

Good Neighbour Program*

(Construction Intrusion into Communities)



***Homebuilders Association Vancouver and the City of Richmond have created this brochure which recommends what builders should do as “good neighbours” and what neighbours might reasonably expect from a builder working in their area.**

Related City Bylaws

- Construction noise, including demolition is regulated by *Noise Regulation Bylaw 8856*. Provided the day is not a Sunday or Statutory holiday, construction noise not exceeding 85 decibels “dBA” is permitted Monday to Friday from 7:00am to 8:00pm and Saturdays from 10:00am to 8:00pm. Construction noise is permitted on Sundays and Statutory holidays from 10:00am to 6:00pm, but is limited to a residential building or structure, and work must be undertaken personally by the owner or occupier of the premises and must not exceed 85 dBA.
When the combined construction value exceeds \$150,000, construction sign(s) must be posted on the site which includes the permitted hours of work and the contractor’s name and telephone number (see *Bylaw No. 8856* for complete requirements).
Noise exemptions to *Bylaw No. 8856* must be approved by application with the Engineering Inspections Division at 604-276-4014.
 - The City’s *Unsightly Premises Regulation Bylaw 7162* contains requirements for proper clean-up of properties.
 - *Tree Protection Bylaw 8057* regulates the removal and retention of trees 20 cm in diameter or greater located on private property.
 - Subject to the *Local Government Act*, all people doing business in the City such as designers, builders, sub-trades, etc. are required to hold a valid Richmond Business Licence as stated in *Richmond’s Business Licence Bylaw 7360*.
 - Builders and sub-trades should be aware of local parking regulations in the City’s *Traffic Bylaw 5870* and should not block or obstruct private driveways, sidewalks, lanes or streets.
- Other City Bylaws may also apply.

Other Regulations

As well as City bylaws and regulations, construction projects must also conform to other Provincial regulations. The *Workers’ Compensation Act* covers a wide variety of issues, from safety helmets and boots, to property protection, to proper shoring of trenches.

Clean Up and Close Out

Collect and remove construction waste on a regular basis. Prompt clean-up keeps the site from becoming a safety hazard and an eyesore. Regularly clean sidewalks, streets and lanes that have become dirty or muddy from excavation and landscaping activities. Repair any damage done to abutting properties.

Telephone Enquiries

For more information on infill building, please contact:

Homebuilders Association Vancouver

#1011 – 7445 132nd Street
Surrey, BC V3W 1J8 **778-565-4288**
Web: havan.ca

City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1 **604-276-4000**
Web: richmond.ca
Development Permits, Subdivision and Zoning **604-276-4017**
Business Licence..... **604-276-4328**
Fire Department..... **604-278-5131**
WorkSafeBC **604-276-3100**
BC Hydro **1-800-224-9376**
Telus **1-866-558-2273**
Fortis BC **1-800-663-9911**

For urgent matters such as water and sewer problems, road obstructions, downed trees or other problems, call:

Public Works 24hr Enquiries and Emergencies..... **604-270-8721**

For dispersion of rodents during construction, call:

Rodent Abatement and Control Program (24hr Hotline) **604-276-4316**

For building permit enquiries, construction vibration, neighbouring fencing and property line encroachment, and tree protection during construction, call:

Building Approvals **604-276-4118**
Tree Protection Bylaw..... **604-276-4158**
City Street Trees..... **604-244-1208**

For construction activity noise, health hazards related to air, water or sewage disposal problem, unsightly or excessive accumulation of construction debris, and parking enquirers at construction site, call:

Community Bylaws **604-276-4345**

For soil on roadway or sidewalk, pollution impact on drainage ditches or storm sewers, call:

Engineering **604-276-4289**

For after-hours construction activity noise, health hazards related to air and water or sewage disposal problem, call:

RCMP non-emergency line (after hours)..... **604-278-1212**

City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1
richmond.ca

What is Infill Housing?

Infill Housing is the construction of new residential structures in an already established neighbourhood. As Richmond continues to grow and evolve so do its neighbourhoods, and we must protect and enhance the quality of life presently enjoyed by its residents. Neighbourhoods may be impacted by changes that could involve:

- demolition
- construction of larger single-family homes
- multi-plex construction
- townhouse construction
- major additions and renovations to existing homes
- the removal of trees and hedges

Communicating with Neighbours

Well before work starts and prior to any applications for a building permit, minor variance, rezoning or Official Community Plan amendment, an infill builder should advise nearby residents what is being planned, by writing a letter or visiting them personally. When neighbours have full information, they are usually much more supportive and understanding of the project.

In these letters/visits, the builder should give neighbours a sheet with his/her full name, address and phone number. In this way, neighbours can contact the builder immediately if they have concerns, or if there is any emergency.

What Makes a Successful Infill Housing Project?

Good Neighbour Practices

There are eight basic recommended Good Neighbour Practices for builders:

1. Obtain all required permits and approvals.
2. Inform all surrounding neighbours about your plans and what you are doing.
3. Protect the immediate neighbourhood, including trees on and off site.
4. The site must be kept clean at all times.
5. Roads and sidewalks surrounding the site must be clean of mud, gravel, debris, etc.
6. Respect hours of work and noise regulations.
7. Do not block driveways. Keep street and lanes passable.
8. Avoid nuisance lights and minimize the impact of external residential lighting on neighbors.

The General Contractor should ensure all his sub-trades comply with City Bylaws and these Good Neighbour Practices.

City Approvals

Builders should consult with City Planning and Building staff well in advance to determine if the project meets all planning requirements. If a proposal does not comply with the current Zoning Bylaw, the site may require:

- rezoning;
 - a minor variance request through the Board of Variance; or
 - a Development Variance permit, each requiring City Council's approval.
- Every infill project must receive City approval (building permit, etc.) before construction starts.
- Generally, soils removal and site preparation does not require a permit.

Development Permits

A Development Permit from the City's Development Applications Division is required for most multi-family residential projects. The process time will vary depending on the planning issues involved.

Demolition Permits

A permit must be obtained from the City's Permits Centre. The builder is to arrange for the safe disconnection of all utilities and the removal of all hazardous materials prior to demolition, and ensure that Part 8 of the BC Building Code titled "Safety Measures at Construction and Demolition Sites" is complied with. Refer to *Demolition Waste and Recyclable Materials Bylaw 9516* for additional requirements.

Dust, noise and debris must be minimized and the work should be undertaken at a time which will not have a negative impact on the harmony of the neighbourhood.

Tree Removal Permits

Tree removal permits should be displayed in a visible location. All trees to be retained should have a prescribed tree protection barrier, clearly marked as "Tree Protection Zone".

Unless a valid tree permit has first been obtained from the City, all existing trees 20cm calliper or greater located on site, all trees located on a neighbouring property within 1.5m of a property line, or any tree located on City property shall be protected with a tree protection barrier (see Bulletin Tree-03). Tree protection barriers are required to be inspected and approved prior to demolition permit issuance.

Building Permits

City staff review construction drawings for compliance with land use, the minimum requirements of the BC Building Code, as well as other applicable bylaws and regulations. The permit site card must be displayed on the site where it is visible from the street.

Protection and Safeguards

Vacant homes waiting for demolition should not be allowed to become an eyesore or a potential fire hazard. Ideally a house should be vacant only for a very short period before being demolished or removed from the site.

Do not damage or disrupt existing neighbourhood services during construction. Prior to excavation or digging, contact electrical, gas, telephone, cable and other utilities for information on underground service locations.

Do not use power or water from neighbouring properties without their consent.

Protect adjacent buildings, landscaping, fences, etc. from construction activities. Use fencing or equivalent measures to protect shrubs. If certain areas are at risk, the builder should work out an acceptable agreement with the affected property owner before starting work.

Care should be taken to secure the project site and building to restrict access by children or pets; do not encroach neighbouring properties nor burn construction wastes on site.

Design with adequate lighting that support safety, visibility and security. Do not emit undesirable illuminating light to minimize negative health and nuisance impacts on surrounding areas.