to Municipal Works

- 7.3.1. Every owner to whom a permit is issued is responsible for the cost to repair any damage to municipal works or land that occurs during and arises directly or indirectly from the work authorized by the permit.
- 7.3.2. In addition to payment of a security deposit under section 10.6, every owner must pay to the District, within 30 days of receiving an invoice for the same from the District, the cost to repair any damage to public property or works located on public property arising directly or indirectly from work for which a permit was issued.

### 7.4. Demolition

- 7.4.1. Prior to obtaining a permit to demolish a building or structure, the owner must:
  - 7.4.1.1. Provide to the District a vacancy date;
  - 7.4.1.2. Pay capping and inspection chamber installation fees as set out in the District's bylaws governing waterworks, sewer, and Fees & Charges bylaws; and

- 7.4.1.3. Ensure that all municipal services and other services are capped and terminated at the property line in a District standard inspection chamber and valve arrangement.
- 7.4.2. Every owner must ensure that, on completion of all demolition procedures, all debris and fill are cleared and the site is levelled or graded, or made safe if levelling and grading are not possible.
- 7.4.3. If the structure to be demolished was constructed prior to 1990 and/or if any hazardous materials are suspected:
  - 7.4.3.1. The Owner must undertake a hazardous materials abatement report; and
  - 7.4.3.2. The Owner must supply to the building official documentation of the removal and safe disposal of the hazardous material(s).

## 7.5. Notice

- 7.5.1. Every owner must, at least 48 hours prior to commencing work at a building site, give written or online notice to a building official of the date on which the owner intends to begin such work.
- 7.5.2. Every owner must give written or online notice to a building official of any change in or termination of engagement of a registered professional, including a coordinating registered professional, during construction, within 24 hours of when the change or termination occurs.
- 7.5.3. If an owner or a registered professional terminates the engagement of a registered professional, including a coordinating registered professional, the owner must terminate all work under a building permit until the owner has engaged a new registered professional, including a coordinating registered professional, and has delivered to a building official new letters of assurance.
- 7.5.4. Without limiting section 10.15 to 10.18 every owner must give a least 48 hours online or writing notice to a building official:
  - 7.5.4.1. Of intent to do work that is required or ordered to be corrected during construction;
  - 7.5.4.2. Of intent to cover work that is required under this bylaw to be, or has been ordered to be, inspected prior to covering; and
  - 7.5.4.3. When work has been completed so that a final inspection can be made.
- 7.5.5. Every owner must give notice in writing to a building official and pay the non-refundable fee set out in the District's Fees & Charges Bylaw, immediately upon

any change in ownership or change in the address of the Owner which occurs prior to the issuance of an occupancy permit.

- 7.5.6. Every owner must give such other notice to a building official as may be required by the building official or by a provision of this bylaw.
- 7.5.7. Every Owner, Owner's agent, and/or Owner's constructor must immediately inform the building official if an Archaeological value is discovered; and stop work.

## 8.0 OBLIGATIONS OF OWNER'S CONTRACTOR

### 8.1. Obligations

- 8.1.1. Every constructor must ensure that all construction is done in compliance with all requirements of the building code, this bylaw and all other applicable, codes, standards, and enactments.
- 8.1.2. Every constructor must ensure that no excavation or other work is undertaken on public property, and that no public is disturbed, no building or structure erected, and no materials stored thereon, in whole or in part, without first having obtained approval in writing from the appropriate authority over such public property.
- 8.1.3. For the purposes of the administration and enforcement of this bylaw, every constructor is responsible jointly and severally with the owner for all work undertaken.

## 9.0 REGISTERED PROFESSIONAL'S RESPONSIBILITIES

### 9.1. Professional Design and Field Review

- 9.1.1. The provision by the owner to the District of letters of assurance in accordance with the requirements of the building code shall occur prior to:
  - 9.1.1.1. The pre-occupancy site review coordinated by the coordinating registered professional or other registered professional for a complex building, or
  - 9.1.1.2. A final inspection for a simple building in circumstances where letters of assurance have been required in accordance with the requirements of the building code, in which case the owner must provide the District with letters of assurance in the form of Schedules C-A or C-B, as appropriate, referred to in subsection 2.2.7, Division C, of the building code.
- 9.1.2. If a registered professional provides letters of assurance in accordance with the building code, they must also provide proof of professional liability insurance of a permit application.

### 9.2. Requirement for a Registered Professional

- 9.2.1. The owner must retain a registered professional to provide a professional design and plan certification and letters of assurance in the form of Schedules A, B, C-A, and C-b referred to in subsection 2.2.7, Division C, of the building code, in respect of a permit application.
  - 9.2.1.1. Prior to the pre-occupancy site review coordinated by the coordinating registered professional or other registered professional for a complex building, or
  - 9.2.1.2. Prior to a final inspection for a simple building in circumstances where letters of assurance have been required in accordance with the requirements of the building code, in which case the owner must provide the District with letters of assurance in the form of Schedules C-A or C-B, as appropriate, referred to in subsection 2.2.7, Division C, of the building code;
  - 9.2.1.3. Foundations and excavation components of new simple buildings and additions greater than 55 square metres to simple buildings in accordance with the building code;
    - 9.2.1.3.1. Section 9.2.1.3 does not apply to garages, carports, and garden structures.

- 9.2.1.4. A building that is designed with common egress systems for the occupants and required the use of firewalls in accordance with the building code;
- 9.2.1.5. Prior to alterations to a building, or to a structural component of a building describe in section 9.2.1.2;
- 9.2.1.6. For a building in respect of which the building official determines that site conditions, size or complexity so warrant in the interests of safety of persons or protection of property under the building code; and
- 9.2.1.7. If the building envelope components of the building fall under Division B part 3 of the building code, the building contains more than two dwellings, or if the building envelopes do not comply with the prescriptive requirements of Division B Part 9 of the building code; and
- 9.2.1.8. For a parcel of land on which a building or structure is proposed if the building official believes the parcel is or is likely to be subject to flooding, mud flows, debris flows, debris torrents, erosion, land slip, rock falls, subsidence, or avalanche, and the requirement for a professional design is in addition to a requirement under Division 9 Part 3 of the Community Charter:
  - 9.2.1.8.1. 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
  - 9.2.1.8.2. That the plans submitted with the application comply with the relevant provision of the building code and the applicable bylaws of the District.
- 9.2.2. The building official may require any registered professional carrying out the professional design and field review required under 9.2.1 to provide evidence that they have experience and expertise in respect of the professional design and field review of the context and scope required.

### 9.3. Professional Plan Certification

- 9.3.1. The letters of assurance in the form of Schedules A and B as referred to in subsection 2.2.7, Division C, of the building code referred to in sections 9.1 and 9.2 are relied upon by the District and its building officials as certification that the design and plans to which the letters of assurance refer comply with the building code, this bylaw and other applicable enactments.
- 9.3.2. Letters of assurance must be in the form of Schedules A and B referred to in subsection 2.2.7, Division C, of the building code.

- 9.3.3. For a building permit issued for the construction of a complex building, the building official shall provide the owner with a notice that the building permit is issued in reliance on the certification of the registered professional that the professional design and plans submitted in support of the application for the building permit comply with the building code and other applicable enactments.
  - 9.3.3.1. Any failure on the part of the building official to provide the owner with the notice will not diminish or invalidate the reliance by the District or its building officials on the registered professional.
- 9.3.4. If a building permit is issued for a construction of a complex building, the permit fee is reduced by 5% of the fees payable in accordance with the District's Fees & Charges Bylaw, up to a maximum reduction of \$500.00 (five hundred dollars).

## 10.0 BUILDING APPLICATION REQUIREMENTS

### 10.1. Requirements Before Applying for a Building Permit

- 10.1.1. Prior to issuance of a building permit, the owner must satisfy the following requirements or conditions:
- 10.1.2. The owner must apply for and obtain a development permit if the building or structure is in an area designated by the District's Official Community Plan as a development permit area;
- 10.1.3. The owner must ensure that the proposed building or structure complies with all bylaw of the District, except to the extent a variance of a bylaw is authorized by a development permit, development variance permit, or order of the Board of Variance;
  - 10.1.3.1. The owner must request the District review the Provincial Remote Access to Archaeological Data (RAAD) database and receive a letter, from the District, indication if an archaeological assessment is required due to proximity to a registered archaeological site:
    - 10.1.3.1.1. A letter from the District indicating that the project is not within proximity of a registered archaeological site, as shown on the RAAD database:
      - 10.1.3.1.1.1. Does not absolve the owner, the owner's agent, and the owner's constructor from reporting any non-registered archaeological values discovered during the project to the BC Archaeology Branch;
      - 10.1.3.1.1.2. Is not a declaration that the project is not an Archaeological site.
- 10.1.4. An approving officer must have approved the subdivision plan that, once registered, would create the parcel on which the proposed building or structure will be constructed, and the subdivision plan must have been registered at the Land Title Office;
- 10.1.5. The owner must provide evidence to the building official showing that the person applying for the building permit is either the owner of the parcel that is subject of the proposed building permit, or is the agent of the owner, in which case, the agent must provide the name and contact information of the owner;
- 10.1.6. If the parcel that is the subject of the building permit application is not capable of being connected to the District's sewage disposal system, the owner must supply to the District proof of professional design and certification from a

registered onsite wastewater practitioner, along with approval from the applicable public health authority for an alternate private sewage disposal system;

- 10.1.7. If the parcel that is the subject of the building permit application is not intended to be connected to the District's waterwork system, the owner must apply for and obtain approval from the District and other applicable public authorities for an alternate water supply system;
- 10.1.8. If the parcel that is the subject of the building permit application is not intended to be connected to the District's storm water drainage system, the owner must apply for and obtain approval from the District and other applicable public authorities for the alternate storm water drainage and detention system; and
- 10.1.9. If all on site and off site works and services required by any District bylaws or other enactment have not been completed in accordance with the enactments, the owner must enter into a completion agreement with the District and deliver to the District letters of credit or cash security for completion for the works and services.

## 10.2. Building Permit Applications for Complex Buildings

- 10.2.1. An application for a building permit with respect to a complex building must:
  - 10.2.1.1. Be made in the form as prescribed by the Chief Administrative Officer, and signed by the owner, or a signing officer if the owner is a corporation;
  - 10.2.1.2. Be accompanied by the owner's acknowledgement of responsibility and undertaking made in the form as prescribed by the Chief Administrative Officer, and signed by the owner, or a signing officer if the owner is a corporation;
  - 10.2.1.3. Include a copy of a title search for the relevant property made within 30 days of the date of the permit application;
  - 10.2.1.4. Include a copy of all Covenants, Easements, Rights-of-way, and any other non financials charges against the land, registered on title;
  - 10.2.1.5. Include a building code compliance summary including the applicable edition of the building code, such as without limitation whether the building is designed under Part 3 or Part 9 of the building code, major occupancy classification(s) of the building, building area, and building height, number of streets the building faces, and accessible entrances, work areas, washrooms, firewalls, and facilities;

- 10.2.1.6. Include a copy of a survey plan prepared by a British Columbia Land Surveyor;
- 10.2.1.7. Include a copy of the archaeology search letter issued by the District as stated in section 10.1.1.3 of this bylaw;
- 10.2.1.8. Include a site plan prepared by a registered professional showing, but no limited to, the following:
  - 10.2.1.8.1. The bearing and dimensions of the parcel taken from the registered subdivision plan;
  - 10.2.1.8.2. The legal description and civic address of the parcel;
  - 10.2.1.8.3. The Parcel Identifier;
  - 10.2.1.8.4. The location and dimensions of existing and proposed buildings or structures on the parcel;
  - 10.2.1.8.5. The location of adjacent highways and lanes appropriately labeled;
  - 10.2.1.8.6. The location and dimensions of existing and proposed buildings or structures on the parcel;
  - 10.2.1.8.7. Setbacks to the natural boundary of any lake, swamp, pond, or watercourse;
  - 10.2.1.8.8. North arrow;
  - 10.2.1.8.9. If applicable, the location of an approved existing or proposed private or other alternative sewage disposal system, water supply system, or storm water drainage system;
  - 10.2.1.8.10. Zoning compliance summary;
  - 10.2.1.8.11. The location, dimensions, and gradient of parking and parking access;
  - 10.2.1.8.12. Proposed an existing setbacks to property lines;
  - 10.2.1.8.13. Natural and finished grade at building corners and significant breaks in the building plan, and proposed grade around the building faces in order to ascertain foundation height;
  - 10.2.1.8.14. First storey floor elevation;
  - 10.2.1.8.15. Location, setbacks, and elevations of all retaining walls, steps, stairs, decks, ramps, and the like;
  - 10.2.1.8.16. Line of upper floors;

- 10.2.1.8.17. Location and elevation of curbs, sidewalks, manholes, and service poles;
- 10.2.1.8.18. Location of existing and proposed service connections;
- 10.2.1.8.19. Location of top of banks and water courses;
- 10.2.1.8.20. Access routes for firefighting;
- 10.2.1.8.21. Accessible paths of travel from the street to the building;
- 10.2.1.8.22. Geodetic elevation of the underside of a wood floor system or the top of a finished concrete slab of a building or structure where the District's land use regulations or provincial flood mapping regulations establish siting requirements related to minimum floor elevation.
- 10.2.1.9. Notwithstanding section 10.2.1.8, the building official may waive, in whole or in part, the requirements for a site plan, if the permit is sought for the repair or alteration of an existing building or structure where no change in siting occurs.
- 10.2.1.10. Include floor plans showing the dimensions and uses and occupancy classifications of all areas, including:
  - 10.2.1.10.1. The dimensions and height of crawl and roof spaces;
  - 10.2.1.10.2. The location, size, and swing of doors;
  - 10.2.1.10.3. The location, size, and opening of windows;
  - 10.2.1.10.4. Floor, wall, and ceiling finishes;
  - 10.2.1.10.5. Fire separations;
  - 10.2.1.10.6. Plumbing fixtures;
  - 10.2.1.10.7. Structural elements; and
  - 10.2.1.10.8. Stair dimensions.
- 10.2.1.11. Include a cross-section through the building or structure in sufficient detail and locations to illustrate foundations, drainage, ceiling heights, and construction systems;
- 10.2.1.12. Include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building conforms to the building code;

- 10.2.1.13. Include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building conforms to the building code;
- 10.2.1.14. Include all other requirements of 2.2.1, 2.2.3, 2.2.4, 2.2.5, 2.2.6, and 2.2.9, Division C, of the building code;
- 10.2.1.15. Include copies of approvals required under any enactment relating to health or safety, including without limitation, sewage disposal permits, highway access permits and ministry of health/health authority approvals.
- 10.2.1.16. Include a letter of assurance in the form of Schedule A referred to in subsection 2.2.7, Division C, of the building code, signed by the owner, or a signing officer if the owner is a corporation, and the coordinating registered professional;
- 10.2.1.17. Include letters of assurance in the form of Schedule B referred to in subsection 2.2.7, Division C, of the building code, each signed by such registered professionals as the building official or building code may require to prepare the design for and conduct field reviews of the construction of the building;
- 10.2.1.18. Include two sets of drawings at a suitable scale in the design prepared by each registered professional containing the information set out in sections 10.2.1.8 through 10.2.1.13 of this bylaw; and
- 10.2.1.19. Include illustration of any slopes on the subject parcel that exceed 30%.
- 10.2.2. In addition to the requirements of section 10.2.1 of this bylaw, a building official may require the following to be submitted with a permit application for the construction of a complex building if the complexity of the proposed building or structure or siting circumstances warrant:
  - 10.2.2.1. Site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a registered professional, in accordance with the District's subdivision and development servicing bylaw;
  - 10.2.2.2. A section through the site showing grades, buildings, structures, parking areas, and driveways; and
  - 10.2.2.3. Any other information required by the building official or the building code to establish substantial compliance with this bylaw, the building code, and other bylaws and enactments relating to the building or structure.

## 10.3. Building Permit Applications for Simple Buildings

10.3.1. An application for a building permit with respect to a simple building must:

- 10.3.1.1. Be made in the form as prescribed by the Chief Administrative Officer and signed by the owner, or a signing officer if the owner is a corporation;
- 10.3.1.2. Be accompanied by the owner's acknowledgement of responsibility and undertaking made in the form as prescribed by the Chief Administrative Officer and signed by the owner, or a signing officer if the owner is a corporation;
- 10.3.1.3. Include a copy of a title search for the relevant property made within 30 days of the date of the permit application;
- 10.3.1.4. Include a copy of all Covenants, Easements, Rights-of-way, and any other encumbrances or charges against the land, registered on title;
- 10.3.1.5. Include a copy of a survey plan prepared by a British Columbia Land Surveyor except that the building official may waive the requirement for a survey plan, in whole in part, where conditions warrant;
- 10.3.1.6. Include a copy of the archaeology search letter issued by the District as stated in section 10.1.1.3 of this bylaw;
- 10.3.1.7. Include a site plan showing, but not limited to , the following:
  - 10.3.1.7.1. The bearing and dimensions of the parcel taken from the registered subdivision plan;
  - 10.3.1.7.2. The legal description and civic address of the parcel;
  - 10.3.1.7.3. The Parcel Identifier;
  - 10.3.1.7.4. The location and dimensions of existing and proposed statutory rights-of-way, easements, and setback requirements;
  - 10.3.1.7.5. The location of adjacent highways and lanes appropriately labeled;
  - 10.3.1.7.6. The location and dimensions of existing and proposed buildings or structures on the parcel;
  - 10.3.1.7.7. Setbacks to the natural boundary of any lake, swamp, pond, or watercourse;
  - 10.3.1.7.8. North arrow;

- 10.3.1.7.9. If applicable, the location of an approved existing or proposed private or other alternative sewage disposal system, water supply system, or storm water drainage system;
- 10.3.1.7.10. Zoning compliance summary;
- 10.3.1.7.11. The location, dimensions, and gradient of parking and parking access;
- 10.3.1.7.12. Proposed and existing setbacks to property lines;
- 10.3.1.7.13. Natural and finished grade at building corners and datum determination points;
- 10.3.1.7.14. First storey floor elevation;
- 10.3.1.7.15. Location, setbacks, and elevations of all retaining walls, steps, stairs, decks, ramps, and the like;
- 10.3.1.7.16. Line of upper floors;
- 10.3.1.7.17. Location and elevation of curbs, sidewalks, manholes, and service poles;
- 10.3.1.7.18. Location of existing and proposed service connections;
- 10.3.1.7.19. Location of top of bank and water courses;
- 10.3.1.7.20. Access routes for fire fighting;
- 10.3.1.7.21. Accessible paths of travel from the street to the building;
- 10.3.1.7.22. Geodetic elevation of the underside of a wood floor system or the top of a finished concrete slab of a building or structure where the District's land use regulation
- 10.3.1.8. Notwithstanding section 10.3.1.1, the building official may waive, in whole or in part, the requirements for a site plan, if the permit is sought for the repair or alteration of an existing building or structure where no change in siting occurs.
- 10.3.1.9. Include floor plans showing the dimensions and uses of all areas, including:
  - 10.3.1.9.1. The dimensions and height of crawl and roof spaces;
  - 10.3.1.9.2. The location, size, and swing of doors;
  - 10.3.1.9.3. The location, size, and opening of windows;
  - 10.3.1.9.4. Floor, wall, and ceiling finishings;
  - 10.3.1.9.5. Plumbing fixtures;

- 10.3.1.9.6. Structural elements; and
- 10.3.1.9.7. Stair dimensions.
- 10.3.1.10. Include a cross-section through the building illustrating foundations, drainage, ceiling heights, and construction systems;
- 10.3.1.11. Include elevations of all sides of the building illustrative foundations, drainage, ceiling heights, and construction systems;
- 10.3.1.12. Include elevations of all sides of the building showing finish details, roof slopes, windows, doors, the grade, the maximum building height line, ridge height, spatial separations, and natural and finished grade to comply with the building code and to illustrate that the building or structure conforms with the District Zoning Bylaw and any applicable development permit(s);
- 10.3.1.13. Include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits, and Ministry of Health/Health Authority approvals;
- 10.3.1.14. Include a foundation and excavation design prepared by a registered professional in accordance with the building code;
  - 10.3.1.14.1. Section 10.3.1.14 does not apply to garages, carports, and garden structures.
- 10.3.1.15. Include geotechnical letters of assurance, in addition to a required geotechnical report, if the building official determines that the site conditions so warrant;
- 10.3.1.16. Include two (2) sets of drawings at a suitable scale of design including the information set out in 10.3.1.7 through 10.3.1.12 of this bylaw; and
- 10.3.1.17. Include a building code compliance summary including the applicable edition of the building code, such as, without limitation, whether the building is designed under Part 3 or Part 9 and compliance with article 2.2.2.1(2), Division C, of the building code.
- 10.3.2. In addition to the requirements of section 10.3.1 of this bylaw, if a project involves:
  - Two or more buildings, the gross floor areas of which is the aggregate total more than 1000 square metres;
  - Two or more buildings that will contain four or more dwelling units; or

Otherwise if the complexity of the proposed building or structure or siting circumstances warrant;

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

- 10.3.2.1. A section through the site showing grades, buildings, structures, parking areas, and driveways;
- 10.3.2.2. A roof plan and roof height calculations;
- 10.3.2.3. Structural, electrical, plumbing, mechanical, or fire suppression drawings prepared and sealed by a registered professional;
- 10.3.2.4. Letters of assurance in the form of Schedule B referred to in, Division C, of the building code, signed by a registered professional; and
- 10.3.2.5. Any other information required by the building official or the building code to establish substantial compliance with this bylaw, the building code, and other bylaws and enactments relating to the building or structure.

## 10.4. Site and Location Information

10.4.1. Without limiting sections 10.2.1.6 or 10.3.1.5 of this Bylaw, the building official may in writing require an owner to submit an up-to-date plan or survey prepared by a registered British Columbia Land Surveyor which contains sufficient information respecting the site and location of any building to:

- 10.4.1.1. Establish, before construction begins, that all the provisions of this bylaw in relation to this information will be complied with;
- 10.4.1.2. Verify, on completion of the construction, with all provisions of this and other applicable bylaws have been complied with;
- 10.4.1.3. In relation to an existing building, substantiate its location, size, and elevation, including appurtenances whether above, at, or below ground level, relative to the site of its relationship to neighbouring grades; and
- 10.4.1.4. In relation to construction of a new building, or addition to an existing building, prior to and after the placement of concrete for foundations and footings, show the elevation at proposed top of concrete on all building elevations at all significant changes of elevation to substantiate its size, location, and elevation.

## 10.5. Building Permit Fees & Charges

- 10.5.1. Before receiving a building permit for a building or structure, the owner must first pay to the District:
  - 10.5.1.1. The application fees prescribed in the District's Fees & Charges Bylaw;
  - 10.5.1.2. The building permit fee prescribed in the District's Fees & Charges Bylaw; and
  - 10.5.1.3. Any fees, charges, levies, or taxes imposed by the District and payable under an enactment at the time of issuance of the building permit.
- 10.5.2. The applicant for a building permit must pay the applicable plan processing fee as set out in the District's Fees & Charges Bylaw, to which the following conditions apply:
  - 10.5.2.1. The plan processing fee is non-refundable and shall be credited against the building permit fee when the permit is issued;
  - 10.5.2.2. An application shall be cancelled, and the plan-processing fee forfeited, if the building permit has not been issued and the permit fee paid within 180 days of the date of the written notification to the owner that the permit is ready to be issued;
  - 10.5.2.3. When an application is cancelled the plans and related documents submitted with the application may be destroyed;
  - 10.5.2.4. Plan-processing fees do not apply to permits other than building permits.
- 10.5.3. A fee, as set out in the District's Fees & Charges Bylaw, shall be payable in advance for revision of plans after submission of the building permit application.
- 10.5.4. Council may, by resolution, reduce, waive, or refund, any non-legislated building permit fees or security deposits when the application seeks approval for:
  - 10.5.4.1. Non-profit or affordable housing, including supportive living housing;
  - 10.5.4.2. For-profit affordable rental housing.

## 10.6. Security Deposit with Building Permit Application

- 10.6.1. An applicant for a building permit must pay to the District, at the time of the application, the following security deposit:
  - 10.6.1.1. For a single family dwelling parking structure, combination parking structure/accessory building, a swimming pool or an accessory building greater than 25 square metres: \$1,000.00

- 10.6.1.2. For a single family dwelling addition, alteration, renovation, demolition: \$1,000.00
- 10.6.1.3. For a new single family dwelling or simple building: \$2,500.00
- 10.6.1.4. For a complex building: \$5,000.00
- 10.6.1.5. For a Complex Building addition, alteration, renovation, demolition \$1,000.0
- 10.6.2. The security deposit sum set out in section 10.6.1 of this bylaw:
  - 10.6.2.1. Covers the cost borne by the District to maintain, restore, or replace any public works or public lands which are destroyed, damaged, or otherwise impaired bin the carrying out of the work referred to any building permit held by the applicant;
  - 10.6.2.2. Covers the cost borne by the District to make the site safe if the permit holder abandons or fails to complete the works as designated on the permit;
  - 10.6.2.3. Serves as the security deposit for provisional occupancy when the final inspection notice makes provision for a security deposit; or
  - 10.6.2.4. Serves as a security deposit to effect compliance with any condition under which the permit is issued.
- 10.6.3. Upon request of the applicant, no more than 24 months after receiving a final inspection, the security deposit or applicable portion must be returned to the applicant:
  - 10.6.3.1. When the building official is satisfied that no further damage to public works or public lands will occur;
  - 10.6.3.2. When the inspections required by this bylaw are complete and acceptable to the building official; and
  - 10.6.3.3. When the conditions or provisions of a provisional certificate of occupancy are completed to the satisfaction of the building official;
- 10.6.4. Any credit greater than the amount of the security deposit used by the District of the purposes described in section 10.6.1 to 10.6.3 of this bylaw will be returned to the permit holder unless otherwise so directed by the permit holder.
- 10.6.5. Any amount in excess of the security deposit used by the District for the purposes described in section 10.6.1 to 10.6.3 of this bylaw to complete the corrective work to public lands, public works, or the site is recoverable by the District from the permit holder, the constructor or the owner of the property.

- 10.6.6. If the proposed work includes excavation or construction on lands within 10 metres of works or services owned by the District, the owner must deliver to the building official a signed agreement in a form prescribed by the District's Chief Administrative Officer under which the owner acknowledges and agrees that any damage to municipal works or services arising from the construction associated with the building permit will be repaired by the owner at their expense and to the satisfaction of the District; and the owner must deposit with the District security in accordance with sections 10.6.1 to 10.6.3 of this bylaw.

## 10.7. Permit Fee Refunds

- 10.7.1. No fee or part of a fee paid to the District may be refunded if construction of the building has started.
- 10.7.2. A building permit or other permit fee may be partially refunded as set out in the District's Fees & Charges Bylaw, only if:
- 10.7.2.1. The owner has submitted a written request for a refund;
  - 10.7.2.2. The building official has certified a start has not been made on the construction of the building or structure; and
  - 10.7.2.3. The permit has not expired.
- 10.7.3. A building permit or other permit fee is not refundable after the permit has been extended under section 10.20 of this bylaw.

## 10.8. Design Modification

- 10.8.1. If an issued building permit or other permit is active and the owner proposes modification to the building design whereby the value of the work does not increase or the value of the work decreases, the owner must pay to the District a building permit fee based on the plan review hourly rate set out in the District's Fees & Charges Bylaw.

## 10.9. Construction Before Permit Issued

- 10.9.1. The building permit or other permit fee is doubled for every permit application if construction commenced before the building official issued a permit, to a maximum of \$10,000.

## 10.10. Expiration of Application for a Permit

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

## 10.11. Issuance of a Building Permit

- 10.11.1. The building official may issue the permit, in the form prescribed by the building official, for which the application is made, and the date of issuance is deemed to be the date the permit is paid for, if:
- 10.11.1.1. A completed application in accordance with sections 10.2 or 10.3 of this bylaw, including all required supporting documentation has been submitted;
  - 10.11.1.2. The owner has paid all applicable fees set out in section 10.5 to 10.9 of this bylaw and the District Fees & Charges Bylaw;
  - 10.11.1.3. The owner has paid all charges and met all requirements imposed by any other statute or bylaw;
  - 10.11.1.4. The owner has retained a professional engineer or geoscientist if required under this bylaw;
  - 10.11.1.5. The owner has retained an architect if required under the Architect's Act;
  - 10.11.1.6. No covenant, agreement, resolution, or regulation of the District requires or authorizes the permit to be withheld.
- 10.11.2. Notwithstanding section 10.11.1, the building official may refuse to issue a permit when the owner has been notified of a violation of this bylaw about the construction of another building or structure by the owner.

## 10.12. Compliance with the Homeowner Protection Act

- 10.12.1. If the application is in respect of a building that includes, or will include, a residential occupancy governed by the Homeowner Protection Act, the building permit must not be issued unless the owner provides evidence under section 30(1) of the Homeowner Protection Act, that the proposed building:
- 10.12.1.1. Is covered by home warranty insurance; and
  - 10.12.1.2. The constructor is a licensed "residential building" as defined in the Act.
- 10.12.2. Section 10.12.1 of this Bylaw does not apply if the owner is not required to be licensed and to obtain home warranty insurance in accordance with section 20(1) or 30(1) of the Homeowner Protection Act.
- 10.12.2.1. Notwithstanding section 10.12.2, the building official may require the owner submit evidence stating that a project does not require home warranty insurance under the Act.

10.12.3. Every permit is issued subject to the owner and constructor maintaining compliance with the Homeowner Protection Act and negotiations under it during the term of the permit.

10.12.3.1. If any owner and constructor cannot maintain compliance with the Homeowner Protection Act, any permit issued requiring compliance with the Homeowner Protection Act will be revoked.

## 10.13. Partial Construction

10.13.1. If a site has been excavated under a building permit for excavation issued under this bylaw, and a building permit is not subsequently issued for a subsisting building permit has expired under section 10.19 but without the construction of a building or structure for which the building permit was issued having commenced, the owner must fill in the excavation to restore the original gradients of the site within 60 days of being served notice by the District to do so.

10.13.2. If a building permit has expired and partial construction has progressed, with no extension requested of the building official under section 10.20, permanent type fencing with privacy screen complying with the District's Zoning Bylaw, must be erected around the building site for protection of the public.

## 10.14. Conditions of Building Permit

10.14.1. A building permit or an application for a building permit that is in process may not be transferred or assigned until the owner has notified the building official in writing, the building official has authorized the transfer or assignment in writing and the owner has paid the non-refundable fee in the District's Fees & Charges Bylaw.

10.14.1.1. The transfer or assignment of a building permit is not an extension of a building permit.

10.14.2. The review of plans and supporting documents and issuance of a building permit do not prevent the building official from subsequently requiring the correction of errors in the plans and supporting documents, or from prohibiting building construction or occupancy being carried on when in violation of this or another bylaw.

## 10.15. Inspections

10.15.1. If a registered professional provides letters of assurance in accordance with this Part, the District will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this bylaw and

the building code as assurance that the construction substantially conforms to the design, plans, and specifications and that the construction complies with the building code, this bylaw and other applicable enactments respecting safety.

- 10.15.2. Notwithstanding section 10.15.1 of this Bylaw, a building official may attend the site from time to time during the course of construction to ascertain that the field reviews are taking place and to monitor the field reviews undertaken by the registered professionals.
- 10.15.3. A building official may attend periodically at the site of the construction of simple buildings or structures to ascertain whether the work is being carried out in substantial conformance with the building code, this bylaw and other applicable enactments respecting safety.
- 10.15.4. For all work in respect of simple buildings the owner must give at least 48 hours notice to the District when requesting an inspection and must obtain an inspection all receive a building official's written acceptance of the following aspects of the work prior to concealing them:
  - 10.15.4.1. After demolition, the grading of and removal of debris from the site;
  - 10.15.4.2. Excavation, within 24 hours of the start of excavation;
  - 10.15.4.3. Foundation and footing forms, before concrete is poured;
  - 10.15.4.4. Prior to inspection under section 10.15.4.5, plumbing located below the finished slab level;
  - 10.15.4.5. The preparation of ground, including ground cover when required, perimeter insulation on side of concrete foundation walls and reinforcing steel;
  - 10.15.4.6. After inspection under section 10.15.4.5, hydronic heating pipes and below slab insulation;
  - 10.15.4.7. Installation of rough-in plumbing before it is covered;
  - 10.15.4.8. Installation of building services before being covered;
  - 10.15.4.9. Rough in of factory-built chimneys and fireplaces and solid fuel burning appliances;
  - 10.15.4.10. Framing, sheathing, fire stopping (including drywall in fire separations), bracing, chimney and cutwork, rough wiring, rough plumbing, rough heating, exterior doors and windows, but prior to the installation of insulation, interior finishes, sheathing paper, or exterior finishes which would conceal such work;

- 10.15.4.11. Insulation and vapour barrier;
  - 10.15.4.12. Construction of an exterior deck if the deck serves as a roof;
  - 10.15.4.13. Construction of an exterior deck greater than 0.6 metres above finished grade;
  - 10.15.4.14. On-site constructed tubs or showers and tub or shower trap tests;
  - 10.15.4.15. The installation of wall sheathing membrane, externally applied vapour or air barrier, stucco wire or lath, and flashings, but prior to the installation of exterior finishes, which would conceal such work; and
  - 10.15.4.16. The health and safety aspects of the work and the conservation, GHG emission reduction, and accessibility aspects of the work when the building or structure is substantially complete, ready for occupancy, but prior to occupancy.
- 10.15.5. A building official will only carry out an inspection under section 10.15.4 if the owner or the owner's agent has requested the inspection online or in writing in accordance with this bylaw and in the form prescribed by the Chief Administrative Officer.
- 10.15.6. Despite the requirement for the building official's acceptance of the work outlined in section 10.15.4, if a registered professional provides letters of assurance, the District will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this bylaw as assurance that the aspects of the construction referenced by those letters of assurances substantially conform to the design, plans, and specifications, and that the construction complies with the building code, this bylaw and other applicable enactments respecting safety.
- 10.15.7. No person may conceal any aspect of the work referred to in section 10.15.4 of this bylaw until a building official has accepted it in writing.
- 10.15.8. For the work in respect of complex buildings, the owner must
- 10.15.8.1. Give at least 48 hours online or written notice to the District when requesting a preconstruction meeting with the building official prior to the start of construction, and the owner or his or her representative must ensure that the coordinating registered professional, the constructor, as well as representatives of major trades, are in attendance;
  - 10.15.8.2. Give at least 48 hours online or written notice to the District when requesting a pre-occupancy coordinated by the coordinating registered professional or other registered professional to have the owner, the

constructor and the registered professional to have the owner, the constructor and the registered professionals demonstrate to the building official and Fire Services the compliance with the health and safety aspects of the work, the coordination and integration of the fire and life safety system, applicable District requirements and other enactments respecting safety and the conservation, GHG emissions, and accessibility aspects of the work; and

- 10.15.8.3. Cause the coordinating registered professional, at least 48 hours prior to the pre-occupancy coordinated site review coordinated by the coordinating registered professional, to deliver to the building official all schedules, contacts, inspections, test documents, and external approvals.

## 10.16. Stop Work Order

- 10.16.1. The building official may direct the immediate suspension or correction of all or a portion of the construction on a building or structure by attaching a stop work order notice in the form prescribed by the building official on the premises whenever it is found that the work is not being performed in accordance with the requirements of the building code, any applicable bylaw of the District or the applicable provisions of the Homeowner Protection Act.
- 10.16.2. The coordinating registered professional may request, in writing, that the building official order the immediate suspension or correction of all or a portion of the construction of a building or structure by attaching a stop work order notice on the premises.
  - 10.16.2.1. The building official must consider such a request and, if not acted upon, must respond, in writing, to the coordinating registered professional and give reasons.
- 10.16.3. If a registered professional's services are terminated, the owner must immediately stop any work that is subject to their design or field review and the building official is deemed to have issued a stop work order under section 10.16.1.
- 10.16.4. The owner must immediately, after the posting of a notice under 10.16.1, secure the construction and the lands and premises surrounding the construction in compliance with the safety requirements of every statute, regulation, or order of the Province or of a provincial agency and of every applicable bylaw of the District.
- 10.16.5. Subject to section 10.16.1, no work other than the required remedial measures may be carried out on the parcel affected by the notice referred to in section

10.16.1, until the stop work order notice has been removed by the building official.

10.16.5.1. The building official may grant allowance, in writing, for work not regulated by the building code, zoning, or subject of a development permit if that work will not further affect the reasons given for the notice issued under section 10.16.1.

10.16.6. The notice referred to in section 10.16.1 must remain posted on the premises until that which is contrary to the enactments has been remedied.

## 10.17. Do not Occupy Notice

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

10.17.2. If a notice is posted under section 10.17.1, the owner of a parcel on which a Do Not Occupy Notice has been posted, and every other person, must cease occupancy of the building or structure immediately and refrain from further occupancy until all applicable provisions of the building code and this bylaw have been substantially complied with and the Do Not Occupy Notice has been rescinded in writing by a building official.

## 10.18. Inspection and Other Fees

10.18.1. In addition to the fees required under other provisions of this bylaw, the owner must pay the non-refundable fee set out in the District's Fees & Charges Bylaw for:

10.18.1.1. A second and each subsequent re-inspection where it has been determined by the building official the due to non-compliance with the provisions of this bylaw or due to non-complying work, more than one site visit is required for any required inspection.

10.18.1.2. A special inspection during the District's normal business hours to establish the condition of a building, or if an inspection requires special arrangements because of time, location, or construction techniques; and

10.18.1.3. Inspection required under this bylaw which cannot be carried out during the District's normal business hours.

## 10.19. Permit Expiration

10.19.1. Every permit is issued on the condition that the permit expires and the rights of the owner under the permit terminate if:

- 10.19.1.1. The work authorized by the permit is not commenced within 180 days from the date of issuance of the permit;
- 10.19.1.2. Work is discontinued for a period of 180 days; or
- 10.19.1.3. The work is not completed within two years of the date of issuance of the permit.

## 10.20. Permit Extension

10.20.1. A building official may extend the period set out under section 10.19 for only one period, not to exceed twelve (12) months, if construction has not been commenced or has been discontinued due to adverse weather, strikes, material or labour shortages, other similar hardship beyond the owner's control, or if the size and complexity of the construction warrants, if:

- 10.20.1.1. Application for the extension is made at least 30 days prior to the date of permit expiration; and
- 10.20.1.2. The non-refundable fee set out in the District's Fees & Charges Bylaw has been paid.

## 10.21. Building Permit Revocation

10.21.1. The building official may revoke a building permit if there is a violation of:

- 10.21.1.1. A condition under which the permit was issued; or
- 10.21.1.2. A requirement of the building code, a Provincial or Federal enactment, or of this or another bylaw of the District.

10.21.2. A permit revocation pursuant to section 10.21.1 of this bylaw must be in writing and sent to the permit holder by signature mail to, or personal service to, the permit holder.

## 10.22. Building Permit Cancellation

10.22.1. A building permit, or a building permit application, may be cancelled by the owner, or the owner's agent, on delivery of written notification of the cancellation to the building official.

10.22.2. On receipt of the written cancellation notice, the building official must mark on the application, and a permit if applicable, the date of cancellation and the word "cancelled".

- 10.22.3. If the owner, or the owner's agent, submits changes to an application after a permit has been issued and the changes, in the opinion of the building official, substantially alter the scope of the work, design, or intent of the application in respect of which the permit was issued, the building official may cancel or amend the permit and mark the permit with the date of cancellation or amendment and the word "cancelled" or "amended".
- 10.22.4. If a building permit application or permit is cancelled, and construction has not commenced under the permit, the building official must return to the owner any fees deposited in accordance with the District's Fees & Charges Bylaw, less:
  - 10.22.4.1. Any non-refundable portion of the fee; and
  - 10.22.4.2. 15% of the refundable portion of the fee to a maximum of \$1,000.00.

## 10.23. Occupancy

- 10.23.1. No person may occupy a building or structure or part of a building or structure until a final inspection notice has been issued by a building official.
- 10.23.2. A final inspection notice will not be issued unless:
  - 10.23.2.1. All letters of assurance have been submitted when required in this bylaw;
  - 10.23.2.2. All aspects of the work requiring inspection and acceptance pursuant to this bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with this bylaw;
  - 10.23.2.3. The owner has delivered to the District as-built plans of work and services in digital format as required by the District;
  - 10.23.2.4. The owner has provided to the District a building survey prepared by a British Columbia Land Surveyor showing the building size and location in accordance with the District's land use regulations;
  - 10.23.2.5. The building official may waive the requirement for a survey where the building official is comfortable that the size and siting of the structure no not conflict with any applicable District bylaws.
  - 10.23.2.6. All other documentation required under applicable enactments has been delivered to the District; and
  - 10.23.2.7. The owner has delivered to the District as-built drawings of the building or structure in digital format as required by the District.
- 10.23.3. When a registered professional provides letters of assurance in accordance with this bylaw, the District will rely solely on the letters of assurance when issuing a final report authorizing occupancy as assurance that the items identified on the

letters of assurance substantially comply with the design, the building code, this bylaw, and any other applicable enactments respecting safety.

10.23.4. A building official may issue a final inspection notice for partial occupancy of a portion of a building or structure under construction when:

10.23.4.1. The portion of the building or structure is self-contained and provided with essential services respecting health and safety aspects of the work, and if applicable, accessibility, GHG emissions and conservations; and

10.23.4.2. The requirements set out in section 10.23.2 have been met with respect to it.

10.23.5. A final inspection notice may not be issued unless:

10.23.5.1. All letters of assurance and the Confirmation of Required Documentation have been submitted when required in accordance with the requirements of this bylaw;

10.23.5.2. All aspects of the work requiring inspection and review pursuant to Part 9.0 and section 10.15 of this bylaw have both been inspected and accepted;

10.23.5.3. The owner has executed and delivered to the District every agreement, instrument, or form required by the District in relation to the work or the site; and

10.23.5.4. All required offsite works respecting safety have been completed.

## 10.24. Sanitary Facilities

10.24.1. During the time a building permit has been issued and remains valid under this bylaw, the owner must provide on the parcel of land in respect of which the permit has been issued, sanitary facilities for the disposal of human waste from individual persons who enter on the parcel in relation to the work referred to in the permit, which facilities must be accessible and unlocked when not occupied while work is being carried out on the parcel under this bylaw.

10.24.1.1. Every sanitary facility that is not connected to a, Sanitary sewer; or Septic disposal system approved under the Health Act, by plumbing the complies with the building code and this bylaw, must be provided, at all time the facility is required under this bylaw, with toilet paper, a locking door for privacy, and ventilation, and must be kept in sanitary condition without leaking beyond the facility and without overflowing within the facility.

- 10.24.2. Such facilities must be located so as to not create a nuisance to neighbouring parcels or highways.

## 10.25. Energy Conservation and GHG Emission Reduction

- 10.25.1. In relation to the conservation of energy and the reduction of GHG emissions, the District incorporates by reference to the Energy Step Code:
- 10.25.1.1. A building, which is a wood framed residential building six (6) stories or less in building height, or regulated by Part 9 of the Building Code, must be designed, and constructed to meet the minimum performance requirements specified in step three (3) of the Energy Step Code; or
  - 10.25.1.2. all other buildings regulated by Part 3 of the Building Code, must be designed, and constructed to meet the minimum performance requirements specified in step two (2) of the Energy Step Code.
- 10.25.2. Notwithstanding Section 10.25.1, buildings regulated by Part 9 of the Building Code may elect to meet the requirements of step three (3) of the Energy Step Code using the Prescriptive path as outlined in 9.36 of the BC Building Code as amended, replaced, or renumbered, from time to time.

## 11.0 RETAINING WALLS AND GRADES

### 11.1. Retaining Walls

- 11.1.1. No person may construct, or structurally repair, a retaining wall without a building permit.
- 11.1.2. Except as certified by a professional engineer with expertise in geotechnical engineering, registered in the province of British Columbia, fill material placed on a parcel, unless restrained by permitted retaining walls, must not have a surface slope exceeding a ratio of one linear unit vertically to two linear units horizontally.
- 11.1.3. Without limiting section 11.1.2, no person may occupy a building unless the finished grade complies with all applicable enactments.

## 12.0 BUILDING MOVE

### 12.1. Building Move

12.1.1. No person may move a building or structure into or within the District:

12.1.1.1. Except where certified by a registered professional that the building, including its foundation, will substantially comply with the current version of the building code; and

12.1.1.2. A building permit has been issued for the building or structure.

## 13.0 NUMBERING OF BUILDINGS

### 13.1. Building Numbering

- 13.1.1. Immediately upon issuance of a building permit governing the construction, alteration, or repair of a building, or prior to and during the occupancy of a building, the owner or occupant must display the address number assigned to it by the District:
  - 13.1.1.1. On or over the entrance to the building or where landscaping or structures obscure the visibility of a building entrance from the adjacent highway, on the building property within the sight of the adjacent highway; and
  - 13.1.1.2. Until such time as the building is removed from the site or has been demolished.
- 13.1.2. Notwithstanding section 13.1.1, the District's Chief Administrative Officer may renumber or alter the assigned numbers in respect of any building on any parcel, including those already in existence or numbered.
- 13.1.3. Without limiting sections 13.1.1 and 13.1.2, the building official must, on the issuance of a building permit, designate a house number or set of house numbers related to the building authorized by the permit.
  - 13.1.3.1. The owner or occupier must post the number or numbers on the site immediately after obtaining the building permit and keep the numbers posted in a conspicuous location at all times during construction.
- 13.1.4. Without limited sections 13.1.1 through 13.1.3, on issuance of an occupancy permit, the owner or occupier of the parcel must affix the numbers permanently in a conspicuous place on the building such that the number is visible from an adjacent highway that is not a lane.

## 14.0 POOLS

### 14.1. Swimming Pool Permit and Fencing

- 14.1.1. Without limiting section 5.1 of this bylaw, a person must not construct, or structurally repair, a swimming pool without a valid building permit.
- 14.1.2. A swimming pool, including a spa or hot tub must be enclosed within a fence constructed without footholds or grips that children may use to climb into the enclosed area, having a minimum height of 1.22 metres.
- 14.1.3. The building official may require registered professionals in accordance with Part 9.0 of this Bylaw.

### 14.2. Pool Gate

- 14.2.1. Access through a fence enclosing a swimming pool, spa, or hot tub must be only through a self-closing and self-latching gate designed and constructed or installed so as to cause the gate to return to a closed position when not in use and secured by a latch located on the swimming pool, spa, or hot tub side of the gate.

### 14.3. Spa or Hot Tub Lid

- 14.3.1. In lieu of a fence; a spa or hot tub may be covered with a locking cover which would prevent unauthorized access to the water.
  - 14.3.1.1. Notwithstanding section 14.3.1, a fence or locking cover is not required for a spa or hot tub located on an attached deck with a railing and no stairs constructed at least 1.0 metres above finished grade where the railing meets the minimum guidelines for a fence in section 14.1.2 of this bylaw.

### 14.4. Maintenance

- 14.4.1. A person may not use or occupy a swimming pool, including a spa, or hot tub, unless the owner or occupier of property on or in which a pool, spa, or hot tub is located maintains every fence or cover required under sections 14.1 to 14.3 in good order, and without limitation, maintains and repairs in good order at all times all sagging gates, loose parts, torn mesh, missing materials, worn latches, locks, or broken or binding members.

### 14.5. Leaks or Other Failures

- 14.5.1. A person may not obtain a valid and subsisting building permit for or use or occupy a swimming pool without first delivering to the building official at the

time of the building permit application an opinion of a registered professional that the design of the pool will not cause or result in leaks or other failures of the pool.

## 15.0 OFFENCES

### 15.1. Violations

- 15.1.1. Without limiting Part 4.0 of this bylaw, every person who:
  - 15.1.1.1. Violates a provision of this bylaw;
  - 15.1.1.2. Permits, suffers, or allows any act to be done in violation of any provisions of this bylaw; and
  - 15.1.1.3. Neglects to do anything required to be done under any provision of this bylaw,
    - Commits an offence and on summary conviction by a court of competent jurisdiction, the person is subject to a fine of not more than \$10,000.00, or a term of imprisonment not exceeding three months, or both, in addition to the costs of prosecution.
- 15.1.2. Each day during which a violation, contravention, or breach of this bylaw continues is deemed to be a separate offence.
- 15.1.3. Every person who fails to comply with any administrative requirement issued by a building official, or who allows a violation of this bylaw to continue, contravenes this bylaw.
- 15.1.4. Every person who commences work requiring a building permit without first obtaining such a permit must, if a Stop Work notice is issued and remains outstanding for 30 days, pay an additional charge as outlined in the District's Fees & Charges Bylaw.
- 15.1.5. Nothing in this Bylaw shall limit the District from pursuing any other remedy that would otherwise be available for a contravention of this bylaw.

### 15.2. Deemed Offence

- 15.2.1. An owner is deemed to have knowledge of and be liable under this bylaw in respect of any construction on the parcel the owner owns, and any change in the use, occupancy, or both of a building or structure or part of a building or structure on that parcel.
- 15.2.2. Nothing in this bylaw affects:
  - 15.2.2.1. The District's right to require the owner's obligation to obtain a permit; and
  - 15.2.2.2. The obligation of the owner to comply with this bylaw.

### 15.3. Ticketing

- 15.3.1. The offences in the District of Lillooet Bylaw Notice Enforcement Bylaw are designated for enforcement as applicable.
- 15.3.2. The persons appointed to the positions or titles listed in the District of Lillooet Bylaw Notice Enforcement Bylaw are designated as Bylaw Enforcement Officers for the purposes of issuing tickets under this Bylaw.

## 16.0 TRANSITION

### 16.1. Repeal

16.1.1. Building Bylaw No. 199, 2003, as amended, is repealed.

## 17.0 IN FORCE

### 17.1. Date the Bylaw is in Force

17.1.1. This bylaw comes into force at midnight after the bylaw is adopted.

READ A FIRST TIME this 7th day of June, 2021.

READ A SECOND TIME this 7th day of June, 2021.

READ A THIRD TIME this 7th day of June, 2021.

ADOPTED this 22nd day of June, 2021.

\_\_\_\_\_  
"Peter Busse"

Mayor

\_\_\_\_\_  
"Kevin Taylor"

Corporate Officer