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

<table>
<thead>
<tr>
<th>AMENDMENT BYLAW</th>
<th>DATE OF ADOPTION</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bylaw No. 7265</td>
<td>January 27, 2003</td>
<td></td>
</tr>
<tr>
<td>Bylaw No. 8314</td>
<td>September 8, 2008</td>
<td></td>
</tr>
<tr>
<td>Bylaw No. 8542</td>
<td>December 14, 2009</td>
<td></td>
</tr>
<tr>
<td>Bylaw No. 8637</td>
<td>January 10, 2011</td>
<td>February 9, 2011</td>
</tr>
<tr>
<td>Bylaw No. 9769</td>
<td>July 16, 2018</td>
<td></td>
</tr>
<tr>
<td>Bylaw No. 10013</td>
<td>May 13, 2019</td>
<td></td>
</tr>
</tbody>
</table>
# CITY OF RICHMOND

## BUILDING REGULATION

### BYLAW NO. 7230

## TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>PART ONE -</th>
<th>GENERAL PROVISIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>Application</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PART TWO -</th>
<th>PROHIBITIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Conformity with Provincial Codes, Statutes and Bylaws</td>
</tr>
<tr>
<td>2.2</td>
<td>General Prohibitions</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PART THREE -</th>
<th>THE INSPECTOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Refusal to Issue Permits</td>
</tr>
<tr>
<td>3.2</td>
<td>Conformity to Codes</td>
</tr>
<tr>
<td>3.3</td>
<td>Right of Entry</td>
</tr>
<tr>
<td>3.4</td>
<td>Credentials</td>
</tr>
<tr>
<td>3.5</td>
<td>Correction Orders and Cessation of Work</td>
</tr>
<tr>
<td>3.6</td>
<td>Potable Water Cross Connection</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PART FOUR -</th>
<th>CITY AND UTILITY SERVICES</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1</td>
<td>Emergency Vehicle Access, Sewer Systems and Potable Water</td>
</tr>
<tr>
<td>4.2</td>
<td>Electricity and Telecommunication</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PART FIVE -</th>
<th>PERMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1</td>
<td>Requirements and Exemptions</td>
</tr>
<tr>
<td>5.2</td>
<td>Separate Application for Each Building or Structure</td>
</tr>
<tr>
<td>5.3</td>
<td>Form of Application</td>
</tr>
<tr>
<td>5.4</td>
<td>Plan Processing Fee for a Building Permit Application</td>
</tr>
<tr>
<td>5.5</td>
<td>Permit Fee Requirements</td>
</tr>
<tr>
<td>5.6</td>
<td>Permit Fee and Inspection Fee Refunds</td>
</tr>
<tr>
<td>5.7</td>
<td>Issuance of Permits</td>
</tr>
<tr>
<td>5.8</td>
<td>Conditions of Permits</td>
</tr>
<tr>
<td>5.9</td>
<td>Transfer or Assignment of Permits</td>
</tr>
<tr>
<td>5.10</td>
<td>Expiration of Permits</td>
</tr>
<tr>
<td>5.11</td>
<td>Extension of Permits</td>
</tr>
<tr>
<td>5.12</td>
<td>Revocation of Permits</td>
</tr>
<tr>
<td>5.13</td>
<td>Requirement for Registered Professional</td>
</tr>
<tr>
<td>5.14</td>
<td>Use of Equivalents</td>
</tr>
<tr>
<td>5.15</td>
<td>Undertakings of the Owner</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PART SIX -</th>
<th>FOUNDATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1</td>
<td>Crawl Space Floors</td>
</tr>
<tr>
<td>6.2</td>
<td>Deleted</td>
</tr>
<tr>
<td>6.3</td>
<td>Survey Certificate</td>
</tr>
<tr>
<td>6.4</td>
<td>Elevations</td>
</tr>
</tbody>
</table>
**TABLE OF CONTENTS**

**PART SEVEN -**

<table>
<thead>
<tr>
<th>Section</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Building Permit Application</td>
<td>14</td>
</tr>
<tr>
<td>7.2</td>
<td>Issuance of Building Permit</td>
<td>14</td>
</tr>
</tbody>
</table>

**PART EIGHT -**

<table>
<thead>
<tr>
<th>Section</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1</td>
<td>Permits for Sewage Holding Tanks</td>
<td>14</td>
</tr>
<tr>
<td>8.2</td>
<td>Requirement for Registered Professional</td>
<td>15</td>
</tr>
<tr>
<td>8.3</td>
<td>Sewage Holding Tank Design</td>
<td>15</td>
</tr>
<tr>
<td>8.4</td>
<td>Sewage Holding Tank Capacities</td>
<td>15</td>
</tr>
<tr>
<td>8.5</td>
<td>Technical Requirements</td>
<td>16</td>
</tr>
<tr>
<td>8.6</td>
<td>Hauling Contract</td>
<td>16</td>
</tr>
<tr>
<td>8.7</td>
<td>Unsanitary Conditions</td>
<td>17</td>
</tr>
<tr>
<td>8.8</td>
<td>Indemnity and Insurance</td>
<td>17</td>
</tr>
<tr>
<td>8.9</td>
<td>Covenant</td>
<td>17</td>
</tr>
<tr>
<td>8.10</td>
<td>Prohibitions</td>
<td>18</td>
</tr>
</tbody>
</table>

**PART NINE -**

<table>
<thead>
<tr>
<th>Section</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.1</td>
<td>Siting, Fencing and Access Requirements</td>
<td>18</td>
</tr>
<tr>
<td>9.2</td>
<td>Access to Other Types of Pools</td>
<td>19</td>
</tr>
</tbody>
</table>

**PART TEN -**

<table>
<thead>
<tr>
<th>Section</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.1</td>
<td>Energy Step Code Requirements</td>
<td>19</td>
</tr>
<tr>
<td>10.2</td>
<td>Requirement for Energy Advisor</td>
<td>20</td>
</tr>
</tbody>
</table>

**PART ELEVEN -**

<table>
<thead>
<tr>
<th>Section</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.1</td>
<td>Demolition Agreement</td>
<td>20</td>
</tr>
</tbody>
</table>

**PART TWELVE -**

<table>
<thead>
<tr>
<th>Section</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.1</td>
<td>Building Permit Application and Fee</td>
<td>21</td>
</tr>
</tbody>
</table>

**PART THIRTEEN -**

<table>
<thead>
<tr>
<th>Section</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.1</td>
<td>Inspection Schedule - Buildings and Structures</td>
<td>21</td>
</tr>
<tr>
<td>13.2</td>
<td>Inspection Schedule - Sewage Holding Tank</td>
<td>22</td>
</tr>
<tr>
<td>13.3</td>
<td>Inspection Schedule - Gas Work</td>
<td>22</td>
</tr>
<tr>
<td>13.4</td>
<td>Inspection Schedule - Plumbing</td>
<td>23</td>
</tr>
<tr>
<td>13.5</td>
<td>Inspection Schedule - Potable Water Backflow Preventer</td>
<td>23</td>
</tr>
<tr>
<td>13.6</td>
<td>Inspection Requests</td>
<td>23</td>
</tr>
<tr>
<td>13.7</td>
<td>Provisional Occupancy and Provisional Plumbing Compliance</td>
<td>24</td>
</tr>
<tr>
<td>13.8</td>
<td>Stop Work Orders</td>
<td>24</td>
</tr>
<tr>
<td>13.9</td>
<td>Re-Inspections</td>
<td>25</td>
</tr>
<tr>
<td>13.10</td>
<td>Special Inspections and Building Demolition Inspections</td>
<td>25</td>
</tr>
<tr>
<td>13.11</td>
<td>Dangerous Buildings</td>
<td>25</td>
</tr>
<tr>
<td>13.12</td>
<td>Offences Relating to Dangerous Buildings</td>
<td>26</td>
</tr>
</tbody>
</table>
# TABLE OF CONTENTS

## PART FOURTEEN - MISCELLANEOUS PROVISIONS

14.1 Responsibility of the Owner - General ........................................... 26
14.2 Responsibility of the Owner - Plumbing .......................................... 26
14.3 Administrative Directions ............................................................. 27
14.4 Approval ......................................................................................... 27

## PART FIFTEEN - OFFENCES AND PENALTIES ....................................... 27

## PART SIXTEEN - INTERPRETATION ..................................................... 28

## PART SEVENTEEN - PREVIOUS BYLAW REPEAL ................................. 39

## PART EIGHTEEN - SEVERABILITY & CITATION .................................... 39

## PART NINETEEN - FEES BYLAW ......................................................... 40
CITY OF RICHMOND

BUILDING REGULATION BYLAW NO. 7230

The Council of the City of Richmond enacts as follows:

PART ONE: GENERAL PROVISIONS

1.1 Application

1.1.1 This bylaw applies to the geographical area of the City, and to land, the surface of water, air space, buildings and structures in the City.

1.1.2 The requirements of the building code and of this bylaw apply to construction, use and occupancy or a change in use, occupancy or both of a building or structure.

PART TWO: PROHIBITIONS

2.1 Conformity with Provincial Codes, Statutes and Bylaws

2.1.1 A person must not:

(a) construct a building or structure except in compliance with the requirements of the building code;

(b) undertake gas work except in compliance with the requirements of the gas code; or

(c) undertake plumbing except in compliance with the requirements of the plumbing code.

2.1.2 In addition to the requirements of subsection 2.1.1, a person undertaking construction, gas work or plumbing must comply with this and any other applicable bylaws of the City, and any applicable Provincial statutes.

2.2 General Prohibitions

2.2.1 A person must not:

(a) commence or continue:

(i) any construction unless the person has a building permit;

(ii) any gas work unless the person has a gas permit; or

(iii) any plumbing unless the person has a plumbing permit.

(b) change the use, occupancy or both of a building or structure without obtaining a building permit;
(c) commence construction unless the civic address is conspicuously posted on the front of the premises, or on a signpost so it may be easily read from the highway from which it takes its address;

(d) occupy or permit occupancy of a building or structure until the building inspector has issued a final inspection notice for it, except as permitted under section 13.7;

(e) occupy or use any building or structure contrary to:
   (i) the terms of a gas permit or a plumbing permit; or
   (ii) a notice or certificate given by either the gas inspector or the plumbing inspector;

(f) reverse, alter, deface, cover, remove or in any way tamper with a construction site identification card, stop work order, certificate, card or notice posted on, or affixed to, a building or structure, gas work or plumbing, pursuant to this bylaw, unless authorized by the building inspector, the gas inspector, or the plumbing inspector, whichever is applicable;

(g) undertake any work which is not in accordance with the description, plans and supporting documents for a building permit, gas permit or, plumbing permit unless the building inspector, the gas inspector, or the plumbing inspector, respectively, has reviewed and authorized the work;

(h) erase, alter or modify plans or supporting documents, after such plans or supporting documents have been:
   (i) reviewed by the building inspector, the gas inspector, or the plumbing inspector, whichever is applicable, or
   (ii) filed for reference with any such inspectors, after the building permit, gas permit, or plumbing permit, whichever is applicable, has been issued;

(i) repair a building or structure damaged by fire, decay, storm or otherwise to an extent greater than 75% of its assessed value as of the date of damage above its foundations, unless the entire building or structure is brought into compliance with the building code, subject to the provisions of this bylaw; or

(j) interfere with, or obstruct the entry of, the building inspector, the gas inspector, or the plumbing inspector in administering this bylaw.
PART THREE: THE INSPECTOR

3.1 Refusal to Issue Permits

3.1.1 The building inspector, the gas inspector, and the plumbing inspector may refuse to issue a building permit, gas permit, or plumbing permit respectively:

(a) where in such inspector’s opinion, the proposed work will contravene the requirements of the building code, the gas code, or the plumbing code respectively, or the provisions of this or any other applicable bylaws of the City, or any applicable Provincial statutes; and

(b) where the owner is in violation of this or any other applicable bylaws of the City, or any applicable Provincial statutes, with regard to the construction of another building or structure, gas work or plumbing.

3.2 Conformity to Codes

3.2.1 The building inspector, the gas inspector, and the plumbing inspector may establish, or require the owner to establish, whether a type of material or method used in:

(a) the construction of a building or structure complies with the requirements of the building code;

(b) gas work complies with the requirements of the gas code; or

(c) plumbing work complies with the requirements of the plumbing code,

and with the provisions of this or any other applicable bylaws of the City, or any applicable Provincial statutes.

3.3 Right of Entry

3.3.1 The building inspector, the gas inspector, and the plumbing inspector are authorized to enter on property at any time to determine whether the requirements of this or other applicable bylaws of the City, or any applicable Provincial statutes are being met.

3.4 Credentials

3.4.1 The building inspector, the gas inspector, and the plumbing inspector must ensure that persons entering on property in accordance with section 3.3 carry identification to identify them as the authorized inspector.

3.5 Correction Orders and Cessation of Work

3.5.1 The building inspector, the gas inspector, and the plumbing inspector may order in writing, the cessation and correction of any work which contravenes the building code, the gas code, or the plumbing code, respectively, or this or any other applicable bylaws of the City, or any applicable Provincial statutes;
and may, when corrections ordered have been completed, authorize continuation of any work which was ceased or ordered corrected.

3.5.2 Where the appropriate inspector has directed an owner to undertake work to remedy an unsafe condition or to otherwise comply with this bylaw, such work may be undertaken without the necessity of full compliance with the provisions of this bylaw at the time it is undertaken, provided such work is later inspected for compliance with this and any other applicable bylaws of the City, and any applicable Provincial statutes.

3.6 Potable Water Cross Connection

3.6.1 The plumbing inspector may disconnect the water service to a parcel which has a cross connection to potable water until the plumbing inspector confirms that the cross connection has been removed.

PART FOUR: CITY AND UTILITY SERVICES

4.1 Emergency Vehicle Access, Sewer Systems and Potable Water

4.1.1 The building inspector, and the plumbing inspector, must refuse to issue a building permit and a plumbing permit respectively, with respect to a parcel which does not have:

(a) (i) service to the parcel line by a City sanitary sewer and City storm sewer system; or

(ii) approval for the installation of an alternative sewage disposal system or storm water disposal system; and

(b) service to the parcel line from a City water distribution system of sufficient size and capacity to supply the water required under Provincial statutes for potable water and fire protection services.

4.1.2 The building inspector must refuse to issue a building permit with respect to a parcel which does not have emergency vehicle access.

4.2 Electricity and Telecommunication

4.2.1 Every building, structure or occupancy using, or designed to use, electric power or telecommunication services must have:

(a) the electric power and telecommunication service lines placed and maintained in underground conduits beneath:

(i) the parcels it serves; and

(ii) a highway; and
(b) transformers and appurtenances placed and maintained in ground kiosks or transformer vaults within the building, structure or occupancy served,

unless the City approves overhead power and telecommunication service lines, transformers and appurtenances.

4.2.2 The provisions of subsection 4.2.1 do not apply to overhead electric power and telecommunication service lines or overhead electrical transformers:

(a) situated on a highway, and forming part of the distribution system of the area served by the utility;

(b) which, in the opinion of the building inspector, are required to be placed or maintained over water outside the dyke system; or

(c) placed or maintained to service:

(i) a parcel used in conformity with the Zoning Bylaw and on which is located:

- a one-family dwelling;
- a two-family dwelling;
- a residential accessory building or structure; or
- a building or structure used or occupied mainly for agricultural purposes or an occupancy mainly agricultural in nature;

(ii) temporary outdoor lighting on a parcel zoned and used for residential or agricultural purposes in conformity with the Zoning Bylaw;

(iii) a temporary classroom designed as part of a public school established under the School Act;

(iv) a parcel not served by an underground distribution system which is located in an Industrial (I) zone and used in conformity with the Zoning Bylaw;

(v) an active construction site which is temporary in nature;

(vi) properties on Moncton Street between No. One Road and Third Avenue; or

(vii) a parcel located and used in conformity with Part Seven.

4.2.3 Notwithstanding the requirements of this bylaw, the building inspector may grant permission for the temporary use of overhead electric power and telecommunication service lines and overhead electrical transformers to a parcel for a period up to 12 months.
PART FIVE: PERMITS

5.1 Requirements and Exemptions

5.1.1 Every owner must obtain:

(a) a building permit prior to commencement of construction, or prior to a change in the use, occupancy or both, of a building or structure;

(b) a gas permit prior to undertaking any gas work; and

(c) a plumbing permit prior to undertaking any plumbing.

5.1.2 The provisions of clause (a) of subsection 5.1.1 do not apply to construction on a parcel, of a single storage building or structure less than 10 square metres in area, in which there are no mechanical services.

5.1.3 A plumbing permit is not required for the clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, when such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures or hot water tanks.

5.2 Separate Application for Each Building or Structure

5.2.1 Subject to the provisions of section 5.3:

(a) each building or structure to be constructed on a parcel;

(b) all gas work; and

(c) all plumbing,

must be the subject of a separate building permit, gas permit and plumbing permit application and separate permit respectively, and must be assessed separate permit fees in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

5.2.2 The provisions of clause (a) of subsection 5.2.1 do not apply to construction of the foundation for a cellular telecommunications tower and its accessory building or structure, for which one combined building permit can be issued.

5.3 Form of Application

5.3.1 An application for a plan review for a building permit, gas permit, or plumbing permit, must:

(a) be made to the building inspector, the gas inspector or the plumbing inspector respectively;

(b) be in the form prescribed by the appropriate inspector;

(c) be signed by the owner;
state the intended use or uses of the building or structure, or part of the building or structure in which the construction is to be undertaken, or in which the gas work or plumbing is to be located;

when required by the building inspector, include a minimum of two complete sets of plans, drawn to scale, and supporting documents for the building, structure or part of such building or structure to be constructed, and must indicate the nature and extent of the work or proposed construction;

when required by the plumbing inspector, include a minimum of three complete sets of plans showing the location and size of every building drain and every trap, sump, and plumbing fixture that is on a building drain, and a sectional drawing showing the size and location of every soil or waste pipe, trap and plumbing vent pipe; and

contain any other information necessary to satisfy the building inspector, the gas inspector, and the plumbing inspector that when completed, the proposed construction, gas work, or plumbing, respectively, will comply with the requirements of this, or other applicable bylaws of the City, and any applicable Provincial statutes.

5.4 Plan Processing Fee for a Building Permit Application

5.4.1 A building permit application for a plan review:

(a) must be accompanied by the plan processing fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 for a building permit application; and

(b) is cancelled and of no force and effect if a building permit has not been secured and paid for by the owner within 60 days of notification that such building permit is ready to be issued.

5.4.2 The plan processing fee specified in clause (a) of subsection 5.4.1 for a building permit application:

(a) is non-refundable, and is a credit toward the building permit fee levied at the time such building permit is issued; and

(b) is forfeited to the City if the building permit has not been secured and paid for within 30 days of notification that the building permit is ready to be issued.

5.4.3 If a building permit for the salvage of building materials has been issued for a property pursuant to subsection 12.1.2, then the time periods set out in section 5.4.1(b) and 5.4.2(b) for a building permit application for plan review related to such property may be extended by the building inspector for such amount of time as the building inspector determines is required to accommodate the salvage activities.
5.5  Permit Fee Requirements

5.5.1  Before a building permit, a gas permit, or a plumbing permit will be issued, the owner must pay:

(a)  the applicable permit fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636; and

(b)  in the case of a building permit, any fees, charges, levies or taxes imposed by the City or payable under a Provincial statute.

5.5.2  Where a permit application is received prior to the date of adoption of this bylaw, the owner must pay the applicable permit fees which applied at the time the permit application was made, provided such payment is made within 30 days of the owner being notified by the applicable inspector that such permit is ready to be issued.

5.5.3  Where an owner proposes to modify a building or structure design or plumbing design which is the subject of an existing permit and the value of construction is not increased by such modification, the owner must submit the proposed modifications for plan review and pay a building permit fee or a plumbing permit fee respectively, based on the plan review hourly rate in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

5.5.4  Where construction commenced before the building inspector issued the building permit, the building permit fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 is doubled.

5.6  Permit Fee and Inspection Fee Refunds

5.6.1  Except as specified in subsections 5.6.2 and 5.6.3, all fees in the amount set from time to time in the Consolidated Fees Bylaw No. 8636” associated with a building permit, a gas permit, or a plumbing permit pursuant to this bylaw are non-refundable.

5.6.2  A building permit fee, a gas permit fee, or a plumbing permit fee may be partially refunded only when:

(a)  the owner has submitted a written request for such refund;

(b)  (i)  the building inspector has certified that the construction has not been started on the building or structure;

(ii)  the gas inspector has certified that the gas work has not been started; or

(iii)  the plumbing inspector has certified that the plumbing has not been started, and

(c)  the applicable permit has not expired.
5.6.3 Where a refund of a building permit fee, a gas permit fee, or a plumbing permit fee is approved in accordance with subsection 5.6.2, such refund is to be calculated at 70% to the nearest dollar, of:

(a) in the case of construction, the amount of the building permit fee less the non-refundable plan processing fee;

(b) in the case of gas work, the amount of the gas permit fee less the minimum gas permit fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636; or

(c) in the case of plumbing, the amount of the plumbing permit fee less the minimum plumbing permit fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

5.6.4 A building permit fee, gas permit fee, or plumbing permit fee will not be partially refunded:

(a) if a start has been made on the construction of a building or structure; on gas work; or on plumbing; or

(b) where the applicable permit has been extended under section 5.11.

5.7 Issuance of Permits

5.7.1 If the building inspector, gas inspector, or plumbing inspector is satisfied that the construction, gas work, or plumbing respectively, will comply with the building code, the gas code, and the plumbing code respectively, and with the provisions of this and any other applicable bylaws of the City, and applicable Provincial statutes, the inspector must issue a building permit, a gas permit, or a plumbing permit respectively, to the owner.

5.7.2 The building inspector may issue a building permit for the construction of a part of a building or structure before the plans and supporting documents for the whole building or structure have been submitted or reviewed, provided the necessary information and detailed statements for the building or structure have been filed in accordance with the requirements of this bylaw.

5.7.3 Notwithstanding the issuance of a building permit in accordance with subsection 5.7.2, the requirements of this bylaw apply to the remainder of the building or structure as if the building permit had not been issued.

5.7.4 A gas permit or plumbing permit must only be issued to:

(a) an owner, in the case of a one-family dwelling; or

(b) an agent who is a gas fitter, in the case of gas work, or a certified plumber in the case of plumbing.
5.8 Conditions of Permits

5.8.1 The owner must keep a copy of the plans and drawings submitted to the City in accordance with subsection 5.3.1 with the building permit, the gas permit, and the plumbing permit, on the parcel for which the permit has been issued.

5.8.2 The review of plans and supporting documents and issuance of a building permit or a plumbing permit does not prevent the appropriate inspector from:

(a) subsequently requiring the correction of errors in the plans and supporting documents required under subsection 5.3.1; or

(b) prohibiting building construction or occupancy or plumbing being carried on when in violation of this or any other applicable bylaws of the City, or applicable Provincial statutes.

5.9 Transfer or Assignment of Permits

5.9.1 A building permit, gas permit, or plumbing permit, or an application for such a permit, which is in process, may not be transferred or assigned unless:

(a) the owner has notified the appropriate inspector in writing;

(b) the appropriate inspector has authorized the transfer or assignment in writing; and

(c) the owner has paid the fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

5.9.2 The transfer or assignment of a building permit, gas permit, or plumbing permit in accordance with subsection 5.9.1 is not an extension of such permit.

5.10 Expiration of Permits

5.10.1 Subject to the provisions of section 5.11, a building permit, gas permit, or plumbing permit expires and is invalid and of no force or effect when:

(a) to the knowledge of the appropriate inspector, construction, gas work, or plumbing pursuant to the applicable permit has not commenced within 180 days of the date the permit was issued; or

(b) construction, gas work, or plumbing pursuant to the applicable permit is discontinued or suspended for a period of more than 180 days from the date of the last mandatory inspection by the appropriate inspector.

5.10.2 Where a permit has expired under the provisions of clause (b) of subsection 5.10.1, any inspections completed prior to the expiration of such permit remain valid and in effect.

5.11 Extension of Permits

5.11.1 The building inspector, the gas inspector, and the plumbing inspector may extend a building permit, a gas permit or a plumbing permit respectively, for
a period of not greater than 180 days from the expiration date of the original permit, provided:

(a) construction, gas work, or plumbing respectively, has not commenced;

(b) an application to extend the permit is made within 30 days of the permit expiration date; and

(c) the permit extension fees in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 have been paid.

5.12 Revocation of Permits

5.12.1 The building inspector, the gas inspector, and the plumbing inspector may revoke a building permit, gas permit, or plumbing permit, respectively, where in the inspector’s opinion:

(a) tests reveal that materials, devices, methods, structural assemblies or foundation conditions contravene:

   (i) the building code, the gas code, or the plumbing code, whichever is applicable; or

   (ii) the provisions of this bylaw;

(b) all building permits, gas permits, or plumbing permits, whichever are applicable, required under this bylaw have not been obtained; or

(c) there is a violation of:

   (i) a condition under which the permit was issued, or

   (ii) a requirement of the building code, the gas code, or the plumbing code, whichever is applicable, or this or any other applicable bylaws of the City, or applicable Provincial statutes.

5.12.2 The revocation of a permit in accordance with subsection 5.12.1 must be in writing and be sent to the holder of the permit by registered mail or by personal service.

5.13 Requirement for Registered Professional

5.13.1 The owner must provide professional design and field review with respect to a permit for:

(a) a building or structure:

   (i) that falls within the scope of Part 3 of the building code;

   (ii) that is designed with common egress systems for the occupants and requires the use of firewalls according to the building code; and
(iii) in respect of which the building inspector determines that site conditions, size or complexity so warrant;

(b) structural components of buildings or structures that fall within the scope of Part 4 of the building code; or

(c) the building envelope for all buildings or structures under Part 3 of the building code, complex buildings or structures under Part 9 of the building code, and all residential buildings or structures under Part 9 of the building code that contain more than two dwelling units.

5.13.2 The registered professional carrying out the professional design and field review of the building envelope must provide evidence to the building inspector that he or she has experience and expertise in respect of the design and field review of building envelopes.

5.13.3 Prior to:

(a) the issuance of a building permit; or

(b) the occupancy of a building or structure,

in respect of which a building inspector has required professional design and field review, the owner must submit letters of assurance in the form set out in the building code.

5.13.4 If the building inspector determines that the site conditions so warrant, the building inspector may require the owner to submit a letter of assurance of subsurface investigation in the form specified by the City, incorporating the assurance of a registered professional in the applicable discipline that he has carried out a subsurface investigation of the site in accordance with the building code.

5.13.5 Where an owner is required to submit letters of assurance pursuant to subsections 5.13.3 or 5.13.4, such owner must also submit written confirmation of insurance coverage of the registered professional in the form specified by the City.

5.13.6 Where the owner has retained:

(a) the services of registered professionals to carry out the professional design and field reviews for architectural, structural, mechanical, plumbing, fire suppression systems, electrical and geotechnical disciplines as referenced in the Consolidated Fees Bylaw No. 8636 of the building code; and

(b) a co-ordinating registered professional;

and the City has relied on the certification by the registered professionals and the co-ordinating registered professional that the plans comply with the building code or applicable statutes, the building permit fee will be reduced as specified in the Consolidated Fees Bylaw No. 8636.
5.14 Use of Equivalents

5.14.1 An owner may provide an equivalent to satisfy one or more of the requirements of the building code or this bylaw by:

(a) submitting evidence satisfactory to the appropriate inspector to demonstrate that the proposed equivalent will provide the level of performance required by the building code or this bylaw; and

(b) paying the fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

5.14.2 Where an equivalent referred to in subsection 5.14.1 is approved by the appropriate inspector, it must be registered as a covenant in favour of the City against the title to the parcel under the Land Title Act.

5.15 Undertakings of the Owner

5.15.1 Notwithstanding the other provisions of this bylaw, the building inspector may require the owner to execute and submit to the City, the owner's undertaking form provided by the City as a condition of the issuance of a building permit.

PART SIX: FOUNDATIONS

6.1 Crawl Space Floors

6.1.1 In addition to the requirements of the building code, a crawl space floor must be finished with a continuous membrane of an approved moisture-resistant material beneath a continuous layer of concrete having a thickness of at least 50 millimetres.

[6.2 Deleted]

6.3 Survey Certificate

6.3.1 The owner, after the foundation of the building or structure has been placed, but prior to constructing any portion of the building or structure on the foundation, must submit to the building inspector for review, a plan of non-encroachment prepared by a British Columbia Land Surveyor, showing:

(a) (i) the parcel line dimensions;

(ii) the foundation dimensions; and

(iii) the shortest distances from the outer surfaces of the foundation to the parcel lines; and

(b) the elevation of the top of the finished concrete wall or, in the case of a building or structure constructed on a concrete slab, the elevation at the top of the concrete slab.

6.3.2 The owner must deliver to the building inspector, prior to final inspection, a plan of non-encroachment prepared by a British Columbia Land Surveyor,
showing the elevation of the top of a finished building or structure exceeding 45 metres in height.

6.4 Elevations

6.3.1 All elevations referred to in section 6.3 must be measured from geodetic datum.

PART SEVEN: TEMPORARY BUILDINGS FOR OCCUPANCY

7.1 Building Permit Application

7.1.1 The application for a building permit to erect or place a temporary building or structure for occupancy must be:

(a) made in the form prescribed by the building inspector; and

(b) signed by the owner and accompanied by:

(i) plans and supporting documents showing the location of the building or structure on the site; and construction details of the building or structure, and

(ii) a written statement by the owner indicating the intended use and duration of the use.

7.2 Issuance of Building Permit

7.2.1 The building inspector may issue a building permit for a period of up to one year to erect or place a temporary building or structure for occupancy if:

(a) the building or structure is:

(i) located in compliance with the Zoning Bylaw;

(ii) constructed, where applicable, in compliance with the building code, this and any other applicable bylaws of the City; and

(iii) connected to City utility services as required by any applicable Provincial statutes; and

(b) the owner pays the applicable building permit fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

PART EIGHT: SEWAGE HOLDING TANKS

8.1 Permits for Sewage Holding Tanks

8.1.1 The provisions of Part 5 apply, with the necessary modifications, to applications for a permit to construct a sewage holding tank.

8.1.2 The plumbing inspector may refuse to issue a plumbing permit for a sewage holding tank where:
(a) a City sanitary sewer connection will not be available within three years of the date the plumbing permit for the sewage holding tank is issued; or

(b) space is available on the parcel for a sewage disposal system after the maximum building footprint and minimum geotechnical requirements for the building or structure have been established.

8.2 Requirement for Registered Professional

8.2.1 The owner must provide professional design and a field review for a sewage holding tank.

8.2.2 Prior to occupancy of a building or structure served by a sewage holding tank, the registered professional carrying out the professional design and field review in accordance with the provisions of subsection 8.2.1 must submit a letter to the City confirming that:

(a) the field review has been conducted; and

(b) the sewage holding tank substantially complies with the applicable requirements of the building code, Sewage Disposal Regulation, other applicable statutes, and with the plans and supporting documents submitted in support of the application for the plumbing permit for the sewage holding tank.

8.2.3 The owner must submit written confirmation of insurance coverage by the registered professional in the form specified by the City.

8.3 Sewage Holding Tank Design

8.3.1 A sewage holding tank system must:

(a) be used for storage only; and

(b) receive all the sewage generated from the building or structure to which it is connected.

8.3.2 The sewage holding tank design must:

(a) conform to the Sewage Disposal Regulation and any other requirements of the Medical Health Officer; and

(b) be submitted to the plumbing inspector for approval, with the plumbing permit application.

8.4 Sewage Holding Tank Capacities

8.4.1 Sewage flows for any sewage holding tank must:

(a) conform to the Sewage Disposal Regulation; or
(b) where the proposed building or structure is not referenced in the Sewage Disposal Regulation, the estimated daily sewage flow may be calculated using flows deemed appropriate by the plumbing inspector.

8.4.2 The volume of any sewage holding tank must be a minimum of seven times the litres per day indicated in the Sewage Disposal Regulation.

8.5 Technical Requirements

8.5.1 All sewage holding tanks must:

(a) be constructed of reinforced fibreglass or concrete;

(b) have a sloped or rounded bottom to allow for the complete removal of contents;

(c) when installed partially or completely below grade, have a support slab underneath and non-corrosive hold down straps;

(d) have a minimum 50 millimetre vent connected to the top portion of the tank and terminated in accordance with the building code;

(e) maintain ready access to the pump-out opening in all weather conditions;

(f) be located outside any building or structure and in an area accessible to pumping trucks;

(g) be located so as to minimize the impact on adjacent parcels regarding noise and odours associated with pumping; and

(h) have a method acceptable to the plumbing inspector, for determining the effluent level within the sewage holding tank.

8.6 Hauling Contract

8.6.1 Every owner of a parcel served by a sewage holding tank must:

(a) maintain a hauling contract with a licenced pumping contractor which identifies the location for discharge of the contents of the sewage holding tank; and

(b) deposit a copy of the current hauling contract with the City.

8.6.2 A hauling contract must not be modified or cancelled without the prior approval of the plumbing inspector.

8.6.3 The owner and pumping contractor must maintain a log of frequency and volume of pumping and hauling which must be made available to the City upon request.
8.7 Unsanitary Conditions

8.7.1 If the City is made aware that the sewage holding tank system is in an unsanitary condition, and the pumping contractor:

(a) cannot or will not perform the corrective work; or

(b) cannot be contacted,

then the City may arrange for pump-out and clean-up and the costs will be charged to the owner.

8.7.2 If the charges levied under subsection 8.7.1 remain unpaid on December 31 in any year, such charges are to be added to and form part of the taxes payable on the parcel as taxes in arrears.

8.8 Indemnity and Insurance

8.8.1 The owner of a parcel served by a sewage holding tank must:

(a) indemnify the City from any loss or damage caused directly or indirectly by the installation, operation or maintenance of the sewage holding tank; and

(b) maintain adequate insurance coverage for this indemnity.

8.8.2 The insurance required under subsection 8.8.1 must be endorsed to add the City as an additional named insured and contain a provision requiring that at least 30 days’ notice be given to the City prior to cancellation or expiry.

8.9 Covenant

8.9.1 For every sewage holding tank system installation, a covenant must be registered against the title to the parcel in question in accordance with Section 219 of the Land Title Act stating that:

(a) the owner will maintain a hauling contract with a licenced pumping contractor at all times and deposit a copy of the current contract with the City;

(b) if the City is made aware that the sewage holding tank system is in an unsanitary condition and the pumping contractor:

(i) cannot or will not perform the corrective work; or

(ii) cannot be contacted,

the City may arrange for pump-out and clean-up and the costs will be charged to the owner and added to and form part of the taxes payable on the parcel as taxes in arrears, if such charges remain unpaid on December 31 in any year; and
(c) the owner will indemnify the City from any loss or damage caused directly or indirectly by the installation, operation or maintenance of the sewage holding tank and maintain adequate insurance coverage for this indemnity, such insurance to be endorsed to add the City as an additional named insured and contain a provision requiring that at least 30 days’ notice be given to the City prior to cancellation or expiry.

8.10 Prohibitions

8.10.1 An owner must not:

(a) connect roof downspouts, exterior foundation drains, drains or other sources of surface run-off or groundwater to a building sewer or building drain which is connected, directly or indirectly, to a sewage holding tank;

(b) modify, expand, or otherwise alter a sewage holding tank system without prior approval of the plumbing inspector;

(c) install any form of bypass or overflow, either temporary or permanent, of a sewage holding tank; or

(d) cause or permit an unsanitary condition to exist.

8.10.2 A person must not wilfully or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment which is part of any sewage holding tank system.

PART NINE: SWIMMING POOLS

9.1 Siting, Fencing and Access Requirements

9.1.1 A swimming pool, unless contained within a building or structure, must:

(a) be located a minimum of 1.2 metres from the parcel line of such building or structure; and

(b) be enclosed by a fence which:

(i) in the opinion of the building inspector, does not facilitate climbing;

(ii) has a minimum height of 1.2 metres;

(iii) has no openings greater than 100 millimetres at their least dimension; and

(iv) can be accessed only through a self-closing 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 side.
9.2 **Access to Other Types of Pools**

9.2.1 Other types of pools, used or intended to be used for swimming, bathing, wading or diving which are exempt from the definition of **swimming pool**, must:

(a) be enclosed by a fence which complies with the requirements of clause (b) of subsection 9.1.1; or

(b) be otherwise secured to prevent access by unauthorized persons.

9.2.2 Any access through a fence referred to in subsection 9.2.1 must be through a self-closing gate which complies with the requirements of clause (b)(iv) of subsection 9.1.1.

**PART TEN: ENERGY STEP CODE**

10.1 **Energy Step Code Requirements**

10.1.1 Part 3 and Part 9 buildings and structures must be designed and constructed in compliance with the applicable step of the **energy step code**, as set out in the schedule below:

<table>
<thead>
<tr>
<th>Building Type</th>
<th>Building permit application filed on or after September 1, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Buildings subject to Part 9 of the Building Code</strong></td>
<td></td>
</tr>
<tr>
<td>Townhomes and apartments</td>
<td>Step 3</td>
</tr>
<tr>
<td>Single family, duplex and other dwelling units</td>
<td>Step 1</td>
</tr>
<tr>
<td><strong>Buildings subject to Part 3 of the Building Code</strong></td>
<td></td>
</tr>
<tr>
<td>Group C Residential occupancies greater than 6 stories or non-combustible construction (not including hotel and motel occupancies)</td>
<td>Step 3 OR Step 2 for buildings that implement a low carbon building energy system.</td>
</tr>
<tr>
<td>Group C Residential occupancies 6 stories or less and combustible construction (not including hotel and motel occupancies)</td>
<td>Step 3</td>
</tr>
<tr>
<td>Group D Business and personal services occupancies or Group E mercantile occupancies</td>
<td>Step 2</td>
</tr>
</tbody>
</table>

10.1.2 For a Part 9 building or structure that is designed in compliance with the applicable step of the energy step code but where the constructed building or structure does not meet the performance requirements of the applicable step of the energy step code, after all reasonable mitigation measures are
implemented to the satisfaction of the building inspector, the building inspector may issue an inspection notice for provisional occupancy, or final, of the building or structure if it is constructed in compliance with alternative energy efficiency performance or prescriptive requirements set out in the building code for Part 9 construction, as applicable.

10.2 Requirement for Energy Advisor

10.2.1 With respect to a building permit for a building or structure that falls within the scope of Part 9 of the building code, the owner must provide, to the satisfaction of the building inspector, the all the materials and documentation required by the energy step code, prepared and signed by an energy advisor, and such other reports and materials as required by the building inspector.

10.2.2 The energy advisor, providing the required materials and documentation set out in the energy step code, must provide evidence to the building inspector that he or she is an energy advisor registered and in good standing with Natural Resources Canada in accordance with the EnerGuide Rating System Administrative Procedures and adheres to the technical standards and procedures of the ERS.

10.2.3 Prior to:

(a) the issuance of a building permit; and

(b) the provisional occupancy of a building or structure,

in respect of which a building inspector has required the materials and documentation set out in the energy step code, the owner must submit written confirmation of insurance coverage of the energy advisor in the form specified by the City.

10.2.4 For certainty, and notwithstanding section 10.2.1 above, where a registered professional is required under section 5.13.1 of this bylaw, in respect of a building permit for a building or structure that falls within the scope of Part 3 or Part 9 of the building code, the professional design and field review shall include the materials and documentation required by applicable step of the energy step code, and such other reports and materials as required by the building inspector.

PART ELEVEN: DELAYED DEMOLITIONS

11.1 Demolition Agreement

11.1.1 Where an owner wishes to continue to use an existing dwelling as a residence while constructing another dwelling on the same parcel, the owner must, prior to issuance of the building permit, provide an undertaking to the City to do the following upon completion of the new dwelling:

(a) remove the existing dwelling; or
(b) convert the existing dwelling to a non-residential use to the satisfaction of the building inspector.

11.1.2 The undertaking referred to in subsection 11.1.1 must be registered in the form of a covenant in favour of the City against the title to the parcel under the Land Title Act.

PART TWELVE: BUILDING MOVE

12.1 Building Permit Application and Fee

12.1.1 A building or structure must not be moved into or within the City without the owner obtaining a building permit and paying the applicable building move inspection fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

12.1.2 Salvage for reuse of building materials from an existing building or structure that is to be demolished requires a building permit. In addition to any other conditions prescribed by this bylaw, the issuance of such a building permit will require the applicant to satisfy the same conditions as those required for a building permit for demolition, and to submit a certificate, in the form prescribed by the building inspector, confirming that all hazardous materials have been removed from the building or structure. The amount of salvaged material will be considered as contributing to the required recycled content as required by the Demolition Waste and Recyclable Materials Bylaw 9516.

PART THIRTEEN: INSPECTIONS

13.1 Inspection Schedule – Buildings and Structures

13.1.1 The owner must obtain an inspection of the construction after each of the following:

(a) forms for the footings and foundations are complete, but prior to the placing of concrete;

(b) forms for the floor slab, vapour barrier, perimeter insulation on inside of concrete foundation walls, reinforcing steel, heating ductwork or pipes for radiant heat are complete, but prior to the placing of concrete; plumbing located below the finished slab level must be inspected and approved prior to this inspection;

(c) all exterior doors, windows and roof membrane are completed, including the installation of flashing, but prior to installation of sheathing paper or exterior finish which would conceal such work;

(d) framing, fire stopping, bracing, chimney and duct-work, rough wiring, gas venting, and rough plumbing, but before the insulation, lath or other interior finish is applied which would conceal such work;

(e) the insulation and the vapour barrier are in place, but prior to the concealing of such work; and
13.1.2 The building inspector will only carry out inspections under subsection 13.1.1:

(a) in the order specified in clauses (a) to (f) inclusive of subsection 13.1.1; and

(b) where the owner has requested such inspections.

13.2 Inspection Schedule – Sewage Holding Tank

13.2.1 With respect to construction of a sewage holding tank, the owner must obtain an inspection after:

(a) the concrete base and sewage holding tank, including hold down straps, are in place and the inlet pipes have been installed, but prior to backfill; and

(b) backfill has been completed and the pump out access and level indicator have been installed.

13.3 Inspection Schedule – Gas Work

13.3.1 The owner must obtain an inspection of gas work after each of the following:

(a) gas vents and all required fire stopping have been installed, but before the insulation, lath or interior finish is applied which would conceal such work;

(b) (i) gas piping for commercial or multiple unit residential buildings, including townhouse units, and underground piping are complete;

(ii) all required banding identification has been provided; and

(iii) a visual air test has been conducted, but prior to concealing such work;

(c) gas piping for one-family dwellings, excluding underground piping, are complete and:

(i) a visual air test has been conducted; or

(ii) an Air Test Certificate, PG-19 current edition, has been submitted, but prior to occupancy;

(d) all new and replacement gas appliances, such as hot water tanks, furnaces, boilers, ranges and fireplaces have been installed and are operating, but prior to occupancy; and
(e) all gas work, other than that specified in clauses (c) and (d), has been completed, but prior to occupancy.

13.3.2 The gas inspector will only carry out inspections under subsection 13.3.1:

(a) in the order specified in clauses (a) to (e) inclusive of subsection 13.3.1; and

(b) where the owner has requested such inspections.

13.4 Inspection Schedule – Plumbing

13.4.1 The owner must obtain an inspection of the plumbing after each of the following:

(a) water/firemain, sanitary sewer and storm sewer piping, where applicable, including all bedding material, are complete and the water test is ready, but prior to covering such work;

(b) drainage, venting or water distribution system piping are complete and the water test is ready, but prior to concealing such work; and

(c) all plumbing in the building or structure has been completed and the building or structure is ready for occupancy, but prior to occupancy.

13.4.2 The plumbing inspector will only carry inspections under subsection 13.4.1:

(a) in the order specified in clauses (b) and (c) of subsection 13.4.1; and

(b) where the owner has requested inspections as specified in subsection 13.4.1.

13.5 Inspection Schedule – Potable Water Backflow Preventer

13.5.1 The owner of a parcel having a backflow preventer is required to have the backflow preventer tested annually commencing on the date of the final inspection for the device, issued by the plumbing inspector.

13.5.2 The annual test required under the provisions of subsection 13.5.1 must be undertaken by a certified tester and the test results, bearing a City issued decal, must be submitted to the plumbing inspector.

13.5.3 The certified tester must pay the applicable fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 and obtain the City issued decal.

13.6 Inspection Requests

13.6.1 The owner must give at least 24 hours’ notice to the building inspector, gas inspector, or plumbing inspector in order to obtain a building inspection, gas work inspection, or plumbing inspection, respectively.
13.7 Provisional Occupancy and Provisional Plumbing Compliance

13.7.1 The building inspector may issue an inspection notice for provisional occupancy for part of a building or structure, other than a building or structure used or intended to be used as a one-family dwelling or two-family dwelling.

13.7.2 The plumbing inspector may issue an inspection notice for provisional plumbing compliance in support of a provisional occupancy for part of a building or structure.

13.7.3 Before receiving an inspection for:

(a) a provisional occupancy; or
(b) a provisional plumbing compliance,

the owner must pay the applicable site inspection fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

13.7.4 Subject to the provisions of subsection 13.7.5 an inspection notice for provisional occupancy or provisional plumbing compliance expires and is invalid when the construction or plumbing pursuant to the notice has not been issued a final within 90 days of the date the notice was issued.

13.7.5 The building inspector or the plumbing inspector may extend an inspection notice for provisional occupancy or provisional plumbing compliance respectively, for a period of not greater than 90 days from the expiration date of the original notice, provided the notice extension fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 has been paid.

13.8 Stop Work Order

13.8.1 The building inspector, the gas inspector, or the plumbing inspector, may direct the immediate suspension or correction of all or a portion of construction, gas work, or plumbing respectively, by posting a stop work order on the premises where the work in question is not being performed in accordance with the requirements of the building code, the gas code, the plumbing code, this or any other applicable bylaws of the City, or applicable Provincial statutes.

13.8.2 An owner must, within 48 hours of the posting of a stop work order under subsection 13.8.1, secure both:

(a) the building or structure and the parcel surrounding such building or structure;
(b) the gas work and the area surrounding the gas work; or
(c) the plumbing and the area surrounding the plumbing.
whichever is applicable, in compliance with the safety requirements of every applicable statute, regulation or order of the Provincial Government, a Provincial Agency, or the City.

13.8.3 Subject to the provisions of subsection 13.8.2, no work other than required remedial measures may be carried out on a parcel affected by a stop work order referred to in subsection 13.8.1 until the stop work order has been removed by the appropriate inspector.

12.8.4 The stop work order referred to in subsection 13.8.1 must remain posted on the premises until full compliance with the required standards have been achieved.

13.9 Re-Inspections

13.9.1 In addition to the fees referenced under other provisions of this bylaw, the owner must pay the re-inspection fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 where it has been determined by the appropriate inspector that due to non-compliance with the provisions of this bylaw or due to non-complying workmanship, more than two inspections are required for each stage specified for construction in subsection 13.1.1, for gas work in subsection 13.3.1, or for plumbing in subsection 13.4.1.

13.10 Special Inspections and Building Demolition Inspections

13.10.1 Where the owner has applied for:

(a) a special inspection; or

(b) a building or structure demolition inspection,

such owner must pay the special inspection fee or the building demolition inspection fee, whichever is applicable, in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.

13.11 Dangerous Buildings

13.11.1 If a building is found to be dangerous or potentially dangerous due to modifications to the electrical or gas services, or to any structural components, or due to a condition that causes a health hazard or potential health hazard, the Building Inspector may order that:

(a) if the supply of electricity or gas has been disconnected that it must not be reconnected;

(b) the owner must not permit the building to be occupied; and

(c) a City notice indicating that the building is not safe to occupy be affixed, and remain affixed, to the building in a clearly visible location,

until:
(i) the owner has obtained any permits required to carry out the work necessary to bring the building into compliance with the requirements specified in clause (iii), and has paid the applicable permit fees;

(ii) all of the work referred to in clause (i) has been completed and the building has been brought into compliance with the requirements specified in clause (iii); and

(iii) the building has been inspected and approved by the Building Inspector, the Electrical Inspector, the Medical Health Officer and where applicable, the Fire Chief, for compliance with this bylaw, other bylaws of the City, and any provincial statute or regulation relating to building, electrical, gas, health or fire safety, and the owner has paid any costs relating to those inspections, and any initial inspections carried out to ascertain the condition of the building.

13.12 Offences Relating to Dangerous Buildings

13.12.1 A person must not:

(a) remove any notice affixed pursuant to clause (c) of subsection 13.11.1 unless authorized to do so by the building inspector; or

(b) occupy, or permit to be occupied, any building while there is a notice pursuant to clause (c) of subsection 13.11.1 affixed to the said building.

PART FOURTEEN: MISCELLANEOUS PROVISIONS

14.1 Responsibility of the Owner - General

14.1.1 It is the responsibility of the owner to carry out or have carried out construction, gas work, and plumbing in substantial accordance with the requirements of the building code, the gas code, and the plumbing code respectively, as well as this and any other applicable bylaws of the City, and applicable Provincial statutes.

14.1.2 The issuance of a building permit, a gas permit, or a plumbing permit, the review of plans and supporting documents, or inspections made by a building inspector, a gas inspector, a plumbing inspector, or a registered professional, do not relieve the owner, or an agent, from the responsibility specified in subsection 14.1.1.

14.2 Responsibility of the Owner - Plumbing

14.2.1 Every owner must:

(a) where it is proposed to conduct waste from plumbing fixtures, trade waste or surface or roof water to a sanitary sewer or storm sewer:
(i) ensure, by obtaining confirmation from the plumbing inspector, that the sanitary sewer and storm sewer are at a sufficient depth and of a sufficient capacity to receive the discharge; and

(ii) arrange the plumbing to suit the location of the sanitary sewer and storm sewer connections provided for the parcel;

(b) where it is proposed to connect a sanitary sewer or storm sewer with a sanitary sewer or storm sewer extension, deliver to the City, all information required to show that the proposed sewers will be laid at such depth and in such a position as to connect the parcel with the sanitary sewer or storm sewer extension;

(c) not install or use a domestic garburetor in connection with a sanitary waste disposal system other than:

(i) a public sanitary sewer; or

(ii) a private sanitary sewer system having treatment facilities and means of effluent disposal licenced by the Province of British Columbia; and

(d) during construction of a one-family dwelling or a two-family dwelling, connect all rainwater conductors to a City storm drainage system if the system is contiguous to the parcel on which the construction is taking place, by means of a storm drainage system or other means permitted by this bylaw, and the drainage system must extend to the rear parcel line, or a maximum of 46 metres from the front parcel line.

14.3 Administrative Directions

14.3.1 Words defining the authority of the building inspector, gas inspector, or plumbing inspector are to be construed as internal administrative directions and not as creating a duty.

14.4 Approval

14.4.1 The word "Approved" on a City document related to a permit, a permit application, or a requirement under this bylaw:

(a) means only that the City has inspected or reviewed for compliance with this bylaw; and

(b) does not mean, signify or imply that the City has confirmed, sanctioned or approved the design or construction.

PART FIFTEEN: OFFENCES AND PENALTIES

15.1 Any person who:

(a) violates or who causes or allows any of the provisions of this bylaw to be violated;
(b) fails to comply with any of the provisions of this, or any other bylaw or applicable statute;

(c) neglects or refrains from doing anything required under the provisions of this bylaw; or

(d) makes any false or misleading statement in connection with this bylaw,

is deemed to have committed an infraction of, or an offence against, this bylaw, and is liable on summary conviction to a penalty of not more that $10,000 in addition to the costs of the prosecution, and each day that such violation is caused or allowed to continue constitutes a separate offence.

15.2 For the purposes of subsection 5.1.1, the owner is deemed to have knowledge of and be liable under this bylaw for:

(a) any construction, gas work, or plumbing; and

(b) any change in the use, occupancy or both of a building or structure on the parcel the owner owns.

15.3 A person is not deemed liable under section 15.2 if such person establishes, on a balance of probabilities, that the construction, gas work or plumbing, or change of use or occupancy, occurred before such person became the owner of the parcel.

15.4 Nothing in section 15.3 affects:

(a) the City's right to require, and the owner's obligation to obtain, a building permit, a gas permit, or a plumbing permit; and

(b) the obligation of the owner to comply with this bylaw.

PART SIXTEEN: INTERPRETATION

16.1 In this bylaw:

AGENT means a person representing the owner by written consent.

APARTMENT means apartment housing as defined in the zoning bylaw.

BACKFLOW PREVENTER means a device or a method which prevents backflow in a water system and which prevents a potable water cross connection.
**BASEMENT**

means a storey located beneath the first full storey of a **building** or **structure**, such first full storey having a floor level of not more than 2 metres above grade.

**BUILDING**

means a **structure** or portion of a **structure**, including foundations and supporting **structures** for equipment or machinery or both, which is used or intended to be used for supporting or sheltering a **use**, **occupancy**, persons, animals, or property.

**BUILDING CODE**

means the current edition of the British Columbia Building Code established by regulation under the *Local Government Act*.

**BUILDING DRAIN**

means that part of the lowest horizontal piping that conducts **sewage**, clear water waste or **storm water** to a **building sewer**.

**BUILDING INSPECTOR**

means the Manager, Building Approvals Department or those positions or persons designated by **Council** to act under this bylaw in the place of the manager.

**BUILDING PERMIT**

means permission or authorization in writing by the **building inspector** under this bylaw to perform **construction** regulated by this bylaw.

**BUILDING SEWER**

means a pipe that connects a **building drain** to a **public sewer** or private **sewage disposal system** or **sewage holding tank**.

**BUSINESS AND PERSONAL SERVICES OCCUPANCY**

means a business and personal services occupancy as defined in the **building code**.

**CERTIFIED TESTER**

means the holder of a Certificate of Competency as recognized by the American Water Works Association, BC Section, as a Certified Cross Connection Control Active Tester or Specialist.

**CITY**

means the City of Richmond and includes the land, air space and surface of water which comprise the City of Richmond.
CONSTRUCT/CONSTRUCTION means to build, erect, install, repair, alter, add, enlarge, move, locate, relocate, reconstruct, demolish, remove, excavate or shore.

COMBUSTIBLE CONSTRUCTION means combustible construction as defined in the building code.

COUNCIL means the Council of the City.

CROSS CONNECTION means any actual or potential physical connection between a potable water line and any pipe, vessel, or machine containing a non-potable fluid or has the possibility of containing a non-potable fluid, solid or gas, such that it is possible for the non-potable fluid, solid or gas to enter the water system by backflow.

DRAINAGE SYSTEM means an assembly of pipes, fittings, fixtures, traps and appurtenances which is used to convey sewage, clear water waste or storm water to a public sewer or a private sewage disposal system.

DUPLEX means two-unit housing as defined in the zoning bylaw.

DWELLING UNIT means a dwelling or dwelling unit as defined in the building code.

ELECTRICAL INSPECTOR means the electrical inspector as defined in the Electrical Safety Act.
**EMERGENCY VEHICLE ACCESS** means a highway or private street approved under the Condominium Act having:

(a) a maintained minimum width of 6 metres of sufficient strength to carry a fire truck of 9 tonnes single-axle loading, and

(b) ditches or storm sewers for required drainage, and for which a crossing can be approved to serve the building or structure in question, and includes a secondary access such as a lane serving real property in respect of which access is not permitted from another highway.

**ENERGY ADVISOR** means a person is registered as an energy advisor, and in good standing, with Natural Resources Canada, and who conducts EnerGuide home evaluations on behalf of service organizations licenced by Natural Resources Canada.

**ENERGY STEP CODE** means the requirements set out in Sections 10.2.3 and 9.36.6 of the building code, and includes Step 1, Step 2, Step 3, Step 4 and Step 5.

**EQUIVALENT** means a method, assembly or material that satisfies one or more of the requirements of the building code and is submitted to the building inspector under Section 2.5, Equivalents of the Building Code.

**FENCE** means a structure bounding an area of land designed to limit access to or from the area or to screen the area from view.
FIELD REVIEW means a review of the work:

(a) at a project site of a development to which a building permit relates, and

(b) where applicable, at fabrication locations where building components are fabricated for use at the project site,

by a registered professional to ascertain whether the work substantially complies in all material respects with the plans and supporting documents for which the building permit was issued, which were prepared by the registered professional.

FIRE CHIEF means the Fire Chief of the City or his designate.

GAS means natural or manufactured or mixed gas, but does not include undiluted, liquefied petroleum gas.

GAS CODE means the current edition of the Natural Gas and Propane Installation Code established by regulation under the Gas Safety Act.

GAS FITTER means a person holding a gas fitter’s licence under the Gas Safety Act.

GAS INSPECTOR means the local inspector as defined in the Gas Safety Act.

GAS PERMIT means permission or authorization in writing by the gas inspector under this bylaw to perform gas work regulated by this bylaw.

GAS VENT/GAS VENTING means a conduit or passageway for conveying the products of combustion from a gas appliance to the outer air.

GAS WORK means installing, altering or repairing appliances or other piping, fittings and accessories of any kind, including gas vents using gas.
| **GROUP C RESIDENTIAL OCCUPANCY** | means a residential occupancy as defined in the building code. |
| **GROUP D BUSINESS AND PERSONAL SERVICE OCCUPANCIES** | means business and personal services occupancies as defined in the building code |
| **GROUP E MERCANTILE OCCUPANCY** | means a mercantile occupancy as defined in the building code. |
| **HAULING CONTRACT** | means a contract with a pumping contractor for removing contents from a sewage holding tank and transporting same to a sewage treatment facility. |
| **HIGHWAY** | includes a street, road, land, bridge, viaduct and any other way open to public use, but does not include a private right-of-way on private property. |
| **LOW CARBON BUILDING ENERGY SYSTEM** | means a building’s space heating, cooling and domestic hot water heating mechanical system that is supplied energy through: |
| | a) a connection to a City owned district energy utility system; or |
| | b) on-site energy supply equipment designed to meet a minimum 70% of the building’s annual heating, cooling and domestic hot water energy demand from a renewable energy source, approved by the City’s Director of Engineering. Applicable renewable energy source technologies include, but are not limited to, air and ground source heat pump systems, waste heat recovery systems, solar collectors, or other systems as approved by the City’s Director of Engineering. The building’s energy system must be designed and constructed such that it is ready to connect to a future City owned district energy utility system. |
**MEDICAL HEALTH OFFICER** means the Medical Health Officer appointed under the *Health Act*, or his designate, to act within the limits of the jurisdiction of any local board, or within any health district.

**NON-COMBUSTIBLE CONSTRUCTION** means non-combustible construction as defined in the building code.

**OCCUPANCY** means the occupancy classification referenced in the building code.

**ONE-FAMILY DWELLING** means a detached building or structure used exclusively for residential purposes, containing one dwelling unit only.
OWNER means the registered owner of an estate in fee simple and includes:

(a) the tenant for life under a registered life estate;

(b) the registered holder of the last registered agreement for sale;

(c) the holder or occupier of land held in the manner mentioned in Sections 356 and 357 of the Local Government Act;

(d) an Indian who is an owner under the letters patent of a municipality, incorporated under Section 12 of the Local Government Act;

(e) a lessee or licensee with authority to build on land;

(f) an occupier, tenant or holder of an interest in respect of the surface of water;

(g) the Province or Canada, or a crown corporation or agency of either of them, if the government, corporation or agency applies for a building permit, a gas permit, or a plumbing permit under this bylaw, in respect of parcel in which it holds an interest; and

(h) an agent.

PARCEL means a lot, block, or other area in which land is held, or into which land is legally subdivided.

PLUMBING means installing, altering or repairing plumbing systems including septic tanks, sewer connections, sprinklers and fire lines.

PLUMBING CODE means the current edition of Part 7 of the British Columbia Building Code established by regulation under the Local Government Act.

PLUMBING INSPECTOR means building inspector.
<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLUMBING PERMIT</td>
<td>means permission or authorization in writing by the plumbing inspector under this bylaw to perform plumbing regulated by this bylaw.</td>
</tr>
<tr>
<td>POTABLE WATER</td>
<td>means water which has been approved for drinking purposes by the Medical Health Officer.</td>
</tr>
<tr>
<td>PROFESSIONAL DESIGN</td>
<td>means the plans and supporting documents bearing the date, seal or stamp, and signature of a registered professional.</td>
</tr>
<tr>
<td>PUBLIC SEWER</td>
<td>means a sewer located within a highway or easement that is installed and maintained by the City, and includes storm sewer and sanitary sewer.</td>
</tr>
<tr>
<td>PUMPING CONTRACTOR</td>
<td>means a person or company hired to remove the contents of sewage holding tanks and transport such contents to a sewage treatment facility.</td>
</tr>
<tr>
<td>REGISTERED PROFESSIONAL</td>
<td>means a person who is registered or licenced to practise:</td>
</tr>
<tr>
<td>(a) as an architect under the Architects Act, or</td>
<td></td>
</tr>
<tr>
<td>(b) as a professional engineer under the Engineers and Geoscientists Act</td>
<td></td>
</tr>
<tr>
<td>REUSE</td>
<td>means the use of previously used building materials for the types of use referenced in the building code.</td>
</tr>
<tr>
<td>SANITARY SEWER</td>
<td>means a pipe or conduit for conveying sewage.</td>
</tr>
<tr>
<td>SEWAGE</td>
<td>means human excretion or the water-carried wastes from drinking, culinary purposes, ablutions, laundering, food processing or ice producing.</td>
</tr>
<tr>
<td>SEWAGE DISPOSAL REGULATION</td>
<td>means the Sewage Disposal Regulation passed pursuant to the Health Act.</td>
</tr>
<tr>
<td>SEWAGE DISPOSAL SYSTEM</td>
<td>means a privately-owned plant for the treatment and disposal of sewage, including a septic tank with an absorption field.</td>
</tr>
</tbody>
</table>
SEWAGE HOLDING TANK means a tank or series of tanks for storing sewage conveyed by a building sewer.

SEWAGE HOLDING TANK means the system for conveying sewage from a building to a sewage holding tank, including the building drain, building sewer, sewage holding tank, and all related components.

SINGLE FAMILY means single detached housing as defined in the zoning bylaw.

SPECIAL INSPECTION means:

(a) an inspection made during the City’s normal business hours at the request of an owner:

(i) to determine whether an unsafe condition exists;

(ii) to be carried out outside the City’s normal inspection hours;

(iii) on a parcel other than on the parcel for which a permit was issued; or

(iv) because of construction techniques not specifically described in the building code; or

(b) a required permit inspection carried out outside of the City’s normal business hours.

STORM SEWER means a sewer that conveys storm water.

STORM WATER means water which is discharged from a surface as the result of rainfall or snowfall.
STRUCTURE means all or part of a construction, whether fixed to, supported by, sunk into, or located in, land, water or airspace, and includes freestanding sign structures over 3.0 m in height and supporting structures for such signs, and includes a sewage holding tank, but excludes landscaping, paving, a fence, or a retaining wall under 1.0 m in height.

SWIMMING 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 surface area exceeding 15 m$^2$ and a depth exceeding 1.0 m, but does not include a structure having its base at or less than 300 mm below grade.

TOWNHOUSE means town housing as defined in the zoning bylaw.”

TWO-FAMILY DWELLING means a detached building or structure used exclusively for residential purposes containing two dwelling units only, which is not readily convertible into additional dwelling units and the plans for which have been filed with the building inspector showing all areas of the building or structure finished, and with the design of the building or structure conforming to one of the following classifications:

(a) each dwelling unit consisting of one storey only, not set upon another storey or upon a basement; or

(b) each dwelling unit consisting of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement; or

(c) each dwelling unit consisting of a split level arrangement of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement.

UNSANITARY CONDITION means seepage, leakage, overflow, or escape of sewage from a sewage holding tank.

USE means the type of use referenced in the building code.
VEHICLE means the interpretation given in the *Motor Vehicle Act* and includes motor vehicle and motorcycle, as defined in that *Act*.

VISUAL AIR TEST means the test required by the C.S.A. Standard, CSA-49.100.

ZONING BYLAW means the current *Zoning Bylaw* of the *City*.

**PART SEVENTEEN: PREVIOUS BYLAW REPEAL**

17.1 Building Bylaw No. 6920 (adopted June 8\(^{th}\), 1998) and Amendment Bylaw No. 7214 (adopted April 9\(^{th}\), 2001) are repealed.

17.2 Gas Fitting Bylaw No. 2236 (adopted July 1\(^{st}\), 1966) and the following amendment bylaws are repealed:

<table>
<thead>
<tr>
<th>AMENDMENT BYLAW</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bylaw 6395</td>
<td>June 13, 1995</td>
</tr>
<tr>
<td>Bylaw 6717</td>
<td>February 24, 1997</td>
</tr>
<tr>
<td>Bylaw 6919</td>
<td>June 8, 1998</td>
</tr>
</tbody>
</table>

17.3 Plumbing Bylaw No. 3078 (adopted December 9, 1974) and the following amendment bylaws are repealed.

<table>
<thead>
<tr>
<th>AMENDMENT BYLAW</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>3798</td>
<td>November 27, 1979</td>
</tr>
<tr>
<td>3864</td>
<td>June 23, 1980</td>
</tr>
<tr>
<td>4037</td>
<td>January 11, 1982</td>
</tr>
<tr>
<td>4152</td>
<td>December 13, 1982</td>
</tr>
<tr>
<td>4256</td>
<td>November 28, 1983</td>
</tr>
<tr>
<td>4555</td>
<td>January 13, 1986</td>
</tr>
<tr>
<td>5884</td>
<td>April 13, 1992</td>
</tr>
<tr>
<td>6394</td>
<td>June 13, 1995</td>
</tr>
<tr>
<td>6718</td>
<td>February 24, 1997</td>
</tr>
<tr>
<td>6918</td>
<td>June 8, 1998</td>
</tr>
</tbody>
</table>

**PART EIGHTEEN: SEVERABILITY & CITATION**

18.1 If any part, section, sub-section, clause, or sub-clause of this bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

18.2 This bylaw is cited as “*Building Regulation Bylaw No. 7230*”.
PART NINETEEN: FEES BYLAW

19.1 The Consolidated Fees Bylaw No. 8636, as may be amended from time to time, applies to this bylaw.