



## CARIBOO REGIONAL DISTRICT

### BYLAW NO. 4997

**A bylaw of the Cariboo Regional District, in the Province of British Columbia, to regulate the construction, alteration, repair, moving or demolition of buildings and structures.**

**WHEREAS**, Section 298 of the *Local Government Act* authorizes the Cariboo Regional District, for the health, safety and protection of persons and property to regulate the construction, alteration, repair, or demolition of buildings and structures by bylaw;

**AND WHEREAS**, the Province of British Columbia has adopted a building code to govern standards in respect of the construction, alteration, repair and demolition of buildings in municipalities and regional districts in the Province;

**AND WHEREAS**, it is deemed necessary to provide for the administration of the building code;

**NOW THEREFORE**, the Board of Directors of the Cariboo Regional District, duly assembled in an open meeting, enacts as follows:

#### 1. CITATION

This bylaw may be cited for all purposes as “Cariboo Regional District Building Bylaw No. 4997, 2016.”

#### 2. DEFINITIONS

In this bylaw, the following words and terms have the meanings set out in Division A, Section 1.4 of the current edition of the British Columbia Building Code: *assembly occupancy, building, building area, building height, business and personal services occupancy, care, care occupancy, detention occupancy, constructor, coordinating registered professional, designer, field review, high hazard industrial occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, mercantile occupancy, medium hazard industrial occupancy, occupancy, registered professional, and residential occupancy.*

For the purposes of this bylaw, the following words and expressions are defined, and where the same words and expressions are defined in the *Building Code*, those definitions do not extend to the use of those words and expressions in this bylaw:

“*Agent*” includes a *person* representing the *owner* by written consent and includes a hired tradesman and contractor who may be granted *permits* for work within the limitations of their license.

“*Bona Fide Agricultural Operation*” means an operation classified as a farm by the Assessor under the Assessment Act.

“*Building Code*” means the current edition of the British Columbia Building Code, as amended or re-enacted from time to time.

“*Building Location Survey*” – means a survey plan prepared by a registered BC Land Surveyor, indicating the location of *buildings* or *structures* in relation to the parcel boundaries.

“*Building Official*” includes the Chief Building Official, Building Inspectors, Plan Checkers, Plumbing Inspectors, and Bylaw Enforcement Officers designated by the Cariboo Regional District.

“*Building Permit*” means a *permit* required or issued pursuant to this bylaw.

“*Complex Building*” means:

(a) all *buildings* used for *major occupancies* classified as:

- (i) *assembly occupancies,*
- (ii) *care or detention occupancies,*
- (iii) *high hazard industrial occupancies, and*

(b) all *buildings* exceeding 600 square meters in *building area* or exceeding three storeys in *building height* used for *major occupancies* classified as:

- (i) *residential occupancies,*
- (ii) *business and personal services occupancies,*
- (iii) *mercantile occupancies, and,*
- (iv) *medium and low hazard industrial occupancies.*

“*Construct*” includes to reconstruct, install, repair, alter, add to, demolish, and move and all other matters to which the *Building Regulations* apply.

“*Health and safety aspects*” means design and construction regulated by the British Columbia Building Code as it relates to occupant health and safety.

“*Low human occupancy*” (as applied to farm buildings) means an occupancy having an occupant load of not more than one person per 40m<sup>2</sup> of floor area during normal use.

“*New home*” has the same meaning as in the *Homeowner Protection Act*.

“*Owner*” has the same meaning as in the *Land Title Act*, but includes an *agent*, and refers to the *owner* of a *parcel* for which a *permit* is required or issued under this bylaw.

“*Permit*” means a *permit* required or issued pursuant to this bylaw and includes *permits* for buildings, demolitions, plumbing, building moves, chimneys, fireplaces and fuel burning appliances.

“*Person*” has the same meaning as in the *Interpretation Act*.

“*Plumbing*” means any system or arrangement of one or more pipes, including fittings and appliances attached thereto, in, upon, or about any premises and within the boundaries of the land, installed for the purpose of supplying such premises with hot water for radiant heating purposes, potable water or for the conducting or carrying away of waste water or of rain or surface water, including any required vent pipes and including fire sprinkler systems.

“*Seasonal*” means a period of time not exceeding six (6) months.

“*Site Plan*” means a plan showing the location of the proposed construction, in relation to:

- (a) the *parcel* boundary; and,
- (b) any existing *structures* on the *parcel*.

“*Standard Building*” means a *building* of three storeys or less in *building height*, having a *building area* not exceeding 600 square meters and used for *major occupancies* classified as:

- (a) *residential occupancies*;
- (b) *business and personal services occupancies*;
- (c) *mercantile occupancies*; or
- (d) *medium and low hazard industrial occupancies*.

“*Structure*” means any appurtenance or improvement which is affixed to, supported by or sunk into land or water, but excluding fences, washing line posts, and similar inconsequential items in the opinion of the Building Official.

“*Temporary Building*” means a building, either constructed on-site, off-site, or factory pre-manufactured, that is intended to be placed on a property for a temporary use or purpose not exceeding twenty four (24) months.

“*Zoning Bylaw*” means the Zoning Bylaws and Rural Land Use Bylaws of the Regional District as amended from time to time.

### 3. SERVICE AREAS

This bylaw shall be applicable within:

- (a) the Cariboo Regional District Building Inspection Extended Service Area as established by “Cariboo Regional District Building Inspection Extended Service Establishment Bylaw No. 2326, 1989”, as amended; and
- (b) such other areas within the Cariboo Regional District for which the service of building inspection may be established by bylaw from time to time.

### 4. PURPOSE OF BYLAW

- 4.1 The bylaw shall, notwithstanding any other provision herein, be interpreted in accordance with this section.
- 4.2 This bylaw has been enacted for the purpose of regulating construction within the Cariboo Regional District in the general public interest. The activities undertaken by or on behalf of the Cariboo Regional District pursuant to this bylaw are for the sole purpose of providing a limited and interim spot checking function for reason of health, safety and the protection of persons and property. It is not contemplated nor intended, nor does the purpose of this bylaw extend:
  - 4.2.1 to the protection of *owners*, *owner/builders* or *constructors* from economic loss;
  - 4.2.2 to the assumption by the Cariboo Regional District or any *Building Official* of any responsibility for ensuring the compliance by any *owner*, his or her representatives or any employees, *constructors* or *designers* retained by him or her, with the *Building Code*, the requirements of this bylaw or other applicable enactments respecting safety;
  - 4.2.3 to providing any person a warranty of design or workmanship with

respect to any *building* or *structure* for which a *building permit* is issued under this bylaw;

4.2.4 to providing a warranty or assurance that construction undertaken pursuant to *building permits* issued by the Cariboo Regional District is free from latent, or any defects; or

4.2.5 to the assumption by the Cariboo Regional District or any *Building Official* of any responsibility for ensuring that any construction will be geotechnically sound and will not be subject to flooding, mud flows, debris flows, debris torrents, erosion, land slip, rockfalls, subsidence or avalanche or other geohazards.

## 5. PERMIT CONDITIONS

5.1 A *permit* is required whenever work regulated under this bylaw is to be undertaken.

5.2 Neither the issuance of a *permit* under this bylaw nor the acceptance or review of plans, drawings or supporting documents, nor any inspections made by or on behalf of the Cariboo Regional District shall in any way relieve the *owner* or his or her representatives from full and sole responsibility to perform the work in strict accordance with this bylaw, the *Building Code* and/or other applicable enactments respecting safety.

5.3 It shall be the full and sole responsibility of the *owner* (and where the *owner* is acting through an *agent*, the *agent*) to carry out the work in respect of which the *permit* was issued in compliance with the *Building Code* and this bylaw and other applicable enactments respecting safety.

5.4 Neither the issuance of a *permit* under this bylaw nor the acceptance or review of plans, drawings or specifications or supporting documents, nor any inspections made by or on behalf of the Cariboo Regional District constitute in any way a representation, warranty, assurance or statement that the *Building Code*, this bylaw or other applicable enactments respecting safety have been complied with.

5.5 No *person* shall rely upon any *permit* as establishing compliance with this bylaw or assume or conclude that this bylaw has been administered or enforced according to its terms. The person to whom the *building permit* is issued and his or her *agents(s)* are responsible for making such determination.

## 6. SCOPE AND EXEMPTIONS

- 6.1 This bylaw applies to the design, construction and *occupancy* of new *buildings*, *plumbing*, and the alteration, reconstruction, demolition, removal, relocation and *occupancy* of existing *buildings* and *plumbing*.
- 6.2 In addition to the exemptions specified in Division A, Sentence 1.1.1.1.(2) of the *Building Code*, this bylaw does not apply to:
- (a) Single-storey storage, garden sheds and other accessory buildings not exceeding 20 m<sup>2</sup> in floor area;
  - (b) Factory pre-manufactured residential ancillary buildings not exceeding 55 m<sup>2</sup> in area and one storey in height, if erected for *seasonal* use only;
  - (c) Recreational vehicles such as trailers, campers or motor homes, including Park Model Trailers complying with CAN/CSA Z241, used for temporary accommodation for recreation or vacation purposes only;
  - (d) *Low-human occupancy* farm buildings less than 600 m<sup>2</sup> in building area, when situated on land used for a *Bona Fide Agricultural Operation*;
  - (e) Minor alterations or repairs valued at up to \$25,000 only if not creating new rooms or spaces in a building, if non-structural and not related to *plumbing* or foundation perimeter drains;
  - (f) Re-roofing or replacing exterior cladding unless structural repairs are required, or insulation is also being replaced or upgraded;
  - (g) Unroofed decks attached to or adjacent to residential occupancies if the deck surface is 600 mm or less above the adjacent ground level;
  - (h) *Structures* other than *buildings*, unless attached to a *building*; and
  - (i) Repair or replacement of a *plumbing* fixture, valve or faucet, clearing of stoppages, or the repair of leaks.

## 7. PROHIBITIONS

- 7.1 No *person* shall, unless exempted by this bylaw or any other enactment, commence or continue to *construct* a *building* or *structure* or *construct*, install or move a *temporary building* without obtaining a *permit* for that purpose from the *Building Official* prior to commencing construction and without holding a valid and subsisting *permit* for the construction during the carrying out of the construction. For the purposes of this bylaw, a *building* or *structure* shall be deemed to be under construction until a final inspection is approved by the *Building Official*.

- 7.2 No *person* shall, unless exempted by this bylaw or any other enactment, commence or continue the connection, installation, repair or alteration of *plumbing*, sewers, drains, tanks, pumps and similar works without obtaining a *permit* for that purpose from the *Building Official* prior to commencing the work, and without holding a *permit* for the work during the carrying out of the work.
- 7.3 No *person* shall occupy, use, or allow the occupancy or use of any *building* or part thereof contrary to the terms of this bylaw or any *permit*, notice, certificate, or decision given or posted by the *Building Official*.
- 7.4 No *person* shall interfere with or obstruct the entry of the *Building Official* or his representatives authorized under this bylaw who are acting in the conduct of administration and enforcement of this bylaw.
- 7.5 No *person* shall submit false or misleading information in relation to an application for a *permit* under this bylaw.
- 7.6 No *person* shall, unless authorized in writing by the *Building Official*, alter, reverse, deface, cover, remove or in any way tamper with any notice, *permit* or certificate posted pursuant to the provisions of this bylaw.
- 7.7 No *person* shall do any work that is at variance with the description, plans and specifications for the *building*, which have been authorized by the *Building Official* and for which a *permit* has been issued, unless the variance has first been authorized in writing by the *Building Official*.
- 7.8 No *person* shall continue to do any work upon a *building* or any portion of it after the *Building Official* has ordered cessation of work on it or has ordered the suspension of any portion of construction of it.
- 7.9 No *person* shall do any work or carry out any construction contrary to this bylaw or the *Building Code*.
- 7.10 No *person* shall repair a *building* damaged by fire, decay, storm or otherwise to an extent greater than 75% of its assessed value above its foundations as determined by the *Building Official* unless the *health and safety aspects* of the entire *building* or *structure* are made to comply with the *Building Code* subject to the provisions of this bylaw.
- 7.11 For *buildings* other than single-family residential, and residential ancillary *buildings*, use or occupancy of a *building* shall not take place prior to approval of a final inspection unless approved by the *Building Official* in writing, and the *building* complies with the health and safety requirements of the *Building Code*, the bylaws or any other statute applicable for the occupancy of the *building*.

## 8. BUILDING OFFICIALS

8.1 Each *Building Official* may:

8.1.1 administer this bylaw;

8.1.2 keep records of *permit* applications, *permits*, notices and orders issued, inspections and tests made, and shall retain copies of all documents related to the administration of this bylaw on paper or any other format that the *Building Official* deems appropriate; and

8.1.3 establish, if requested to do so, whether the methods or types of construction and types of materials used in the construction of a *building* or *structure* for which a *permit* is sought under this bylaw substantially conform to the requirements of the *Building Code*.

8.2 A *Building Official*:

8.2.1 may enter any land, *building*, *structure*, or premises at any reasonable time for the purpose of ascertaining that the terms of this bylaw are being observed;

8.2.2 where any residence is occupied, shall obtain the consent of the occupant or provide written notice to the occupant 24 hours in advance of entry; and

8.2.3 shall carry proper credentials confirming his or her status as a *Building Official*.

8.3 A *Building Official* may:

8.3.1 order the correction of any work that is being or has been done in contravention of this bylaw;

8.3.2 issue a stop work order where a project or a portion of a project is proceeding in contravention of this bylaw or the *Zoning Bylaw*;

8.3.3 refuse to issue a *permit* where the information submitted is inadequate;

8.3.4 refuse to issue a *permit* that would authorize a project or use that would not conform with this bylaw, the *Zoning Bylaw*, or any other bylaw of the Cariboo Regional District;

8.3.5 determine the valuation of a project in accordance with Schedule “A” of this bylaw;



- 8.3.6 require an applicant for a *permit* to provide a title search and copies of any covenants and statutory right-of-ways listed on a title search;
- 8.3.7 require an applicant for a *permit* or a person who has a valid *permit* to obtain a statement or document from a *Registered Professional* certifying that a portion or all of a project conforms with the requirements of this bylaw and good engineering practice; and
- 8.3.8 rely on the written, signed statement of compliance or document of a *Registered Professional* for all or any portion of a project as assurance that the project or portion of the project conforms to this bylaw and the *Building Code*.

## 9. APPLICATIONS

- 9.1 Every *person* shall apply for and obtain:
  - 9.1.1 a *building permit* before constructing, repairing or altering a *building* or *structure*;
  - 9.1.2 a moving *permit* before moving a *building* or *structure*;
  - 9.1.3 a demolition *permit* before demolishing a *building* or *structure*;
  - 9.1.4 a plumbing *permit* before installing or altering any plumbing; and
  - 9.1.5 a fireplace and chimney *permit* prior to the construction of a masonry fireplace or the installation of a wood burning appliance or chimney.
- 9.2 Applications for moving, demolition, plumbing, and solid fuel burning appliances and chimneys shall be in the form prescribed by the *Building Official*.
- 9.3 All plans submitted with *permit* applications shall bear the name and address of the *designer* of the *building*.
- 9.4 Each *building* to be constructed on a site requires a separate *building permit* and shall be assessed a separate *building permit* fee based on the value of that *building* as determined in accordance with Schedule A to this bylaw.

## 10. APPLICATIONS FOR COMPLEX BUILDINGS

10.1 An application for a *building permit* with respect to a *complex building* shall:

10.1.1 be made in the form prescribed by the *Building Official*, signed by the *owner*, or a signing officer if the *owner* is a corporation;

10.1.2 where required by the *Building Official*, be accompanied by the *owner's* acknowledgment of responsibility and undertakings made in the form attached as Form "A" to this bylaw, signed by the *owner*, or a signing officer if the *owner* is a corporation;

10.1.3 include a copy of a title search made within thirty (30) days of the date of the application;

10.1.4 include two copies of a site plan showing:

10.1.4.1 the bearing and dimensions of the parcel taken from the registered subdivision plan;

10.1.4.2 the legal description and civic address of the parcel;

10.1.4.3 the location and dimensions of all statutory rights of way, easements and setback requirements;

10.1.4.4 the location and dimensions of all existing and proposed *buildings* or *structures* on the parcel;

10.1.4.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse where the Cariboo Regional District's land use regulations establish siting requirements related to flooding;

10.1.4.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of the underside of the floor system of a *building* where the Cariboo Regional District's land use regulations establish siting requirements related to minimum floor elevation;

10.1.4.7 the location, dimension and gradient of parking and driveway access;

10.1.4.8 the *Building Official* may require the site plan to be prepared by a BC Land Surveyor ; and

10.1.4.9 the *Building Official* may waive the requirements for a site plan, in whole or in part, where the *permit* is sought for the repair or alteration of an existing *building*.

10.1.5 be accompanied by two sets of *building* plans at a suitable scale prepared by each *registered professional* showing that the development will comply with the *Building Code*, Cariboo Regional District bylaws and any covenants and statutory rights of way in favour of the Regional District, and that:

10.1.5.1 include floor plans showing the dimensions and uses of all areas: the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; plumbing fixtures; structural elements; and stair dimensions;

10.1.5.2 include a cross section through the *building* illustrating foundations, drainage, ceiling heights and construction systems;

10.1.5.3 include elevations of all sides of the *building* showing finish details, roof slopes, windows, doors, and finished grade;

10.1.5.4 include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the *building* substantially conforms to the *Building Code*;

10.1.5.5 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 approval;

10.1.5.6 include a completed, signed and sealed *Building Code* analysis in a form prescribed by the *Building Official*;

10.1.5.7 include a letter of assurance in the form of Schedule A as referred to in Division C, Subsection 2.2.7. of the *Building Code*, signed by the *owner*, or a signing officer of the *owner* if the *owner* is a corporation, and the *coordinating registered professional*; and

10.1.5.8 include letters of assurance in the form of Schedule B as referred to in Division C, Subsection 2.2.7. 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*.

10.1.6 The *Building Official* may waive requirements of this section in whole or in part, where the permit is sought for a project of limited scope.

- 10.2 In addition to the requirements of section 10.1, the following may be required by a *Building Official* to be submitted with a *building permit* application for the construction of a *complex building* where the complexity of the proposed *building* or siting circumstances warrant:
- 10.2.1 site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a *registered professional*;
  - 10.2.2 a section through the site showing grades, *buildings*, *structures*, parking areas and driveways; and
  - 10.2.3 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*.

## 11. APPLICATIONS FOR STANDARD BUILDINGS

- 11.1 An application for a *building permit* with respect to a *standard building* shall:
- 11.1.1 be made in the form prescribed by the *Building Official*, signed by the *owner*, or a signing officer if the *owner* is a corporation;
  - 11.1.2 where required by the *Building Official*, be accompanied by the *owner's* acknowledgment of responsibility and undertakings made in the form attached as Form "A" to this bylaw, signed by the *owner*, or a signing officer if the *owner* is a corporation;
  - 11.1.3 include a copy of a title search made within thirty (30) days of the date of the application;
  - 11.1.4 include two copies of a site plan showing:
    - 11.1.4.1 the bearing and dimensions of the parcel taken from the registered subdivision plan;
    - 11.1.4.2 the legal description and civic address of the parcel;
    - 11.1.4.3 the location and dimensions of all statutory rights of way, easements and setback requirements;
    - 11.1.4.4 the location and dimensions of all existing and proposed *buildings* or *structures* on the parcel;

- 11.1.4.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse where the Cariboo Regional District's land use regulations establish siting requirements related to flooding;
  - 11.1.4.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of the underside of the floor system of a *building* or *structure* where the Cariboo Regional District's land use regulations establish siting requirements related to minimum floor elevation;
  - 11.1.4.7 the location, dimension and gradient of parking and driveway access;
  - 11.1.4.8 the *Building Official* may require the site plan to be prepared by a BC Land Surveyor; and
  - 11.1.4.9 the *Building Official* may waive the requirements for a site plan, in whole or in part, where the *permit* is sought for the repair or alteration of an existing *building* or *structure*.
- 11.1.5 be accompanied by two sets of *building* plans drawn to a scale of no less than 1/4" per foot or 1:50 or such other scale as may be acceptable to the *Building Official* showing that the development will comply with the *Building Code*, Cariboo Regional District bylaws and any covenants and statutory rights of way in favour of the Cariboo Regional District, that:
- 11.1.5.1 include floor plans showing the dimensions and uses of all areas; the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; plumbing fixtures; structural elements; and stair dimensions;
  - 11.1.5.2 include a cross section through the *building* illustrating foundations, drainage, ceiling heights and construction systems;
  - 11.1.5.3 include elevations of all sides of the *building* showing finish details, roof slopes, windows, doors, and finished grade;
  - 11.1.5.4 include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the *building* substantially conforms to the *Building Code*; and
  - 11.1.5.5 include a foundation design.

11.1.6 The *Building Official* may waive requirements of this section, in whole or in part, where the *permit* is sought for a project of limited scope.

11.2 In addition to the requirements of section 11.1, the following may be required by a *Building Official* to be submitted with a *building permit* application for the construction of a *standard building* where the complexity of the proposed *building* or siting circumstances warrant:

11.2.1 site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a *registered professional*;

11.2.2 a section through the site showing grades, *buildings*, *structures*, parking areas and driveways;

11.2.3 a roof plan and roof height calculations;

11.2.4 structural, electrical, mechanical or fire suppression drawings prepared and sealed by a *registered professional*; and

11.2.5 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*.

## 12. PROFESSIONAL PLAN CERTIFICATION

12.1 The letters of assurance in the form of Schedules A, B, C-A, & C-B referred to in Division C Subsection 2.2.7. of the *Building Code* and provided pursuant to this bylaw are relied upon by the Cariboo Regional District and its *Building Officials* as certification that the design and plans to which the letters of assurance relate, comply with the *Building Code* and other applicable enactments relating to safety.

12.2 A *building permit* issued for the construction of a *complex building*, or for a *standard building* for which a *Building Official* required professional design pursuant to this bylaw shall include a notice to the *owner* that the *building permit* is issued in reliance upon the certification of the *registered professionals* that the design and plans submitted in support of the application for the *building permit* comply with the *Building Code* and other applicable enactments relating to safety.

12.3 When a *building permit* is issued in accordance with section 12.2 of this bylaw the *permit* fee shall be reduced by 10% of the fees payable pursuant to Schedule A to this bylaw, up to a maximum reduction of \$750.00 (seven hundred fifty dollars).

### 13. FEES AND CHARGES

- 13.1 In addition to applicable fees and charges required under other bylaws, a *permit* fee, calculated in accordance with Schedule A to this bylaw, shall be paid in full prior to issuance of any *permit* under this bylaw.
- 13.2 An application shall be cancelled if the *building permit* has not been issued nor the *permit* fee paid within one hundred and eighty (180) days of the date of notification to the *owner* that the *permit* is ready to be issued.
- 13.2.1 When an application is cancelled the plans and related documents submitted with the application may be destroyed.
- 13.3 The *owner* may obtain a refund of the *permit* fees set out in Schedule A to this bylaw when a *permit* is surrendered and cancelled before any construction begins, provided:
- 13.3.1 no refund shall be made where construction has begun or an inspection has been made.
- 13.4 Where, due to non-compliance with this bylaw, more than two inspections are necessary when one inspection is normally required, for each inspection after the second inspection, a re-inspection charge as set out in Schedule A to this bylaw shall be paid prior to additional inspections being performed.
- 13.5 An inspection charge, as set out in Schedule A to this bylaw, shall be payable in advance for a voluntary inspection to establish compliance of, or to obtain a report on the status of an existing *building* or *structure* for which a *permit* is sought under this bylaw.
- 13.6 The Board may, by resolution, resolve to waive or alter permit fees for special programs or events.

### 14. BUILDING PERMITS

- 14.1 When:
- 14.1.1 a completed application including all required supporting documentation has been submitted;
- 14.1.2 the proposed work set out in the application substantially conforms with the *Building Code*, this bylaw and all other applicable bylaws and enactments;
- 14.1.3 the *owner* or his or her agent has paid all applicable fees set out in section 13.1 of this bylaw;

- 14.1.4 the *owner* or his or her agent has paid all charges and met all requirements imposed by any other enactment or bylaw;
- 14.1.5 no enactment, covenant, agreement, or regulation in favour of, or regulation of, the Cariboo Regional District authorizes the *permit* to be withheld;
- 14.1.6 the *owner* has retained a professional engineer or geoscientist if required by the provisions of the *Engineers and Geoscientists Act*;
- 14.1.7 the *owner* has retained an architect if required by the provisions of the *Architects Act*; and
- 14.1.8 the *owner* has signed the following which may be endorsed on the *permit*:

“In consideration of the granting of this permit, I/we agree to release and indemnify the Cariboo Regional District, its Board members, employees and agents from and against all liability, demands, claims, causes of action, suits, judgments, losses, damages, costs and expenses of whatever kind which I/we or any other person, partnership or corporation or my/our respective heirs, successors, administrators or assignees may have or incur in consequence of or incidental to the granting of this permit or any inspection, failure to inspect, certification, approval, enforcement or failure to enforce the Cariboo Regional District Building Bylaw, the British Columbia Building Code, or any other applicable statutes, regulations, bylaws or codes, and I/we agree that the Cariboo Regional District owes me/us no duty of care in respect of these matters.”

a *Building Official* shall issue the *permit* for which the application is made.

- 14.2 When the application is in respect of a *building* that includes, or will include, a ***New home*** the *building permit* must not be issued unless the *owner* provides evidence pursuant to section 30(1) of the *Homeowner Protection Act* that the proposed *building*:
  - 14.2.1 is covered by home warranty insurance; and
  - 14.2.1 the *constructor* is a licensed residential builder.
- 14.3 Section 14.2 of this bylaw does not apply if the *owner* is not required to be licensed and not required to obtain home warranty insurance in accordance with sections 20 (1) or 30 (1) of the *Homeowner Protection Act*.



- 14.4 Every *building permit* is issued upon the condition that the *permit* shall expire and the rights of the *owner* under the *permit* shall terminate twenty four (24) months after the date of issuance.
- 14.5 Every *demolition permit* is issued upon the condition that the *permit* shall expire and the rights of the *owner* under the *permit* shall terminate;
- 14.5.1 in six (6) months from date of issuance where building materials are being recycled; or
- 14.5.2 in three (3) months from the date of issuance if no building materials are being recycled.
- 14.6 If a *permit* expires and work has not been completed, a new *permit* must be applied for and obtained.
- 14.7 A *Building Official* may extend the period of time set out under section 14.4 where construction has not been commenced or where construction has been discontinued due to adverse weather, strikes, material or labour shortages, or similar hardship beyond the *owner's* control.
- 14.8 A *Building Official* may issue a *building permit* for a portion of a *building* or *structure* before the design, plans and specifications for the entire *building* or *structure* have been accepted, provided sufficient information has been provided to the Cariboo Regional District to demonstrate to the *Building Official* that the portion authorized to be constructed substantially complies with this and other applicable bylaws and the *permit* fee applicable to that portion of the *building* or *structure* has been paid. The issuance of the *permit* notwithstanding, the requirements of this bylaw apply to the remainder of the *building* or *structure* as if the *permit* for the portion of the *building* or *structure* had not been issued.
- 14.9 A *permit* may be revoked where:
- 14.9.1 there is a contravention of any condition under which the *permit* was issued; or
- 14.9.2 the *permit* was issued on the basis of incorrect information; or
- 14.9.3 the *permit* was issued in error.
- This revocation shall be in writing and transmitted to the *permit* holder by registered mail:
- 14.9.4 in the case of an individual, to his/her last known address; or

14.9.5 in the case of a company, to the registered office of the company, or the head office of the company in the Province as last designated in the Records of the Registrar as defined in the “Business Corporations Act”.

15. DISCLAIMER OF WARRANTY OR REPRESENTATION

15.1 Neither the issuance of a *permit* under this bylaw, the review and acceptance of the design, drawings, plans or specifications, nor inspections made by a *Building Official*, shall constitute a representation or warranty that the *Building Code* or the bylaw have been complied with or the *building, structure, or plumbing* meets any standard of materials or workmanship, and no person shall rely on any of those acts as establishing compliance with the *Building Code* or this bylaw or any standard of construction.

16. PROFESSIONAL DESIGN AND FIELD REVIEW

16.1 When a *Building Official* considers that the site conditions, size or complexity of a development or an aspect of a development warrant, he or she may require a *registered professional* provide design and plan certification.

16.2 Prior to the approval of a final inspection for a *complex building, or standard building* in circumstances where letters of assurance have been required in accordance with this bylaw, the *owner* shall provide the Cariboo Regional District with letters of assurance in the form of Schedules C-A or C-B, as is appropriate, referred to in Division C of Subsection 2.2.7. of the *Building Code*.

16.3 When a *registered professional* provides letters of assurance in accordance with this bylaw, he or she shall also provide proof of professional liability insurance to the *Building Official* in the form of Form “B” to this bylaw.

17. RESPONSIBILITIES OF THE OWNER

17.1 Every *owner* shall ensure that all construction complies with the *Building Code*, this bylaw and other applicable enactments respecting safety.

17.2 Before construction commences, the *owner* shall:

- a) determine that the building site is safe and will not be affected by flooding water caused by surface run-off or otherwise, or by landslip or other hazards;
- b) determine that the property can be serviced with adequate potable water and proper sewage disposal in accordance with all regulations;

- c) determine that the proposed *building* or *structure* will be sited in conformance with *Zoning Bylaws*;
- d) when applicable, ensure that acceptable access to the *building(s)* is provided for fire-fighting vehicles; and
- e) incorporate into the design and plans submitted for a *permit*, the climatic data in Section 28.

17.3 Every *owner* to whom a *permit* is issued shall, during construction:

- 17.3.1 post and maintain the *permit* placard, which is issued with a *permit*, in a conspicuous place on the property in respect of which the *permit* was issued;
- 17.3.2 keep a copy of the accepted designs, plans and specifications on the property; and
- 17.3.3 post the civic address on the property in a location visible from any adjoining streets.

## 18. INSPECTIONS

- 18.1 When a *registered professional* provides letters of assurance in accordance with this bylaw, the Cariboo Regional District will rely solely on *field reviews* undertaken by the *registered professional* and the letters of assurance that the construction substantially conforms to the design and that the construction substantially complies with the *Building Code*, this bylaw and other applicable enactments respecting safety.
- 18.2 Notwithstanding section 18.1 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*.
- 18.3 A *Building Official* may attend periodically at the site of the construction of *standard buildings* to ascertain whether the *health and safety aspects* of the work are being carried out in substantial conformance with those portions of the *Building Code*, this bylaw and any other applicable enactments concerning safety.

- 18.4 The *owner* or his or her representative shall give at least 48 hours notice to the Cariboo Regional District when requesting an inspection of the construction of a *standard building* and shall obtain an inspection and receive a *Building Official's* acceptance of the following aspects of the work prior to concealing it:
- 18.4.1 after the forms for concrete footings are complete, but prior to the placing of any concrete therein; or for Preserved Wood Foundations, after installation and compaction of the granular drainage layer but before footings are installed;
  - 18.4.2 after forms for foundation walls are complete and reinforcing installed but prior to placing any concrete therein. Foundation walls for residential and ancillary buildings not required to be reinforced under the building code are exempt from this inspection;
  - 18.4.3 after installation of the subfloor depressurization rough-in for radon extraction but prior to placing concrete;
  - 18.4.4 after removal of formwork from a concrete foundation and installation of the perimeter drainage system and application of damp-proofing; or after framing of a PWF foundation wall and floor assembly and application of damp-proofing; but prior to backfilling against any foundation;
  - 18.4.5 after framing and sheathing of the building are complete, including the installation of the roof membrane, all exterior doors and windows, fire-stopping, bracing, chimney, duct work, *plumbing*, gas venting and wiring, but before any insulation, drywall or other interior or exterior finish is applied which would conceal such work;
  - 18.4.6 after completion of the building drain, sanitary and storm sewers, rough-in *plumbing* system, including interior water supply and drain, waste and vent piping, but before any such *plumbing* is covered, and if any part of a *plumbing* system is covered before it is inspected and approved it shall be uncovered if the *Building Official* so directs, and when considered necessary, underground building drains, branches, storm drains and sewers shall be retested after the completion of all backfilling and grading by heavy equipment;
  - 18.4.7 after insulation and vapour barrier are complete, but before any drywall or other interior finish is applied which would conceal such work;

18.4.8 during the construction of any masonry fireplace at the smoke chamber stage; for a free-standing masonry chimney, at the thimble stage; before any factory-built or site-constructed fireplace or chimney is enclosed by combustible materials; and before the chimney cap is placed on a masonry chimney;

18.4.9 after the installation of any solid-fuel burning appliance and associated flue pipes and/or chimneys, but before use of such equipment; and

18.4.10 when the *building* or *structure* is substantially complete and ready for *occupancy*.

18.5 If any aspect of the work referred to in Section 18.4 of this bylaw is concealed prior to a *Building Official* accepting it in writing, the *Building Official* may order that it be uncovered at the *owner's* expense to permit an inspection.

18.6 The requirements of Sections 18.4 and 18.5 of this bylaw do not apply to any aspect of the work that is the subject of a *registered professional's* letter of assurance provided in accordance with this bylaw.

18.7 As a condition of acceptance of any inspection, the *owner* or *agent* shall, if requested by the *Building Official*, submit a *Building Location Survey*.

## 19. FINAL INSPECTIONS AND OCCUPANCY

19.1 No person shall occupy a *standard building*, other than single-family residential or residential ancillary buildings, in respect of which a *building permit* has been issued until the final inspection referred to in Section 18.4.9 has been performed and an *occupancy* permit has been issued.

19.2 A final inspection shall not be performed unless:

19.2.1 all letters of assurance have been submitted when required in accordance with this bylaw; and

19.2.2 all aspects of the work requiring inspection and acceptance pursuant to Section 18.4 of this bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with Section 18.6 of this bylaw.

19.3 A *Building Official* may perform a final inspection of part of a *building* or *structure* when the part of the *building* or *structure* is self-contained, provided with essential services and the requirements set out in Section 19.2 of this bylaw have been met with respect to the portion of the *building* being inspected.

- 19.4 No person shall occupy a *complex building* in respect of which a *building* permit has been issued, unless all letters of assurance required by this bylaw have been submitted and a *Building Official* has issued an *occupancy* permit.
- 19.5 A *Building Official* may require an *owner* to provide, at any time following the issuance of a *building* permit, a certificate of *building* location prepared by a B.C. Land Surveyor.
- 19.6 A *Building Official* shall issue an *occupancy* permit when:
- 19.6.1 all letters of assurance have been provided in respect of a *complex building* as required by this bylaw;
- 19.6.2 all final inspections of *construction* of a *standard building*, other than *single family dwellings*, required by this bylaw have been satisfactorily completed; and
- 19.6.3 the property is in compliance with all Cariboo Regional District bylaws and other enactments respecting health and safety.
- 19.7 Notwithstanding Sections 19.6.1 and 19.6.2, a *Building Official* may issue an *occupancy* permit for a portion of a *building* subject to requirements of Section 19.3 having been satisfied.

## 20. TEMPORARY PERMITS

- 20.1 Subject to compliance with other applicable bylaws, the *Building Official* may issue a *permit* for the erection or placement of a *temporary building* if he is satisfied that the *building* is safe for the stated use and duration.
- 20.2 The word “temporary”, as used in this section, shall mean the period designated on the *permit*, but not exceeding twenty four (24) months.
- 20.3 Applications for a *permit* to *construct* a *temporary building* shall be made in the form provided by the *Regional District*, and accompanied by:
- 20.3.1 plans showing the location of the *building* on the site and construction details of the *building*;
- 20.3.2 a statement of the intended use and duration of the use;
- 20.3.3 the *permit* fee noted on Schedule “A” to this bylaw, which will be non-refundable;

20.3.4 except for residential ancillary buildings less than 75 m<sup>2</sup> in area, a removal security in the amount of two thousand (\$2,000) dollars is required in the form of cash, certified cheque, bond guarantee by a licensed bonding company or a letter of credit from a bank, which is refundable within thirty (30) days of the *temporary building* being removed and the site left in a safe and sanitary condition; and

20.3.5 in the event of default by the *owner* to remove the *temporary building* within thirty (30) days after the expiration of the period provided for in the *building permit*:

a) the removal security shall be forfeited to the *Cariboo Regional District*; and

b) the *Cariboo Regional District*, its employees and agents may enter and effect the removal of the *temporary building*, provided the *Cariboo Regional District* gives the *owner* thirty (30) days notice of its intention to effect such removal.

## 21. PLUMBING PERMITS

21.1 *Plumbing permits* shall be obtained from the *Building Official*, by the *owner* or his or her agent where:

21.1.1 any *plumbing* system is constructed, extended, altered or repaired but not when: a fixture, valve or faucet is repaired or replaced; a stoppage cleared; or a leak repaired.

21.2 The person carrying out *plumbing* work shall either:

21.2.1 possess a Tradesman's qualification certification as a plumber;

21.2.2 be an indentured apprentice supervised by a journeyman possessing a Tradesman's qualification certification as a plumber; or

21.2.3 be the registered *owner* and occupier or intended occupier of a single family dwelling provided that the *Building Official* has been provided proof that the *owner* is able to satisfactorily complete the proposed work.

21.3 All work carried out shall comply with the Provisions of the current edition of the *B.C. Plumbing Code*.

21.4 An application for a *plumbing permit* shall, when required by the *Building Official*, include:

- 21.4.1 a plan showing the location and size of every building drain and of every trap or inspection piece that is on a building drain;
- 21.4.2 a sectional drawing showing the size and location of every soil or waste pipe, trap and vent pipe; and
- 21.4.3 any and all other information necessary to establish compliance with this bylaw.

## 22. DEMOLITION PERMITS

- 22.1 *Demolition permits* shall be obtained from the *Building Official* by the *owner* or his or her agent where *demolition* is sought or required by bylaw, or by regulation for any *building*, works or services.
- 22.2 *Demolition permit* applications shall be made in the form prescribed by the *Building Official*.
- 22.3 The *owner* and the *constructor* shall abide by the following requirements:
  - 22.3.1 where applicable, arrange for the Cariboo Regional District to disconnect and cap water and sewer service lines to the property, prior to demolition;
  - 22.3.2 arrange disconnection of all power, telephone and natural gas lines, prior to demolition;
  - 22.3.3 obtain any additional permits required for street closures, and notify all regulating bodies, prior to demolition;
  - 22.3.4 protect, in accordance with *Building Code* requirements (Division B, Part 8 “Safety Measures at Construction and Demolition Sites”) all public sidewalks, thoroughfares and streets, prior to demolition;
  - 22.3.5 arrange suitable locations for dumping material; and
  - 22.3.6 ensure compliance with Heritage Bylaws.
- 22.4 After the removal or *demolition* of a *building*, all foundations shall be removed from the site and the site shall be leveled to a safe condition to the approval of the *Building Official*.
- 22.5 Damage to utilities, adjoining properties and all liabilities during *demolition* are the responsibility of the *owner*.



23. BUILDING RELOCATIONS

- 23.1 This section does not apply to manufactured homes.
- 23.2 No person shall move or cause to be moved any *building* into the Cariboo Regional District, or from one parcel to another in the Cariboo Regional District without first obtaining a *permit* to carry out the move and to site the *building* on the parcel to which it is to be moved.
- 23.3 The *building* shall either meet the safety requirements of the *Building Code* prior to its move or be rehabilitated to *Building Code* safety requirements, to the satisfaction of the *Building Official*, within eighteen (18) months from the issuance of the *permit* to move.
- 23.4 When relocated, the *building* shall comply with all clearances and siting requirements applicable to that parcel.
- 23.5 The application for a *permit* to move shall be accompanied by detailed plans and specifications of the proposed relocation and rehabilitation of the *building*.

24. MANUFACTURED HOMES

- 24.1 Prior to placing on the site, factory-built housing and components shall be certified as required by the *Building Code*.
- 24.2 Older mobile homes not certified to the relevant standards as required by the *Building Code* require BC Government Electrical Safety Branch approval and upgrading of health and safety items to the satisfaction of the *Building Official*.
- 24.3 On-site preparations (foundations, basements, mountings), interconnection of modules, connection to services and installation of appliances or other components of all factory-built buildings are to comply in all respects to the *Building Code*.

25. PENALTIES AND ENFORCEMENT

- 25.1 Every person who contravenes any provision of this bylaw commits an offense punishable on summary conviction and shall be liable to a fine of not more than ten thousand dollars (\$10,000.00) or to imprisonment for not more than six (6) months.
- 25.2 In a prosecution for an offence against this bylaw, the justice or court may impose all or part of the penalty or punishment authorized by the bylaw, this Act or the *Offence Act*, together with the costs of prosecution.

- 25.3 If a penalty, or part of a penalty, and all costs imposed are not paid promptly, the justice or court may, by order, authorize all or part of the penalty and costs to be levied by distress and sale of the offender's goods and chattels.
- 25.4 If there is no distress out of which the penalty and costs or part of the penalty and all of the costs can be levied, the justice or court may commit the offender to imprisonment for the term, or part of the term, specified in the bylaw.
- 25.5 Every person who fails to comply with any order or notice issued by a *Building Official*, or who allows a violation of this bylaw to continue, contravenes this bylaw.
- 25.6 A *Building Official* may order the cessation of any work that is proceeding in contravention of the *Building Code*, *The Homeowner Protection Act* or this bylaw by posting a Stop Work notice in the form of Form "C" to this bylaw.
- 25.7 The *owner* of property on which a Stop Work notice has been posted, and every other person, shall cease all construction work immediately and shall not do any work until all applicable provisions of this bylaw have been substantially complied with and the Stop Work notice has been rescinded in writing by a *Building Official*.
- 25.8 Where a person occupies a *building* or *structure* or part of a *building* or *structure* in contravention of section 7.11 of this bylaw, a *Building Official* may post a Do Not Occupy notice in the form of Form "D" to this bylaw on the affected part of the *building* or *structure*.
- 25.9 The *owner* of property on which a Do Not Occupy notice has been posted, and every person, shall cease *occupancy* of the *building* or *structure* immediately and shall 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*.
- 25.10 Every person who commences construction requiring a *building permit* without first obtaining such a *permit* shall pay an additional administrative fee equal to the required *building permit* fee to a maximum of seven hundred and fifty dollars (\$750), prior to the issuance of the required *building permit*.
- 25.11 Every *person* who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this bylaw is guilty of an offence against this bylaw and liable to the penalties hereby imposed.

- 25.12 Every *person* who violates a provision of this Bylaw, or consents, allows or permits an act or thing to be done in violation of a provision of this Bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this Bylaw, is guilty of an offence and is liable to the penalties imposed under this Bylaw or any other applicable Bylaw of the Cariboo Regional District, and is guilty of a separate offence each day that a violation continues to exist.
- 25.13 Any *person* designated as a Bylaw Enforcement Officer pursuant to the Cariboo Regional District's Bylaw Offence Notice Enforcement Bylaw or is named as the enforcement officer pursuant to the Cariboo Regional District's Ticket Information Utilization Bylaw is hereby authorized and empowered to enforce the provisions of this Bylaw by Bylaw Notice in accordance with Schedule 'A' attached hereto, or Municipal Ticket Information or as otherwise provided by this Bylaw.
- 25.14 Where any person has commenced construction requiring a *building permit*, without first obtaining such a *permit*, such conduct contravenes the Provincial building regulations, bylaws or Division 8 of the Community Charter and the District may issue a notice of remedial action requirements.
- 25.15 A notice of remedial action requirements may include but shall not be limited to the demolition and removal of the structure.
- 25.16 Where a person does not complete the requirements of the notice of remedial action requirements within forty (40) days of receipt of the notice, the District may complete the work to its satisfaction and recover the costs of the work from that person.
- 25.17 Where a person fails to pay the charges the District shall recover the costs through taxes or sale of the land.
26. SEVERABILITY
- 26.1 The provisions of this bylaw are severable and the invalidity of any part of this bylaw shall not affect the validity of the remainder of this bylaw.
27. FORMS AND SCHEDULES
- 27.1 Forms "A", "B", "C", "D" and Schedule "A" attached to this bylaw form a part of this bylaw.

28. CLIMATIC DATA

Climatic data for the design of buildings in the Cariboo Regional District shall be:

	<b>CENTRAL CARIBOO</b>	<b>NORTH CARIBOO</b>	<b>SOUTH CARIBOO</b>
<b>(1) Design Temperature</b>			
January 2½ %	-30°C	-31°C	-30°C
January 1%	-33°C	-33°C	-32°C
July 2½%			
Dry	29°C	30°C	-29°C
Wet	17°C	17°C	-17°C
Degree –Days below 18°C	4,955	4,598	4,966
<b>(2) Minimum Depth for Frost-Protected Foundations</b>			
	1,070 mm	1,070 mm	1070 mm
<b>(3) Maximum Rainfall</b>			
15 minutes	10 mm	10 mm	10 mm
One Day 1/50	48 mm	50 mm	48 mm
Ground Snowload 1/50	2.4 kPa Ss	3.0 kPa Ss	2.6 kPa Ss
	0.2 kPa Sr	0.1 kPa Sr	0.3 kPa Sr
Annual Total Precipitation	425 mm	525 mm	425 mm
<b>(4) Hourly Wind Pressure</b>			
probability 1/10	0.27kPa	0.24kPa	0.27kPa
probability 1/50	0.35kPa	0.31 kPa	0.35 kPa
<b>(5) Seismic Data</b>			
sa (0.2)	0.28	0.27	0.28
sa (0.5)	0.16	0.16	0.17
sa (1.0)	0.096	0.075	0.099
sa (2.0)	0.056	0.041	0.058
PGA	0.14	0.13	0.14

29. REPEAL

Cariboo Regional District Building Bylaw No. 4947, 2015 and all amendments thereto are hereby repealed.

READ a first time this 10th day of February, 2016.

READ a second time this 10th day of February, 2016.

READ a third time this 10th day of February, 2016.

ADOPTED this 10th day of February, 2016.

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Chair

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Corporate Officer

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 4997 cited as the “Cariboo Regional District Building Bylaw No. 4997, 2016”, as adopted by the Cariboo Regional District Board on the 10th day of February, 2016.

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Corporate Officer

**CARIBOO REGIONAL DISTRICT BUILDING BYLAW NO. 4997**  
**FORM "A"**  
**OWNER'S UNDERTAKING**

**ATTENTION: BUILDING OFFICIAL**

Dear Sir/Madam:

Re: \_\_\_\_\_  
(Legal Description of Property)

Building Permit Application No. \_\_\_\_\_ (the "Project")

In consideration of the Cariboo Regional District accepting and processing the above application for a *building permit*, and as required by the Cariboo Regional District's Building Bylaw, the following representation, warranties and indemnities are given to the Cariboo Regional District.

1. That I am the *owner* of the above property.
2. That I have authorized:

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Address

to make application for the above *permit* on my behalf.

3. That I will comply with or cause those whom I employ to comply with the BC Building Regulations and all bylaws of the Cariboo Regional District and other statutes and regulations in force in the Cariboo Regional District relating to the development, work, undertaking or permission in respect of which this application is made.
4. That I understand and acknowledge that I am fully responsible for carrying out the work, or having the work carried out, in accordance with the requirements of the BC Building Regulations, the Building Bylaw and all other bylaws of the Cariboo Regional District.
5. That I understand and acknowledge that neither the issuance of a *permit* under this bylaw, the review of plans and supporting documents, nor inspections made by the *Building Official* shall in any way constitute a representation, warranty or statement that the BC Building Regulations, the Building Bylaw or any other bylaw of the Cariboo Regional District has been complied with.
6. That I hereby agree to release, indemnify and save harmless the Cariboo Regional District, its *Board* members, employees and agents from and against all claims, liability, judgments, costs and expenses of every kind including negligence which I, *persons* employed by me or any other *person*, partnership or corporation or our respective heirs, successors, administrators or assigns may have or incur in consequence of or incidental to
  - (a) the issuance of this *building permit*;
  - (b) inspections made by the *Building Official* or failure to make such inspections; and,
  - (c) the enforcement or failure to enforce the current edition of the BC Building Regulations or the Building Bylaw,

and I agree that the Cariboo Regional District owes me no duty of care in respect of these matters whether or not an officer or employee of the Cariboo Regional District including a professional designer, has knowledge of the professional design or field review.

- 7. That I confirm that I have relied only on the said architect or engineer for the adequacy of the plans and supporting documents submitted with this application.
- 8. That I understand that were used herein the words “work” or “work or undertaking in respect of which this application is made” includes all electrical, *plumbing*, mechanical, gas and other works necessary to complete the contemplated construction.
- 9. That I am authorized to give these representations, warranties, assurance and indemnities to the Cariboo Regional District.
- 10. That I confirm that I have been advised that I should seek independent legal advice from a lawyer in respect of signing this release.

WITNESS

OWNER(S)

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Name and Title (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address (print)

\_\_\_\_\_  
Name and Title (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address (print)

If *owner* is a company, affix corporate seal in space below:

The Corporate Seal of

\_\_\_\_\_  
was hereunto affixed in the presence of

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Name of Officer (print)

The above must be signed by the *Owner*. The signature must be witnessed. If the *Owner* is a company, the corporate seal of the company must be affixed to the document in the presence of the duly authorized officers. The officers must also sign, setting forth their positions in the company.

FORM "B"

REGISTERED PROFESSIONAL'S PROOF OF INSURANCE

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Cariboo Regional District  
Suite D, 180 North Third Avenue  
Williams Lake, BC V2G 2A4  
Fax: (250) 392-2812

ATTENTION: BUILDING OFFICIAL

BUILDING PERMIT NO. \_\_\_\_\_

SUBJECT: \_\_\_\_\_  
(civic address of project)

LEGAL DESCRIPTION \_\_\_\_\_

This is to confirm that the undersigned registered professional is insured by a policy of insurance covering liability to third parties for errors and omissions in the provision of professional services in respect of the captioned project, **a certificate of which insurance is attached.**

The undersigned will notify both the Building Official and the owner who has engaged the undersigned to provide professional services in respect of the captioned project, in writing, of any termination of or change in the terms of the coverage provided by the policy, immediately upon being informed of or becoming aware of such termination or change.

\_\_\_\_\_  
Signature of Registered Professional

(affix seal)

\_\_\_\_\_  
Name of Firm



FORM "C"



CARIBOO REGIONAL DISTRICT  
BUILDING INSPECTION DEPARTMENT

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# STOP WORK NOTICE

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NOTICE IS HEREBY GIVEN THAT UNDER THE BYLAWS OF THE CARIBOO REGIONAL DISTRICT, ALL FURTHER WORK UPON THIS BUILDING IS PROHIBITED UNLESS AUTHORIZED IN WRITING BY THE BUILDING OFFICIAL.

GENERAL LOCATION OF PROPERTY: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

REGISTERED OWNER(S): \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**IT IS UNLAWFUL FOR ANY PERSON TO REMOVE, DEFACE, ALTER  
OR COVER THIS NOTICE.**

- CENTRAL CARIBOO OFFICE – Williams Lake – Phone 250-392-3351 or 1-800-665-1636
- SOUTH CARIBOO OFFICE – 100 Mile House – Phone 250-395-3838
- NORTH CARIBOO OFFICE – Quesnel – Phone 250-992-7400

FORM "D"



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## DO NOT OCCUPY

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As authorized by Section 25 of the Cariboo Regional District Building Bylaw No. 4997, 2016, all persons shall cease occupancy of this structure immediately and shall refrain from further occupancy until all applicable provisions of the Building Code and this bylaw have been substantially complied with and this notice has been rescinded in writing by a Building Official for the Cariboo Regional District.

Particulars for the posting of this notice may be obtained at the Cariboo Regional District, the address of which is noted below.

Any person who fails to comply with this notice commits an offence punishable on summary conviction and shall be liable to a fine of not more than \$10,000.00 (ten thousand) dollars or to imprisonment for not more than 6 (six) months.

No person shall reverse, alter, deface, cover, remove or in any way tamper with this notice.

\_\_\_\_\_  
Building Official

\_\_\_\_\_  
Date

CENTRAL CARIBOO OFFICE – Williams Lake – Phone 250-392-3351 or 1-800-665-1636

SOUTH CARIBOO OFFICE – 100 Mile House – Phone 250-395-3838

NORTH CARIBOO OFFICE – Quesnel – Phone 250-992-7400

**CARIBOO REGIONAL DISTRICT BUILDING BYLAW NO. 4997, 2016**

**SCHEDULE “A”**

**FEES**

**Building Permit Fee:**

A non-refundable permit application fee of \$200.00 shall be charged for all permits except for when the calculated building permit fee is less than the application fee.

	<i>Estimated Construction Values</i>	<i>Fee*</i>
(a)	\$1.00 to \$1,000.00;	\$80.00
(b)	\$80.00 plus for each \$1,000.00 or part thereof by which the value exceeds the sum of \$1,000.00 up to a maximum value of \$100,000.00 as additional fees;	\$10.00
(c)	\$1,070.00 plus for each additional \$1,000.00 or part thereof by which the value exceeds the sum of \$100,000.00 as additional fees.	\$6.00

- \* Add administrative fee where construction is commenced prior to issuance of building permit. Administrative fee is equal to required building permit fee to a maximum of \$750.00.
- \* Where a Professional Engineer or Architect is retained by the *owner* to certify that the project design complies with the building regulations, the building permit *fee* will be reduced by 10 percent to a maximum reduction of \$750 for any one property.
- \* Fees for farm buildings on land used for *bona fide agricultural* operations will be 75% of the fee derived from the fee table.

New building permits where work has not been completed upon expiry of the original building permit: Cost of the new permit will be calculated the same as the original building permit based on the value of the work to complete. The maximum fee charged for these new permits will be \$500.00.

Inspections due to a **Change of Occupancy** or use where no alterations are made: \$80

**Demolition** of a building: \$80

**Voluntary Inspection** requested to establish compliance or status of a building: \$80

**Re-Inspection fee** for inspections subsequent to the first re-inspection, unless re-inspected in conjunction with another required construction inspection: \$50

Installation of a **Chimney or Solid Fuel Burning Appliance**: \$95

**Plumbing Permit:** \$80 for first fixture  
\$7 per fixture after first fixture  
“Fixture” includes domestic water heater, DWV trapped rough-in, and trapped industrial equipment.

**Fire Sprinkler Systems:** fee formula applied to actual construction value

**Re-Plan checking fee:** replacing the owner’s copy of the approved permit plans: \$250

**Factory Pre-Manufactured Buildings:**

**Surface Foundations:** \$200.00 (*Fee* includes service connections inspections)

**On Foundations Below Frost Depth:** \$200.00 plus additional fee based on construction value of foundation as determined by the *Building Official*. (*fee* includes factory-installed plumbing)

**Building Relocations:** (except factory pre-manufactured *buildings*)

1. For a building that is to be moved from a location within the Cariboo Regional District building inspection area to a location outside of the building inspection area -- *Fee*: \$80
2. For a building that is to be moved from a location within the Cariboo Regional District building inspection area to another location within the building inspection area -- *Fee*: fee formula applied to the value of the new foundation plus the value of any upgrading carried out, or required to be carried out by the Building Official.
3. For a building that is to be moved from a location outside of the Cariboo Regional District building inspection area to a location within the building inspection area -- *Fee* is calculated as follows:
  - (a) \$50 per hour, plus
  - (b) normal traveling expenses for two *persons*, for all traveling and inspection time spent in reaching and inspecting the building at the site from which it is to be removed, (both (a) and (b) are to be submitted with the application for *permit*, and are not refundable) plus
  - (c) fee formula applied to value of the new foundation plus the value of any upgrading carried out, or required to be carried out by the Building Official.

**Temporary Buildings:**

Fee formula applied to the value of building (non-refundable).

Except for residential ancillary buildings less than 75 m<sup>2</sup> in area, removal security in the amount of \$2,000 in the form of cash, certified cheque, bond guarantee or a letter of credit from a bank.

**Permit Transfer or Assignment Fee:**

For the transfer or assignment of a *building permit* when requested in writing by the original applicant, an additional *fee* shall be paid of \$35. The original permit number and expiry dates will remain in effect.

**Permit Fee Refunds:**

*Building permit fees* may be refunded only upon written request from the original applicant, up to six (6) months from the date of issue of the *building permit*, subject to the following conditions:

- (a) no permit-related work on site has commenced and,
- (b) a reduction of \$100 or twenty percent (20%) of the *permit fee*, whichever is the greater reduction.

**CONSTRUCTION VALUES / COSTS PER SQUARE FOOT  
TO DETERMINE MINIMUM CONSTRUCTION VALUE**  
(Rounded to the nearest \$1,000)

Town/Row Houses Residential – Semi-Detached Residential - Single Family Residential – Garage, Carport	As determined by the <i>Building Official</i> through application of the RS Means “ <i>Square Foot Costs</i> ” construction cost reference publications, as amended from time to time
Truck shops/workshops: up to 10’ - 0” ceiling height	\$35 per square foot
over 10’ - 0” ceiling height	\$45 per square foot
Garages	\$25 per square foot
Carports	\$15 per square foot
Sundecks	\$15 per square foot
Covered decks	\$20 per square foot
<b>Mobile home additions</b>	
unfinished, unheated	\$30 per square foot
finished	\$50 per square foot
<b>Spruce / Pine Scribe-Fit Log Construction</b>	
Full basement, single storey	\$150 per square foot
Crawl space, single storey	\$130 per square foot
Finished 2 <sup>nd</sup> storey (includes log roof assembly)	\$110 per square foot
Log garage	\$70 per square foot
Cedar log	add 10%

**Occupant Load Establishment - \$250.00**

**Commercial/Industrial/Institutional/Public Building Projects**

Fee formula applied to the contract price, or if there is no contract, at the cost estimated by the *Building Official* with due regard to the contract price for the most recent work of a similar nature done in the closest proximity to the proposed project. If the applicant disputes the value estimated by the *Building Official*, then the average of two professional appraisals, at the cost of the applicant, shall be used.

**Application to Discharge a Notice of Bylaw Contravention**

Once the applicant has demonstrated to the satisfaction of the *Building Official* that the issues regarding the Notice of Bylaw Contravention have been rectified the applicant may apply in writing, to discharge the Notice of Bylaw Contravention for a fee of \$350.