



CITY OF PORT ALBERNI

Bylaw No. 4577

(with amendments to July 25, 2016)

Consolidated 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 of this subject.

This Bylaw has been consolidated for convenience only and includes amendments from:

Bylaw No. 4577- adopted May 23, 2006 - Amended by Bylaw No. 4915

Bylaw No. 4915 - adopted July 25, 2016

CITY OF PORT ALBERNI

BYLAW NO. 4577

THE MUNICIPAL COUNCIL OF THE CITY OF PORT ALBERNI IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

WHEREAS section 8(3)(1)(L) of the *Community Charter* authorizes the City, by Bylaw, to regulate, prohibit and impose requirements in relation to Buildings and other Structures;

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 COUNCIL OF THE CITY OF PORT ALBERNI, in open meeting assembled, enacts as follows:

1. **Title**

This Bylaw may be cited for all purposes as “Building Bylaw No. 4577, 2005”.

2. **Definitions**

The following words and terms have the meanings set out in Section 1.1.3.2 of the British Columbia Building Code: assembly occupancy, Building, Building area, Building height, business and personal services occupancy, care or 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, owner, Registered Professional, and residential occupancy.

“BUILDING CODE” means the current edition of the British Columbia Building Code as adopted by the Minister pursuant to section 692 (1) of the *Local Government Act*, as amended from time to time and includes the Plumbing Code.

“BUILDING ENVELOPE PROFESSIONAL (BEP)” means a member of the Architectural Institute of British Columbia or the Association of Professional Engineers and Geo-scientists of British Columbia who has:

- (a) completed a program in Building envelope studies offered by that Institute or that Association;
- (b) not less than five years of previous working experience in the design of Building envelopes and field review of Building envelope construction;

- (c) not less than one year of previous working experience in the design of building envelopes and field inspection of building envelope construction in the Province of British Columbia; and,
- (d) provided to the Chief Building Inspector documentary proof of the completion of the program referred to in subsection (a) in the form of copies of the applicable certificates, diplomas or degrees and the design and supervision experience referred to in subsections (b) and (c) in the form of a complete Curriculum Vitae.

“BUILDING OFFICIAL” means the person or persons appointed from time to time by Council as the Chief Building Inspector and includes duly authorized delegates.

“COMPLEX BUILDING” means:

- (a) a Building used for a major occupancy classified as
 - (i) assembly occupancy,
 - (ii) care or detention occupancy, or
 - (iii) high hazard industrial occupancy; and,
- (b) a Building exceeding 600 square meters in Building area or exceeding three storeys in Building height used for a major occupancy classified as
 - (i) residential occupancy,
 - (ii) business and personal services occupancy,
 - (iii) mercantile occupancy, or
 - (iv) medium and low hazard industrial occupancy.

“HEALTH AND SAFETY/ASPECTS OF THE WORK” means design and construction regulated by Part 3, Part 4, and sections 9.4, 9.8, 9.9, 9.10, 9.12, 9.14, 9.15, 9.17, 9.18, 9.20, 9.21, 9.22, 9.23, 9.24, 9.31, 9.32, and 9.34 of Part 9 of the Building Code.

“CITY ENGINEER” means the person duly appointed as City Engineer by Council and includes any person appointed or designated by the City Engineer to act on his behalf.

“CERTIFICATE OF OCCUPANCY” means an Occupancy Permit as described in Section 18 of this Bylaw and the Building Code issued pursuant to this Bylaw.

“STANDARD BUILDING” means:

- (a) a Building of three storeys or less in Building height, having a Building area not exceeding 600 square meters and used for a major occupancy classified as:
 - (i) residential occupancy,
 - (ii) business and personal services occupancy,
 - (iii) mercantile occupancy, or
 - (iv) medium and low hazard industrial occupancy.

“STRUCTURE” means a construction of any kind whether fixed to, supported by or sunk into land or water, but specifically excludes landscaping, fences, paving and retaining Structures less than 1.5 meters in height.

“SWIMMING POOL” means any Structure or construction, intended primarily for recreation that is, or is capable of being, filled with water to a depth of 0.6 metres (2 feet) or more. For the purpose of this Bylaw, a hot tub shall not be considered a swimming pool.

“ZONING BYLAW” means the Zoning Bylaw of the City in effect from time to time.

3. Purpose of Bylaw

3.1 This Bylaw shall, notwithstanding any other provision herein, be interpreted in accordance with this section.

3.2 This Bylaw has been enacted for the purpose of regulating construction within the City in the general public interest. The activities undertaken by or on behalf of the City 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:

3.2.1 The protection of owners, owner/builders or constructors from economic loss;

3.2.2 The assumption by the City 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;

3.2.3 Providing any person a warranty of design or workmanship with respect to any Building or Structure for which a building permit or occupancy permit is issued under this Bylaw;

3.2.4 Providing a warranty or assurance that construction undertaken pursuant to building permits issued by the City is free from latent, or any defects.

4. Permit Conditions

4.1 A permit is required whenever work regulated under this Bylaw is to be undertaken.

- 4.2** 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 City 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.
- 4.3** It shall be the full and sole responsibility of the owner (and where the owner is acting through a representative, the representative) to carry out the work in respect of which the permit was issued in compliance with the Building Code and this Bylaw or other applicable enactments respecting safety.
- 4.4** 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 City 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.
- 4.5** 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 representatives are responsible for making such determination.
- 4.6** Every permit is issued upon the condition that:
- 4.6.1** Construction of a nature significant enough to require an inspection as set out in Section 17 of this Bylaw is to be started within six months from the date of issuance of the permit;
- 4.6.2** Construction is not to be discontinued or suspended for a period of more than six months;
- 4.6.3** The permit shall expire in the event that either of the conditions stated in 4.6.1 or 4.6.2 are not met; and
- 4.6.4** All permits shall expire after 24 months from the date of issuance, unless the permit has previously expired or the permit has been renewed in accordance with Section 4.7.
- 4.6.5** All plans as submitted as part of the application for the Permit form part of the Permit, and all construction shall comply with the plans forming part of the Permit.

- 4.7** Provision for renewal of permits shall be as follows:
- 4.7.1** Every application for permit renewal shall be considered on the basis of this Bylaw and the Building Code in effect on the date of the application for renewal;
 - 4.7.2** Application for renewal must be made prior to expiry of the original permit;
 - 4.7.3** The permit renewal shall be for the same period as the original permit;
 - 4.7.4** No permit shall be renewed more than once;
 - 4.7.5** An additional fee as set out in "Schedule "A" of this Bylaw shall be paid for renewal of a permit under the provisions of this Section.
- 4.8** A building permit application shall expire 12 months after the date of application.
- 4.9** The Chief Building Inspector may refuse to issue a permit if:
- 4.9.1** The information submitted is inadequate to determine compliance with, or is contrary to the provisions of this Bylaw or any other enactment;
 - 4.9.2** The information submitted is incorrect; or
 - 4.9.3** In the case of a permit for a Building or Structure to be used to shelter any human use or occupancy, a certificate of acceptance for the Works and Services required to provide the parcel with water, sanitary and storm drainage services has not been issued by the City.
- 4.10** The Chief Building Inspector may suspend a permit in whole or in part where:
- 4.10.1** There is a contravention of any term or condition of the permit;
 - 4.10.2** There is a contravention of any provision of the Building Code, or
 - 4.10.3** The permit was issued on the basis of incorrect information supplied by the applicant or the Chief Building Inspector determines that the permit was issued in error.
- 4.11** The owner shall be notified in writing of the revocation.

5. Scope and Exemptions

- 5.1 This Bylaw applies to the design, construction and occupancy of new Buildings and Structures, and the alteration, reconstruction, demolition, removal, relocation and occupancy of existing Buildings and Structures.
- 5.2 This Bylaw does not apply to Buildings or Structures exempted by Part 1 of the Building Code except as expressly provided herein.

6. Prohibitions

- 6.1 No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any Building or Structure, including other work related to construction unless a Building Official has issued a valid and subsisting permit for the work.
- 6.2 No person shall occupy or use any Building or Structure unless a valid and subsisting certificate of occupancy has been issued by a Building Official for the Building or Structure, or contrary to the terms of any permit issued or any notice given by a Building Official.
- 6.3 No person shall knowingly submit false or misleading information to a Building Official in relation to any permit application or construction undertaken pursuant to this Bylaw.
- 6.4 No person shall, unless authorized in writing by a Building Official, reverse, alter, deface, cover, remove or in any way tamper with any notice, permit or certificate posted upon or affixed to a Building or Structure pursuant to this Bylaw.
- 6.5 No person shall do any work that is substantially at variance with the accepted design or plans of a Building, Structure or other works for which a permit has been issued, unless that variance has been accepted in writing by a Building Official.
- 6.6 No person shall obstruct the lawful entry of a Building Official or other authorized Official of the City on property in the administration of this Bylaw.
- 6.7 No person shall occupy or use a Building following a change in class of occupancy of the Building or part of it without first obtaining a Certificate of Occupancy for it.
- 6.8 No person shall repair a Building damaged by fire, decay, storm or otherwise to an extent greater than 75 percent of its assessed value above its foundations unless in every respect the whole of the Building is made to comply with the current Building Code.

6.9 Where the Chief Building Inspector has suspended a Permit or part of it pursuant to Section 4.10 of this Bylaw, no person shall continue to construct a Building or any portion of it after the Chief Building Inspector has ordered the cessation of construction of it, or has ordered the suspension of any portion of the construction of it.

7. Building Officials

7.1 A Building Official may:

7.1.1 Administer this Bylaw;

7.1.2 Keep records of permit applications, permits, notices and orders issued, inspections and tests made, and retain copies of all documents related to the administration of this Bylaw or digital copies of such documents; and

7.1.3 Take, or order such action considered necessary in order to establish 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.

7.2 A Building Official:

7.2.1 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;

7.2.2 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

7.2.3 Shall carry proper credentials confirming his or her status as a Building Official.

7.2.4 May, where the Chief Building Inspector has made an order under Section 6.9, post a stop work order on any Building or Structure on land subject to a permit evidencing the order to cease construction.

8. Applications

8.1 Every person shall apply for and obtain:

8.1.1 A building permit before constructing, repairing or altering a Building or Structure;

8.1.2 A moving permit before moving a Building or Structure;

- 8.1.3** A demolition permit before demolishing a Building or Structure;
- 8.1.4** A fireplace and chimney permit prior to the construction of a masonry fireplace or the installation of a wood burning appliance or chimney unless the works are encompassed by a valid building permit.
- 8.2** An application for a moving permit shall be made in the form prescribed by the City.
- 8.3** An application for a demolition permit shall be made in the form prescribed by the City.
- 8.4** An application for a fireplace and chimney permit shall be made in the form prescribed by the City.
- 8.5** All plans submitted with permit applications shall bear the name and address of the designer of the Building or Structure.

9. Applications for Complex Buildings

- 9.1** An application for a building permit with respect to a Complex Building shall;
 - 9.1.1** Be made in the form prescribed by the City, and signed by the owner, agent appointed by the owner, or a signing officer if the owner is a corporation;
 - 9.1.2** Be accompanied by the owner's acknowledgement of responsibility and undertakings made in the form prescribed by the City, signed by the owner, agent appointed by the owner, or a signing officer if the owner is a corporation;
 - 9.1.3** Include a copy of a title search made within 30 days of the date of the application;
 - 9.1.4** Include a site plan prepared by a British Columbia Land Surveyor showing:
 - 9.1.4.1** the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - 9.1.4.2** the legal description and civic address of the parcel;
 - 9.1.4.3** the location and dimensions of all statutory rights of way, easements and setback requirements;

- 9.1.4.4** the location and dimensions of all existing and proposed Buildings or Structures on the parcel;
 - 9.1.4.5** the setbacks to the natural boundary of any lake, swamp, pond or watercourse where the City's land use regulations establish siting requirements related to flooding;
 - 9.1.4.6** the existing and finished grade 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 City's land use regulations establish siting requirements related to minimum floor elevation;
 - 9.1.4.7** the location, dimension and gradient of parking and all driveway accesses; and
 - 9.1.4.8** 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.
- 9.1.5** 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;
- 9.1.6** Include Building elevations and/or sections indicating a geodetic elevation for the building height to a datum established by the requirements of the Port Alberni "Zoning Bylaw 1998, No. 4395" as amended or replaced;
- 9.1.7** Include a cross section through the Building or Structure illustrating foundations, drainage, ceiling heights and construction systems;
- 9.1.8** Include elevations of all sides of the Building or Structure showing finish details, roof slopes, windows, doors, and finished grade;
- 9.1.9** Include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the Building or Structure substantially conforms to the Building Code;
- 9.1.10** Include copies of approvals required under any applicable enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approval;

- 9.1.11** Include a letter of assurance in the form of Schedule A as referred to in section 2.6 of Part 2 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;
 - 9.1.12** Include letters of assurance in the form of Schedules B-1 and B-2 as referred to in section 2.6 of Part 2 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 or Structure;
 - 9.1.13** Include two sets of signed and sealed drawings at a suitable scale of the design prepared by each Registered Professional and including the information set out in sections 9.1.5 – 9.1.9 of this Bylaw; and,
 - 9.1.14** Include site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a Registered Professional, in accordance with the City's subdivision servicing Bylaw.
- 9.2** In addition to the requirements of section 9.1, 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 Structure or siting circumstances warrant:
- 9.2.1** A section through the site showing grades, Buildings, Structures, parking areas and driveways; and
 - 9.2.2** Any other information required by the Building Official or the Building Code to establish substantial compliance with this Bylaw, the Building Code and other Bylaws and enactments relating to the Building or Structure.
 - 9.2.3** Details of the location, grades and elevations of the streets and public services including sewer and drainage abutting the parcel and showing access to the Buildings, parking, driveways, site drainage provisions and finished grades all tied into the City's geodetic monument system;
 - 9.2.4** A plan that shows the location and size of every Building drain and of every trap or inspection piece that is on a Building drain;

- 9.2.5** A sectional drawing that shows the size and location of every soil or waste pipe, trap and vent pipe. The plans and specifications shall have on them complete design and calculation criteria so that the Building Official has the information available for examination, and shall bear the name, address and telephone number of the designer;
- 9.2.6** Confirmation prepared and sealed by a professional engineer that adequate fire flows are available for the proposed project in conformance with the guidelines contained in the current edition of the Fire Underwriters Survey publication "Water Supply for Public Fire Protection";
- 9.2.7** Details of the design of the environmental separation that demonstrates that the proposed construction conforms to the Building Code requirement for restricting entry of rain into the wall assembly and conforms with good practice, such as described in the current editions of the Best Practice Guide developed for Canada Mortgage and Housing Corporation (CMHC) and published as of the date of this Bylaw;
- 9.2.8** Certification by a Building Envelope Professional (BEP) that where an existing environmental separation is being repaired, the construction complies with the criteria set out in 9.2.7; and
- 9.2.9** Certification by a Building Envelope Professional (BEP) that where a new Building is over 600 square metres, contains more than four residential units or is greater than two stories in building height, excluding pre-engineered steel, tilt up concrete, concrete block, and heavy steel construction, the construction of the environmental separation complies with the criteria set out in Section 9.2.7.
- 9.3** Notwithstanding any other provisions of this Bylaw or the Building Code, whenever in the opinion of the Building Official the proposed work requires specialized technical knowledge, he may require, as a condition of the issuance of a permit, that all drawings, specifications and plot plans, or any part of them, be prepared, signed and sealed by and the construction carried out under the supervision of an architect and/or professional engineer specializing in the relevant field of design and construction.
- 9.4** The holder of a permit to which Section 9.2.8 or 9.2.9 applies shall ensure that the construction or repair of the environmental separation is supervised by a Building Envelope Professional (BEP).

10. Applications for Standard Buildings

- 10.1** An application for a building permit with respect to a standard Building shall:

- 10.1.1** Be made in the form prescribed by the City, and signed by the owner, agent appointed by the owner, or a signing officer if the owner is a corporation;
- 10.1.2** Be accompanied by the owner's acknowledgement of responsibility and undertakings made in the form prescribed by the City, and signed by the owner, agent appointed by the owner, or a signing officer if the owner is a corporation;
- 10.1.3** Include a site plan drawn to scale showing:
 - 10.1.3.1** the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - 10.1.3.2** the legal description and civic address of the parcel;
 - 10.1.3.3** the location and dimensions of all statutory rights of way, easements and setback requirements;
 - 10.1.3.4** the location and dimensions of all existing and proposed Buildings or Structures on the parcel;
 - 10.1.3.5** setbacks to the natural boundary of any lake, swamp, pond or watercourse where the City's land use regulations establish siting requirements related to flooding;
 - 10.1.3.6** 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 City's land use regulations establish siting requirements related to minimum floor elevation;
 - 10.1.3.7** the location, dimension and gradient of parking and driveway access; and
 - 10.1.3.8** 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.
- 10.1.4** 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** Include building elevations and/or sections indicating a geodetic elevation for the building height to a datum established by the requirements of the City of Port Alberni “Zoning Bylaw 1998, Bylaw No. 4395” as amended or replaced;
 - 10.1.6** Include a cross section through the Building or Structure illustrating foundations, drainage, ceiling heights and construction systems;
 - 10.1.7** Include elevations of all sides of the Building or Structure showing finish details, roof slopes, windows, doors, and finished grade;
 - 10.1.8** Include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the Building or Structure substantially conforms to the Building Code;
 - 10.1.9** 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;
 - 10.1.10** Contain two sets of drawings at a suitable scale of the design including the information set out in sections 10.1.5 – 10.1.8 of this Bylaw.
- 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 Standard Building where the project involves two or more Buildings, which in the aggregate total more than 1000 square meters, or two or more Buildings that will contain four or more dwelling units, or otherwise where the complexity of the proposed Building or Structure or siting circumstances warrant:
- 10.2.1** Site servicing drawings, including sufficient detail of off and on-site services to indicate locations at the property line, prepared and sealed by a Registered Professional, in accordance with the City’s subdivision servicing Bylaw;
 - 10.2.2** A section through the site showing grades, Buildings, Structures, parking areas and driveways;
 - 10.2.3** Architectural, roof plan and roof height calculations;
 - 10.2.4** Structural, electrical, mechanical or fire suppression drawings prepared and sealed by a Registered Professional;

- 10.2.5** Letters of assurance in the form of Schedules B-1 and B-2 as referred to in section 2.6 of Part 2 of the Building Code, signed by the Registered Professional; and
- 10.2.6** Any other information required by the Building Official or the Building Code to establish substantial compliance with this Bylaw, the Building Code and other Bylaws and enactments relating to the Building or Structure.
- 10.2.7** Details of the location, grades and elevations of the streets and public services including sewer and drainage abutting the parcel and showing access to the Buildings, parking, driveways, site drainage provisions and finished grades all tied into the City's geodetic monument system;
- 10.2.8** Plan that shows the location and size of every building drain and of every trap or inspection piece that is on a building drain;
- 10.2.9** A sectional drawing that shows the size and location of every soil or waste pipe, trap and vent pipe. The plans and specifications shall have on them complete design and calculation criteria so that the Building Official has this information available for examination, and shall bear the name, address and telephone number of the designer;
- 10.2.10** A survey of the Building site undertaken by a registered British Columbia Land Surveyor;
- 10.2.11** Confirmation prepared by a professional engineer that adequate fire flows are available for the proposed project in conformance with the guidelines contained in the current edition of the Fire Underwriters Survey publication "Water Supply for Public Fire Protection";
- 10.2.12** Details of the design of the environmental separation that demonstrates that the proposed construction conforms to the Building Code requirement for restricting entry of rain into the wall assembly and conforms with good practice, such as described in the current editions of the Best Practice Guide developed for Canada Mortgage and Housing Corporation (CMHC) and published as of the date of this Bylaw;
- 10.2.13** Certification by a Building Envelope Professional (BEP) that where an existing environmental separation is being repaired, the construction complies with the criteria set out in 10.2.12;

10.2.14 Certification by a Building Envelope Professional (BEP) that where a new Building is over 600 square metres, contains more than four residential units or is greater than two stories in building height, the construction of the environmental separation complies with the criteria set out in 10.2.12.

10.3 Notwithstanding any other provisions of this Bylaw or the Building Code, whenever in the opinion of the Building Official the proposed work requires specialized technical knowledge, he may require, as a condition of the issuance of a permit, that all drawings, specifications and plot plans, or any part of them, be prepared, signed and sealed by and the construction carried out under the supervision of an architect and/or professional engineer specializing in the relevant field of design and construction.

10.4 The holder of a permit to which 10.2.13 or 10.2.14 applies shall ensure that the construction or repair of the environmental separation is supervised by a Building Envelope Professional (BEP).

11. Professional Plan Certification

11.1 The letters of assurance in the form of Schedules B-1, B-2, referred in section 2.6 of Part 2 of the Building Code and provided pursuant to sections 9.1.11, 10.2.5, and 15.1 of this Bylaw are relied upon by the City 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.

11.2 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 section 10.2.4 and letters of assurance pursuant to section 10.2.5 of this Bylaw shall be in a form prescribed by the City.

11.3 A building permit issued pursuant to section 11.2 of 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.

11.4 When a building permit is issued in accordance with section 11.2 of this Bylaw, the building portion of the permit fee shall be reduced by five percent of the fees payable pursuant to Schedule "A" of this Bylaw, up to a maximum reduction of \$500.00 (five hundred dollars).

12. Fees and Charges

12.1 In addition to applicable fees and charges required under other Bylaws, a permit fee, calculated in accordance with Schedule "A" of this Bylaw, shall be paid in full prior issuance of any permit under this Bylaw. The fees payable for a building permit shall be based on the value of the proposed work, as estimated by the applicant provided that:

12.1.1 Where there is a dispute as to the basis of valuing the work to be done, the Chief Building Inspector may determine the value.

12.2 No refund shall be made where either construction has begun, an inspection has been made, or the building permit has expired.

13. Building Permits

13.1 When:

13.1.1 A completed application including all required supporting documentation has been submitted;

13.1.2 The proposed work set out in the application substantially conforms with the Building Code, this Bylaw and all other applicable Bylaws and enactments;

13.1.3 The owner or his or her representative has paid all applicable fees set out in section 12 of this Bylaw;

13.1.4 The owner or his or her representative has paid all charges and met all requirements imposed by any other enactment; and

13.1.5 No enactment, covenant, agreement, or regulation in favour of, or regulation of, the City authorizes the permit to be withheld;

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

13.2 When the application is in respect of a Building that includes, or will include, a residential occupancy, 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:

13.2.1 Is covered by home warranty insurance, and

13.2.2 The constructor is a licensed residential builder.

- 13.3** Section 13.2 of this Bylaw does not apply if the owner is not required to be licensed and to obtain home warranty insurance in accordance with sections 20(1) or 30(1) of the *Homeowner Protection Act*.
- 13.4** Every permit is issued upon the condition that the permit shall expire and the rights of the owner under the permit shall terminate if:
- 13.4.1** The work authorized by the permit is not commenced within 6 months from the date of issuance of the permit; or
 - 13.4.2** Work is discontinued for a period of 6 months.
- 13.5** A Building Official may extend the period of time set out under sections 13.4.1 and 13.4.2 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.
- 13.6** 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 City 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.
- 13.7** 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.
- 13.7.1** The word "temporary", as used in this subsection, shall mean a period not exceeding twelve months;
 - 13.7.2** Applications for a permit to construct a temporary Building shall be made in writing to the Building Official accompanied by:
 - 13.7.2.1** plans showing the location of the temporary Building on the site and construction details of the temporary Building;
 - 13.7.2.2** a statement of the intended use and duration of the use; and

13.7.2.3 a bond or certified cheque in the amount of One Thousand Dollars (\$1,000.00) which will guarantee that the temporary Building will be removed entirely and the site left in a safe and sanitary condition to the satisfaction of the Building Official when the permit has expired.

13.8 When a site has been excavated and a Building permit is not subsequently issued or a subsisting building permit has expired in accordance with the requirements of section 13.4, but without the construction of the Building or Structure for which the building permit was issued having commenced, the owner shall fill in the excavation to restore the original gradients of the site within 60 days of being served notice by the City to do so.

14. Disclaimer of Warranty or Representation

14.1 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 or Structure meets any standard of materials or workmanship.

15. Professional Design and Field Review

15.1 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 to provide design and plan certification and field review by means of letters of assurance in the form of Schedules B-1, B-2 and C-B referred to in section 2.6 of Part 2 of the Building Code.

15.2 Prior to the issuance of a Certificate of Occupancy for a Complex Building, or Standard Building in circumstances where letters of assurance have been required in accordance with sections 9.1.12, 10.2.5 or 15.1 of this Bylaw, the owner shall provide the City with letters of assurance in the form of Schedules C-A and/or C-B, as is appropriate, referred to in section 2.6 of Part 2 of the Building Code.

16. Responsibilities of the Owner

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

- 16.2** Before construction commences the owner shall:
- 16.2.1** Determine that the Building site is safe and will not be affected by flooding water caused by surface run-off or otherwise, or by other hazards;
 - 16.2.2** If applicable, obtain elevation and construction requirements relative to Provincial Flood Plain Restrictions from the Ministry of Environment;
 - 16.2.3** In all cases where it is proposed to conduct the waste from plumbing fixtures, trade waste or surface or roof water to a private or public sewer:
 - 16.2.3.1** make certain by inquiring from the City Engineer and Public Works that such private or public sewer is at a sufficient depth and of a capacity to receive such discharge;
 - 16.2.3.2** ensure that the elevation of the system allows for sufficient drainage;
 - 16.2.4** Incorporate into the design and plans submitted for a permit, the climatic data as contained in the Building Code;
 - 16.2.5** Obtain from the City, or other authority having jurisdiction where applicable, all necessary permits relating to demolition, excavation, Building, repair of Buildings, relocation of Buildings, zoning, change in classification of occupancy, swimming pools, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, access, electrical installations, and all other permits required in connection with the proposed work prior to the commencement work.
- 16.3** Every owner to whom a permit is issued shall be responsible for the cost of repair of any damage to municipal works that occurs in the course of the work authorized by the permit.
- 16.4** Every owner to whom a permit is issued shall, during construction:
- 16.4.1** Post and maintain the permit in a conspicuous place on the property in respect of which the permit was issued;
 - 16.4.2** Keep a copy of the accepted designs, plans and specifications on the property;
 - 16.4.3** Post the civic address on the property in a location visible from any adjoining streets;

- 16.4.4** Permit the Building Official to enter the Building or premises at any reasonable time for the purpose of inspection;
- 16.4.5** Ensure that no work is done on any part of the Building or Structure beyond any point outlined in Section 17.4 without first obtaining the written approval of the Building Official; and
- 16.4.6** Where tests of any materials are required by the Building Official to ensure conformity with the requirements of this Bylaw, or any enactment, transmit to the Building Official records of the test results.

17. Inspections

- 17.1** When a Registered Professional provides letters of assurance in accordance with sections 9.1.11, 10.1.10, 10.2.5, 15.1 or 15.2 of this Bylaw, the City will rely solely on field reviews undertaken by the Registered Professional and the letters of assurance submitted pursuant to section 15.2 of this Bylaw as 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.
- 17.2** Notwithstanding section 17.1 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.
- 17.3** A Building Official may attend at the site of the construction of standard Buildings or Structures to ascertain whether the health and safety aspects of the work are being carried out in substantial conformance with the those portions of the Building Code, this Bylaw and any other applicable enactment concerning safety.
- 17.4** The owner or his or her representative shall give at least 24 hours notice to the City when requesting an inspection and shall obtain an inspection and receive a Building Official's acceptance of the following aspects of the work prior to concealing it:
 - 17.4.1** When the forms for footings and/or foundations are complete, including any reinforcing steel, but prior to placing any concrete therein. Prior to approval of the foundation, a licenced British Columbia Land Surveyor's certificate may be required by the Building Official if deemed necessary to determine the location on the site;

- 17.4.2** After installation of foundation drains, dampproofing and drain rock, but prior to backfilling against the foundation. Approvals for installation of perimeter drain are subject to completion of backfilling within 24 hours of the inspection;
 - 17.4.3** When any pipes in a plumbing system or when plumbing appurtenances are installed in a location where they could be covered at a later stage of construction;
 - 17.4.4** When framing, sheathing, Building paper, flashing, weatherproofing of openings and window installation is complete, but before installation of any siding, wire mesh or stucco;
 - 17.4.5** When framing and siding of the Building are complete, including firestopping, bracing of chimneys, duct work, wiring and roofing, but before any insulation or interior finish is applied;
 - 17.4.6** Before a Building drain, sanitary or storm sewer is covered. 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;
 - 17.4.7** When the insulation and vapour barrier have been completed, but before any interior finish is applied which could conceal the insulation;
 - 17.4.8** When the smoke chamber of a fireplace or the chimney breaching assembly is complete, but before continuation of the assembly above this point;
 - 17.4.9** On completion of the installation of solid fuel burning appliances, furnaces or boiler installations in accordance with the Building Code, but prior to it being placed in service;
 - 17.4.10** When the Building or portion thereof is complete and ready for occupancy, but prior to any occupancy thereof; and
 - 17.4.11** Any additional inspections as required by the Building Official.
- 17.5** No aspect of the work referred in 17.4 of this Bylaw shall be concealed until a Building Official has accepted it in writing.
- 17.6** The Building Official may require an applicant to uncover any part of a construction which was covered before it was inspected and approved.
- 17.7** A report from the Building Official will be left on the construction site following each inspection, giving approval of work done or listing corrections which require reinspection and approval.

17.8 The requirements of section 17.4 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 sections 9.1.11, 9.1.12, 10.2.5, 15.1 or 15.2 of this Bylaw.

18. Certificate of Occupancy

18.1 No person shall occupy a Building or Structure or part of a Building or Structure until a Certificate of Occupancy has been issued in the form prescribed by the City.

18.2 Certificate of Occupancy shall not be issued unless:

18.2.1 All letters of assurance have been submitted when required in accordance with sections 9.1.11, 9.1.12, 10.2.5, 15.1 and 15.2 of this Bylaw; and

18.2.2 All aspects of the work requiring inspection and acceptance pursuant to section 17.4 of this Bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with section 17.9 of this Bylaw.

18.3 A Building Official may issue a Certificate of Occupancy for 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 18.2 of this Bylaw have been met with respect to it.

18.4 The owner shall:

18.4.1 Prior to the occupancy of any Building, or part of it, after completion of construction of the Building, or part of it, or prior to any change in occupancy of any Building, or part of it, obtain from the Building Official a Certificate of Occupancy which may be withheld by the Building Official until the Building or part of it, complies with the requirements of this Bylaw and any other enactment.

18.4.2 Prior to the occupancy of the Building, permanently affix the designated street number to the Building; and

18.4.3 Obtain from the Building Official written permission prior to resuming construction which has been suspended on any Building.

- 18.5** Where a building permit for a single family dwelling has been issued, the owner may apply for a certificate to occupy the Building prior to completion of construction, which certificate may be withheld until the Building or part thereof complies with the health and safety requirements of this Bylaw and any other applicable enactment.
- 18.6** Where a change in the occupancy of a Building or portion thereof is proposed, no Certificate of Occupancy will be issued until the Building Official is satisfied that no reduced level of safety will result.

19. Retaining Structures

- 19.1** A Registered Professional shall undertake the design and conduct field reviews of the construction of a retaining Structure greater than 1.5 meters in height. Sealed copies of the design plan and field review by means of letters of assurance in the form of Schedules B-1, B-2, and C-B referred to in Section 2.6 of Part 2 of the Building Code for all retaining Structures greater than 1.5 meters in height shall be submitted to a Building Official prior to the issuance of a permit.

20. Relocation

- 20.1** No person shall:
- 20.1.1** Move or cause to be moved any Building or Structure from one parcel to another without first obtaining a permit;
 - 20.1.2** Move or cause to be moved any Building or Structure unless it has been determined to the satisfaction of the Building Official that the Building or Structure meets the requirements of the Building Code and any enactments; or the applicant provides plans and specifications to the satisfaction of the Building Official detailing any and all upgrading required to meet the requirements of this Bylaw and any enactments after the Building or Structure is moved to a new site; or
 - 20.1.3** Relocate a residential Building or part of it to another parcel of land within the City unless it can be shown that the residential Building, once reestablished on this new site, will have an assessed value not less than 1¼ times the average assessed values of all residential Buildings situated within 50 metres of the site or parcel of land to which the Building is to be moved.

- 20.2** A person who applies for a permit to move a Building or Structure or part of it either within or into the City shall deposit with the Building Official a certified cheque or other financial security in the amount of Two Thousand Dollars (\$2,000.00) payable to the City, issued in a form satisfactory to the Director of Finance to ensure that the Building shall be completely re-erected on the new site within twelve months of the date of issuance of the permit. If the Building or Structure or part of it is not completed within the specified time, the Building Official may send a written notice to the owner stating that the Building does not comply with this Bylaw or other enactment and direct the owner to remedy the non-compliance within thirty days from the date of service to the notice. If the non-compliance is not remedied within the period of thirty days, the certified cheque or other security in the sum of Two Thousand Dollars (\$2,000.00) shall be forfeited to the City.
- 20.3** Every person relocating a Building or Structure from a site within the City shall ensure that the site shall be left in a neat, clean and safe condition after the removal.

21. Demolitions

- 21.1** No person shall demolish a Building without first obtaining a permit.
- 21.2** Every person making application for a permit to demolish a Building shall, as part of his application, provide the Building Official with satisfactory evidence that:
- 21.2.1** No unsafe condition will be created or permitted; and that
 - 21.2.2** The site of the demolition will be left in a safe, neat condition, free from debris and compatible with neighbouring properties to the satisfaction of the Building Official.
 - 21.2.3** Sewer and storm drain connections shall be securely capped and sealed at the edge of the demolition excavating in conformance with the "Subdivision and Development Bylaw", Bylaw No. 4130" and that:
 - 21.2.4** The Building Official is provided 48 hours prior notice to facilitate removal of the water meter.

22. Plumbing

- 22.1** Except as hereinafter provided, no plumbing shall be installed, altered or repaired until a permit to do so has first been obtained pursuant to this Bylaw.

- 22.2** No permit shall be required for the repair of leaks in water pipes or the replacing of plumbing fixtures, provided that such fixtures and the installation thereof conform with all other requirements of this Bylaw and the Provincial Plumbing Regulations, or for the removal of stoppages in sewer or drain pipes provided that clean-outs are utilized for such purpose and it is not necessary to cut any sewer or drain pipe.
- 22.3** No person shall cover or conceal any part of a plumbing system unless it has been firstly approved by the Building Official as set out in Section 17.4.
- 22.4** All plumbing shall be installed in accordance with the British Columbia Plumbing Code in effect.
- 22.5** All Buildings are required to have a water meter installed in compliance with the "Subdivision and Development Bylaw, Bylaw No. 4130".

23. Swimming Pools

- 23.1** No person shall commence or continue any work related to the installation, construction and alteration of a swimming pool or related ancillary equipment unless a valid permit has been obtained pursuant to this Bylaw.
- 23.2** Fences:
 - 23.2.1** Fences shall be constructed around the perimeter of swimming pools and shall not be less than 1.85 metres (6 feet) high, and not more than 2.4 metres (8 feet) high. The base of every fence shall be not more than 100 millimetres (4 inches) above ground or adjacent grade;
 - 23.2.2** No horizontal or angled framing member shall be located on the outside of the fence between 100 millimetres (4 inches) and 900 millimetres (36 inches) above ground level or adjacent finished grade. Fences composed of vertical members shall have no openings of a size which will permit the passage of a spherical object having a diameter of 100 millimetres (4 inches). Fences composed of angle members shall have no openings between adjacent members greater than 13 millimetres (1/2 inch);
 - 23.2.3** Notwithstanding the provisions of this Section, standard chain link wire mesh may be acceptable provided that such fence is a minimum of 1.85 metres (6 feet) in height;

23.2.4 Access through required fences shall be by means of self-closing gates so designated as to cause the gates to become secured with self-latching devices located on the swimming pool side of the fence and at a height of at least 1 metre (3.281 feet) above grade at the outside of the fence, or on the outside of the fence at 1.5 metres (4.921 feet) above grade;

24. Offences, Penalties and Enforcement

- 24.1** Any person who violates any provision of this Bylaw is guilty of an offence against this Bylaw and is subject to a minimum fine of \$100.00. Each day that a violation continues to exist is deemed to be a separate offence against the Bylaw.
- 24.2** This Bylaw is designated pursuant to section 264 of the *Community Charter*, S.B.C. 2003, c.26 as a bylaw that may be enforced by means of a ticket in the form prescribed.
- 24.3** Building Officials and members of the Royal Canadian Mounted Police are designated to enforce this Bylaw by means of a ticket pursuant to section 264 of the *Community Charter*.
- 24.4** The words or expressions listed in Schedule "B" of this Bylaw in the "Designated Expression" column are authorized to be used on a ticket pursuant to section 264(1)(c) of the *Community Charter* to designate an offence against the respective section of this Bylaw appearing opposite in the "Section" column. The amounts appearing in the "Fine" column are the fines set pursuant to section 265 of the *Community Charter* for contravention of the respective section of this Bylaw appearing opposite in the "Section" column.
- 24.5** 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. A Building Official may order the cessation of any work that is proceeding in contravention of the Building Code or this Bylaw by posting a Stop Work notice in a form prescribed by the City.
- 24.6** 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.
- 24.7** Where a person occupies a Building or Structure or part of a Building or Structure in contravention of section 6.2 of this Bylaw a Building Official may post a Do Not Occupy notice in a form prescribed by the City on the affected part of the Building or Structure.

24.8 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.

24.9 Every person who commences work requiring a building permit without first obtaining such a permit shall, pay to the City double the required fee prescribed by the Schedule "A".

25 **Severability**

25.1 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.

26. **Repeal**

City of Port Alberni "Building Bylaw No. 3998" and amendments thereto, are hereby repealed.

READ A FIRST TIME THIS 24TH DAY OF APRIL, 2006.

READ A SECOND TIME THIS 24TH DAY OF APRIL, 2006.

READ A THIRD TIME THIS 24TH DAY OF APRIL, 2006.

FINALLY ADOPTED THIS 23RD DAY OF MAY, 2006.

Mayor

Clerk

Schedule "A"
to Bylaw No. 4577

A. Building Permit Fees

1. The charge for permits issued in accordance with this Bylaw shall be based on the value of construction authorized by the permit as determined pursuant to Section "D" of this Schedule "A" and the fee shall be calculated in accordance with the following scale:

Estimated Value of Construction

- | | | |
|-----|---|--|
| (a) | For permits covering construction value of \$1,000 or less in value | \$30 |
| (b) | For permits covering construction value between \$1,000 and \$100,000 | \$30 plus \$6 per additional \$1,000 or fraction thereof |
| (c) | For permits covering construction value between \$100,000 and \$200,000 | \$624 for the first \$100,000 plus \$5 per additional \$1,000 or fraction thereof |
| (d) | For permits covering construction value between \$200,000 and \$500,000 | \$1,124 for the first \$200,000 plus \$4.50 per additional \$1,000 or fraction thereof |
| (e) | For permits covering construction value in excess of \$500,000 | \$2,474 for the first \$500,000 plus \$2.25 per additional \$1,000 or fraction thereof |
2. The fee for a permit to wreck or demolish a Building shall be \$20
3. The fee for a permit to move a Building shall be \$50 plus the fee prescribed in Subsection 1 above for the value of the work required to rehabilitate the Building in its new location.
4. Sign Permit Fee \$20
5. Reinspection Fee \$20
6. Provisional Occupancy Permit \$50
7. Special Inspection Fees, e.g. for Buildings proposed to be moved into the City. \$50

Schedule "A"
to Bylaw No. 4577 - cont'd.

Bylaw #4917 amendment adds under Plumbing Permit Fees (g) Perimeter Drain:

B. Plumbing Permit Fees

1. The fees specified shall be payable by any application to install, alter or repair plumbing.

(a)	For one fixture a fee of	\$10
	Each additional fixture	\$5
(b)	For the alterations or remodeling of any plumbing, where no fixtures are installed	\$4
(c)	For a sprinkler system - first two heads - each	\$6
	each additional head up to \$100	\$4
	each additional head over \$100	\$.50
(d)	For the installation of vacuum breakers in a lawn sprinkler system or for the installation of vacuum breakers or approved double check valve assembly on an existing device a fee of	\$10
(e)	Reinspection	\$10
(f)	Temporary Building	\$25
(g)	Perimeter Drain	\$200

C. Oil or Gas Tank or Appliance Installation Fees

1. The fees hereinafter specified shall be payable by any applicant for a permit to install oil or gas tanks or appliances.

(a)	<u>Appliances</u>	
(i)	Space heaters	\$20
(ii)	Ranges	\$20
(iii)	Furnace	\$20
(iv)	Appliance (other than above)	\$20
(v)	Reinspection	\$15

(b) Storage Tanks

for each litre of liquid capacity

½ cent per litre
with a minimum fee of \$20
for any one permit

(c) Compressed Gas Installations

for classifying compressed gas dispensers

\$100

Schedule "A"

to Bylaw No. 4577 - cont'd

D. General

1. REFUNDS - No fees or part thereof paid to the City shall be refunded if construction has commenced. If construction has not commenced and if the Building Official so certifies, the Director of Finance may refund to the applicant with respect to a valid permit, the amount of the permit fee less \$40 or 10%, whichever is the greater.
2. RENEWALS - Where a permit has lapsed and the authority having jurisdiction has established that the proposed work complies with this Bylaw and all other applicable Bylaws, the permit may be renewed on payment of a renewal fee of 5% of the original permit.
3. REGISTERED PROFESSIONAL FEE REDUCTION - Where appropriate, Registered Professionals are retained by the owner and provided certificates in the form of Appendices F-1, F-2 and F-2A are filed with the Building Official and the City indicates in writing to the owner that, in issuing the Building permit, it is relying on the certification of the Registered Professionals, the Building permit fee shall be reduced by 5% to a maximum of \$500 for any one property. This reduction reflects the cost of the work that would otherwise be done by the Building Official to determine compliance with the Building Code and other applicable safety enactments.
4. The valuation of construction for the purpose of determining permit fees shall reflect the total current monetary worth of all Construction and work related to the Building or Structure authorized to be constructed by the permits and without limiting the generality of the foregoing shall include the value of:
 - (a) materials and equipment of whatever nature incorporated into the Building or Structure;
 - (b) labour, including labour of the owner;
 - (c) fees involved in design, investigations, testing, consulting construction, labour and management, contractors' and subcontractors' profit and overhead, social services tax, goods and services tax and insurance;
 - (d) materials and equipment rented for carrying out the Construction and;
 - (e) mechanical, electrical, elevator, plumbing, drainage, heating, air conditioning and gas installation notwithstanding that other permits may be required for such installations.

Schedule “B”

Fine Schedule

Description of Offence	Section #	Amount of Fine
Construct without a permit	6.1	\$100.00
Occupy Building without permit	6.2	\$100.00
False information on permit application	6.3	\$100.00
Tamper with posted notice	6.4	\$100.00
Work in variance of plansation	6.5	\$100.00
Obstruct Building Official	6.6	\$200.00
Occupy Building after change of class without permit	6.7	\$100.00
Repair Building damaged 75 percent assessed value	6.8	\$100.00
Disobey cessation order	6.9	\$200.00