



THE CORPORATION OF THE CITY OF NORTH VANCOUVER

“CONSTRUCTION REGULATION BYLAW, 2003, NO. 7390”

CONSOLIDATED FOR CONVENIENCE – FEBRUARY 7, 2011

Amendment Bylaw, 2004, No. 7607	Demolition Permits and Housekeeping
Amendment Bylaw, 2004, No. 7602	Schedule A – Fees and Deposits
Amendment Bylaw, 2005, No. 7713	Definitions and Schedule A – Fees and Deposits
Amendment Bylaw, 2008, No. 7904	Schedule A – Fees and Deposits
Amendment Bylaw, 2009, No. 8015	Bylaw Notice Process
Amendment Bylaw, 2009, No. 8058	Schedule A
Amendment Bylaw, 2011, No. 8143	Part 9 Building Security
Amendment Bylaw, 2011, No. 8142	Schedule A and Housekeeping

The Council of The Corporation of the City of North Vancouver, in open meeting assembled, enacts as follows:

PART 1 – TITLE

This bylaw shall be known and cited for all purposes as “**Construction Regulation Bylaw 2003, No. 7390**” (A bylaw for the regulation, and administration of Codes, Acts and regulations pertaining to building construction, plumbing systems, and electrical and gas installations).

PART 2 – TABLE OF CONTENTS

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PART 3 - DEFINITIONS

- 3.1 **“Acknowledgement of Responsibility”** means a document to be signed by the *Applicant* or *Agent*, acknowledging responsibility to ensure that construction is undertaken in compliance with the *Building Code*, *City* bylaws, and other regulatory requirements.
- 3.2 **“Act”** means the Local Government Act, The Community Charter, or any successor legislation as applicable.
- 3.3 **“Agent”** means a person that has legal authority to bind the *Owner* and make decisions on the *Owner’s* behalf whose authority shall be confirmed by way of an authorized “Agents Authorization” form, as described by the *Manager Inspections*.
- 3.4 **“Agents Authorization Form”** means a document as described by the Manager, Inspections.
- 3.5 **“Alternative Solution”** means a proposal that differs from a prescriptive design or solution described in the code but provides an equivalent level of performance as intended by the code.
- 3.6 **“Applicant”** means an *Owner*, person, firm or corporation representing the *Owner*, by designation or contract, and may include a contractor or tenant (lessee), authorized to act as an *Agent* for the *Owner*, who applies for any permit under this bylaw.
- 3.7 **“building”** means a structure or portion thereof, or a building as defined in the British Columbia Building Code.
- 3.8 **“Building Code”** means the British Columbia Building Code adopted by the Minister under Section 692 of the *Act*, and that is in effect at the time of permit issuance.
- 3.9 **“building envelope”** means those parts of the *building*, which separate inside conditioned space from outside unconditioned space.
- 3.10 **“Building Official”** means a Building Inspector and Plumbing Inspector as defined in the Local Government Act, a “local inspector” as defined by the Gas Safety Act, and an “inspector” as defined in the Electrical Safety Act, and employed or acting on behalf of the City, or designate.
- 3.11 **“catch basin”** see *Sump*.
- 3.12 **“Certificate of Occupancy”** means a *City* document giving permission to occupy a *building* or *portion of a building* for the use described.
- 3.13 **“City”** means The Corporation of the City of North Vancouver and includes those lands, including the air space above and the surface of water within, the legal boundaries of the City.
- 3.14 **“City Engineer”** means the City Engineer or his representative.
- 3.15 **“codes”** means codes or regulations and other *Acts* adopted by the Provincial Ministry responsible for building matters, that pertain to construction and that are adopted by the Province and that are in effect in the City.
- 3.16 **“construct”** means to build, erect, install, repair, alter, add, enlarge, move, locate, relocate, reconstruct, demolish, remove, or shore a *building*, structure, and an electrical plumbing or gas system or installation.

- 3.17 “**construction**” means the carrying on of any of the activities described under “**construct**”, and also means the installation, erection, repair, removal, or addition of signs, marquees, canopies or awnings, and may be used to describe the act or product of construction.
- 3.18 “**Contractor**” means a person, firm, or organization that does, or undertakes to do, either for their own use or benefit, or for the use or benefit of another, whether or not for the purposes of gain, any process or activity to which this bylaw applies.
- 3.19 “**Council**” means the elected City Council of The Corporation of the City of North Vancouver.
- 3.20 “**design**” includes plans, diagrams, drawings and specifications depicting the arrangement, construction and operation of any thing, process or activity to which this bylaw applies.
- 3.21 “**Manager, Inspections**” means the person appointed from time to time by Council to serve as the *City Building Inspector*.
- 3.22 “**occupancy**” means the use or intended use of a *building* or part thereof for the shelter or support of persons, animals or property.
- 3.23 “**Parking Facility**” means a contiguous parking area and access to that parking area within a building or structure that holds six (6) or more vehicles.
- 3.24 “**Owner**” means *Owner* as defined in the Act;
- 3.25 “**permit**” means permission given in writing to an *Applicant* to perform work or acts regulated by this bylaw, and may be variously described as a building permit, electrical permit, plumbing permit, gas permit, sign permit, compressed gas systems permit, or occupancy permit.
- 3.26 “**structure**” means a construction or portion thereof of any kind, whether fixed to, supported by, or sunk into land or water, or attached to a *building*, and includes retaining walls over 1.2m in height, excavations, awnings and canopies, but excludes landscaping, paving and fences.
- 3.27 “**Street Occupancy Permit**” means permission received to use or occupy *City* property, adjacent to property on which there is construction activity for purposes of the storage of materials or equipment.
- 3.28 “**sump**” or Catch Basin means a fixture installed to intercept storm runoff water or subsoil drainage and may allow for the settlement of sediment, deleterious matter or suspended solids prior to the discharge of the runoff water to the storm drainage system.
- 3.29 “**swimming pool**” means any constructed or prefabricated pool used or intended to be used for swimming, bathing, wading, and having a surface area more than 14m² and a depth of more than 450mm.
- 3.30 “**value of construction**” means the monetary value of the work or works being performed including all materials, labour and ancillary costs of construction;
- 3.31 “**Zoning Bylaw**” means the *City Zoning Bylaw*.

PART 4 – PURPOSE AND APPLICATION

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

4.1 Purpose

This bylaw has been enacted for the purpose of regulating construction within the City in the general public interest. This bylaw reflects the City's policy decision that, as a result of limited financial and other resources, and the expertise required to suitably review complex and other types of construction, the level and extent of *building* plans review, inspection and enforcement will be conducted at the discretion of the Manager, Inspections as he or she deems appropriate in any situation. This may include, but shall not be limited to, limited and interim spot checking or monitoring functions. It is not contemplated nor intended, nor does the purpose of this bylaw extend to:

- a) the protection of owners, owner/builders or constructors from economic loss;
- b) the assumption by the City of North Vancouver 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;
- c) provide any personal 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;
- d) providing a warranty or assurance that construction undertaken pursuant to *building* permits issued by the City is free from latent, or any defects.

4.2 This bylaw applies to all new construction, alterations, renovations or extensions of *buildings* in the City of North Vancouver except as otherwise exempted herein.

PART 5 – PROHIBITIONS AND OFFENCES

5.1 *No person shall construct contrary to:*

- a) a provision contained in this bylaw;
- b) an order posed under this bylaw, or
- c) a condition upon which a *permit* has been issued under this bylaw.

5.2 No person shall vary the details of an approved plan, specification or document which form part of a permit application without first having obtained, in writing, authorization from a Building Official.

5.3 No person shall allow the property boundaries, or grading of a *building* lot, to be so changed as to place a *building* in contravention of this or any other bylaw of the City.

5.4 No person shall knowingly submit false or misleading information.

5.5 No person shall occupy or use any construction, alteration, addition, electrical, plumbing or gas system without first having obtained, from a Building Official, a final review, or a Certificate of Occupancy;

5.6 No person shall interfere with, or in any manner hinder, a Building Official in the exercise of his powers and duties under this bylaw.

- 5.7 No person shall refuse, fail, or neglect to comply with an order or notice issued by a Building Official.
- 5.8 No person shall undertake work that could cause damage to or create a hazard to adjacent *buildings* or land without taking precautions to mitigate the damage or hazard.
- 5.9 No person shall move any *building* or part thereof having a gross floor area exceeding 10m² (107.6 ft²) from or to a parcel of land located in the City without first obtaining a permit.
- 5.10 No person shall leave an open excavation for more than 90 days, or leave an open excavation for any length of time unless the excavation is sufficiently protected.
- 5.11 No person shall remove or deface unless authorized by a Building Official:
- a) any label or marking on a material or product that has been affixed to show compliance with this bylaw or a referenced document; or
 - b) any notice or certificate posted upon or affixed to any *building* or property pursuant to any provision of this bylaw.
- 5.12 No person shall cause, suffer or permit the disposal of sewage, human excrement, or liquid wastes, in any place or manner except through and by means of an acceptable plumbing system.
- 5.13 No person shall use, maintain or install any private sewage disposal system unless accepted by the City.
- 5.14 No person shall connect:
- a) a subsoil drainage system to a sanitary sewer system; or
 - b) a septic tank to the public sewer system.
- 5.15 No person shall construct, design, or place a *building* or plumbing system so that the public sewer has insufficient depth and/or capacity to receive the plumbing system discharge, unless accepted by a Building Official.
- 5.16 No person shall connect a plumbing system to a public sewer system where the plumbing system is subject to surcharge unless openings in the plumbing system are protected.
- 5.17 No person shall install exterior shutters or closures over windows or doors without prior written approval from the City.
- 5.18 No person shall occupy or undertake work on, over, or under City property or streets, or erect or place any construction or store any material thereon, without first having obtained a Street Occupancy Permit or other required permit from the City.

PART 6 - DUTIES AND RESPONSIBILITIES

- 6.1 The *Applicant* shall comply with all conditions on any permit issued to the *Applicant* under this bylaw.
- 6.2 An *Applicant* shall apply, pay for and obtain from the City all necessary permits required in connection with a proposed construction prior to the commencement of the work.
- 6.3 An *Applicant* shall, if required by a Building Official, provide an “Acknowledgement of Responsibility” signed by the *Owner* or *Agent* in a form described by the Building Official.
- 6.4 An *Applicant* must be eligible under the specific regulations, either contained within this bylaw or other regulations or enactments, to apply for the permit being applied for.
- 6.5 An *Applicant* shall keep a copy of the design drawings and specifications readily available at the site for the Building Official during construction.
- 6.6 An *Applicant* shall post the construction site identification card issued by a Building Official, so that it is conspicuously posted on the front of the premises, or on a sign post, so that it may be easily read from the street from which the property takes its address.
- 6.7 An *Applicant* shall provide at least 24 hours notice to the City before an inspection is required.
- 6.8 An *Applicant* shall, if any construction, *building*, electrical installation, gas, plumbing or sprinkler system is in an unsafe condition, immediately take all necessary action to correct the unsafe condition.
- 6.9 An *Applicant* is responsible for the cost of repair of any damage to municipal works that occur as a result of, or in relation to, the work covered by the permit;
- 6.10 An *Applicant* shall, if a failure or structural collapse occurs that causes, or has the potential to cause, injury or loss of life, if requested by a Building Official, submit a report that provides:
1. the address of the property;
 2. the name(s) and address(es) of the *Owner(s)* of the *building*;
 3. the names and addresses of the registered professionals and the *contractor*;
 4. details of the nature of the failure or structural collapse; and
 5. a description of the remedial action being taken.
- 6.11 An *Applicant* shall retain one or more registered professionals, to design, conduct field review, and witness the testing or verification of the following systems or construction, of:
1. automatic sprinkler systems;
 2. fire alarm systems;
 3. commercial cooking ventilation systems;
 4. paint spray booths;
 5. *building envelopes* for buildings covered in Part 3 of the Building Code;
 6. retaining walls exceeding 1,200 mm in differential height; and
 7. any other systems or installations a Building Official may require.

PART 7 – ADMINISTRATION

- 7.1 No action lies against the City, its Council, their employees, officers or administrators, for anything done or not done by any of them in good faith while exercising their powers and performing their duties under this bylaw.
- 7.2 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, and no person shall rely on any of those acts a establishing compliance with the *Building Code* or this bylaw or any standard of construction.
- 7.3 This bylaw is administered by the Manager, Inspections, who may:
- 7.3.1. Keep, or dispose records of plans, specifications, any other documents submitted, applications received, *permits* and orders issued, inspections and tests made, and retain copies of all papers and documents connected with the administration of this bylaw;
- 7.3.2. If he or she considers that the site conditions, size or complexity of development or an aspect of a development warrant, require that a registered professional provide design and plan certification and field review by means of Letters of Assurance referred to in the *Building Code*;
- 7.3.3. refuse to issue a *permit*:
- a) where, in his or her opinion the proposed work will contravene the requirement of the applicable *codes*, or the provisions of this or any other applicable bylaws of the *City*, and shall, where requested by the *Applicant*, give written reasons for his or her refusal; or
 - b) when the *Applicant* has violated this or any other applicable bylaw, and that violation has not been remedied; or
 - c) if the *Applicant* is indebted to the City for fees due as prescribed by this bylaw; or
 - d) for *construction* on properties where permitted work has not been completed or outstanding work orders or deficiencies exist;
- 7.3.4. cancel, revoke and terminate all rights under a permit or permit application if:
- a) there is a contravention of any condition under which the *permit* was issued; or
 - b) the *permit* was issued in error; or
 - c) the *permit* was issued on the basis of incorrect information; or
 - d) all *permits* required under this bylaw, or other approvals have not been obtained; or
 - e) the *construction* creates an unsafe condition; or
 - f) a written request to cancel the *permit* or *permit* application is submitted by the *Applicant*; or

- g) changes by any person to the *permit* documents which, in the judgment of a *Building Official* change the scope of work, design, or intent of the original submission; or
- h) the negotiable instrument used for payment of the *permit* fee or the *permit* application fee is not honoured for any reason; or
- i) any conditions in Section 8.2.1 are not complied with; or
- j) the *permit* or *permit* application has expired.

7.3.5. issue permits, orders, reports or notices, with conditions attached, intended for the administration of this bylaw.

7.3.6. impose any conditions on any permit issued pursuant to this bylaw, including, without limitation:

- 1. proof that professional liability insurance in an amount and form satisfactory to the Manager, Inspections is and will be maintained in full force and effect for any architect, engineer or other professional involved in the design, construction or inspection of a *building*;
- 2. proof that project insurance in an amount and form satisfactory to the Manager, Inspections is and will be maintained in full force and effect for any *building*;
- 3. that security, in a form and amount satisfactory to the Manger, Inspections is provided to the City in respect of any *building* or aspect thereof;
- 4. that a guarantee, in a form satisfactory to the Manager, Inspections, of the Owner, or where the Owner is a subsidiary or affiliate of a corporation, of the parent corporation, is provided to the City with respect to the design, construction or inspection of a *building*;
- 5. that a covenant and indemnity in favour of the City, with respect to the design, construction or inspection of a *building*, is provided by the Owner;
- 6. any other condition available at law which in the opinion of the Manager, Inspections should be imposed.

7.4 Copies of drawings for buildings in the City can be provided to applicants when available, subject to:

- 1. Freedom of Information criteria, including if required by the Manager, Inspections, notice in writing from the owner and/or building architect that the applicant is authorized to obtain a copy of the drawings: and
- 2. Payment of fees as described in Part 16 Schedules - Plan Retrieval and Copies.

7.5 At his/her discretion accept digital signatures and seals on those electronic documents requiring proof of authenticity or confirmation of authorship.

PART 8 – PERMITS

8.1 Requirement for Permit

8.1.1 A *permit* is required before proceeding with:

1. *Construction*, additions to, alterations of, demolition of , or relocation of a *building* or other *structure*, except a *structure* having an area not exceeding 10m²;
2. The installation, alteration or connection of an electrical system;
3. The installation, alteration or connection of a plumbing system;
4. The installation alteration or connection of a sprinkler system;
5. The installation, alteration or connection of a gas system;
6. Where a sign *permit* is required by the City’s Sign Bylaw, the installation of signs, canopies, awnings or marquees.
7. Blasting, demolition, or dismantling of *buildings* or systems.
8. A substantial repair, alteration or modification to a *building envelope* for *buildings* containing more than two dwelling units and classified as Group C, residential major occupancies, according to the *Code*;
9. *Construction* of a *Swimming Pool*.

8.2 Conditions of Permits

8.2.1 *Permits* are issued upon the condition that:

- a) they are non-transferable, unless an application for a transfer is received and accepted by a *Building Official*, and the appropriate fee required in Schedule “A” is paid;
- b) the work shall be carried out in accordance with all provisions of this bylaw, other *City* bylaws, provincial and federal regulations, the Architects Act, the Engineers and Geoscientists of BC Act and the codes and descriptions on the permit and drawings, and subject to any conditions that may be listed on the permit;
- c) the review of plans and documents by the Inspector shall not prevent the Inspector from thereafter requiring the correction of errors in the plans and supporting documents, or from prohibiting construction or occupancy being carried on when in violation of this bylaw or any other *City* bylaw;
- d) changes to previously accepted plans and supporting documents are submitted for review by the Inspector prior to the changes being constructed;
- e) demolition is completed within thirty (30) days of the start of demolition.

8.3 Expiry of Permits

8.3.1 A Permit shall lapse in the event that:

- a) work, other than demolition, has not commenced within six (6) months from the date of issuance of the permit and/or the work is not completed within two (2) years of the date of issuance of the permit; or
- b) demolition has not been started within ninety (90) days of permit issuance, except in the case of a building for which the demolition permit is being obtained contains more than three (3) residential rental premises in which case the permit is valid for seven (7) months;

- 8.3.2 A Permit may be renewed for periods not exceeding six (6) months, except demolition permits, which may be renewed for periods of thirty (30) days, provided that:
- a) application in writing for such extension, citing reasons acceptable to the Manager, Inspections is made prior to the date of expiry; and
 - (b) such application is accompanied with a permit renewal fee of 10% of the original permit fee, but not less than the minimum fee specified in Part 16 – Schedules.

8.4 Expiry of Permit Applications

- 8.4.1 Every application for a *Permit* shall expire where the *Applicant* fails to provide all required submissions and documents within six months of the date of application, or where all documentation has been received, and the permit is ready to issue, payment not received.
- 8.4.2 An application may be renewed for periods not exceeding six (6) months provided that:
- a) the application in writing for such extension, citing reasons acceptable to the Manager, Inspections is made prior to the date of expiry; and
 - b) such application is accompanied by an application renewal fee in accordance with Part 16 of this Bylaw.

8.5 Partial Permits

- 8.5.1 A *Building Official* may, at the risk of the *Applicant*, issue a *permit* or otherwise authorize the commencement of *construction*, or installation of electrical, plumbing, gas, or fire protection systems before the entire plans, specifications or documents for the entire construction *permit* has been submitted or accepted, provided that adequate information and details have been filed with the *City*, in compliance with this bylaw, as determined by a *Building Official*, to satisfy the *Building Official* that the work which has been proposed is in compliance with this bylaw. Despite the issuance of partial *permits*, the requirements of this bylaw shall apply to the remainder of the *building* or systems as if the *permit* or *permits* had not been issued.

8.6 Building Permits

- 8.6.1. Notwithstanding subsection 8.1.1 and unless required by the *Manager, Inspections*, *building permits* are not required for:
- 1. painting and decorating, re-roofing;
 - 2. retaining walls with less than 1,200mm in differential height between the finished grades on either side of the retaining wall;
 - 3. fences built in compliance with the *Zoning Bylaw*;
 - 4. repairs which the *Manager, Inspections* may, on application by the *Owner*, exempt due to their minor nature.
- 8.6.2 Fees for *building permits* shall be based on the value of *construction* being proposed and that value shall be as determined by the *Manager, Inspections*.
- 8.6.3 The value of construction for a *Building Permit* to raise or move a *building* shall include the cost to move the *building*, excavation at the new site, foundations, and alterations or repairs to the *building* to the point at which the moved *building* qualifies for *Occupancy*.

8.7 Building Permit Application Requirements

8.7.1 Applications for a *building permit*, *street occupancy permit*, and *demolition permit*, shall include drawings and other documentation including:

1. Proof that any conditions imposed pursuant to Section 7.3 have been or will be met.
2. two (2) sets for *construction* of, alteration of and/or additions to single or two family dwellings *buildings* and ancillary *building* to a single or two family dwellings or garage;
3. three (3) sets of drawing for commercial, industrial, or institutional *occupancy* renovations or alterations;
4. five (5) sets of drawings for all other *buildings* or *occupancies*;
5. 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;
6. 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 openings of windows; floor, wall and ceiling finishes; plumbing fixtures; structural elements; and stair dimensions;
7. a cross-section through the *building* or *structure* illustrating foundations, drainage, ceiling heights and *construction* systems;
8. elevations of all sides of the *building* or *structure* showing finish details, roof slopes, windows, doors, and finished grade;
9. cross-sectional details drawn at an appropriate scale and taken at appropriate locations to illustrate that the *building* or *structure* substantially conforms to the *Building Code*;
10. copies of approvals required under any Federal, Provincial, or Regional enactment relating to health, safety or environmental protection;
11. where applicable, a Letter of Assurance in the form of Schedule "A" as specified in Part 7.3.2 of this bylaw, signed by the *Owner*, or a signing officer of the *Owner* if the *Owner* is a corporation, as well as the *coordinating registered professional*;
12. where applicable, Letters of Assurance as referred to in Building Code, each signed by a registered professional.

8.7.2 Drawings and specifications supporting an application must be legible, drawn to scale and include:

1. a Building Code analysis where required by a *Building Official* and
2. a site plan prepared by a BC Land Surveyor showing;
 - a) the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - b) the legal description and civic address of the parcel;
 - c) the location and dimensions of all statutory rights-of-way, easements and setback requirements;
 - d) the location and dimensions of all existing and proposed *buildings* or structures on the parcel;

- e) setbacks to the natural boundary of any, swamp, pond, creek or watercourse where the *City's* land use regulations establish siting requirements related to flooding or habitat protection;
- f) dimensions to 'top of bank' for any parcels straddling, adjacent to, or within 100 meters from a stream.

8.8 Building Permit Inspection Requirements

8.8.1 Requests for inspections of *construction* are to be made:

1. after the forms for footings, foundations and slabs are complete, but prior to placing of any concrete;
2. after the installation of perimeter drainage, drainrock and dampproofing, but prior to backfilling;
3. after framing and roof sheathing of the *building* are complete, including firestopping, bracing, chimneys, fireplace(s), ductwork, plumbing, gas venting, and rough wiring, but before any insulation, wallboard or other interior or exterior finish is applied which would conceal such work;
4. after installation of insulation and vapour barrier, but before any interior finish is applied;
5. after installation of *building* paper, stucco wire but before application of stucco;
6. after plumbing, electrical, mechanical installations including kitchen and laundry fixtures, have been installed and the *building*, or part thereof, is ready for occupancy but before occupancy takes place; and
7. as otherwise required by this bylaw.

8.8.2 Where required, surveys, engineering reports and any other documentation deemed necessary by a *Building Official* must be provided prior to a building inspection being requested.

8.8.3 The Manager, Inspections, may require that the owner retain a professional to conduct any inspection required by this bylaw, and provide to the City satisfactory evidence that an inspection has been performed by a qualified professional and that the construction or installation inspected complies with any applicable codes and plans.

8.9 Demolition or Moving Permits

8.9.1 Before a *building* is demolished, raised or moved from a site within, into, or out of the *City*, the *Applicant* shall:

1. apply for and obtain all permits;
2. notify the City so that the plumbing system connections may be adequately severed at the property line. This work will be done by the *City*, and the cost thereof is to be paid by the Owner or Contractor;
3. notify other utilities to shut off and/or remove their service;
4. identify the site from which the *building* is to be moved, and the site to which the *building* is to be moved;
5. show compliance with the *Zoning Bylaw* for the land where the *building* is to be placed on a new site within the *City*;
6. provide evidence that the City Engineer, and the RCMP, have been informed of the time and route of the move.

8.9.2. A Demolition *Permit* for a *building* shall:

1. be valid for the term specified in section 8.3;
2. impose on the *Applicant* the obligation to remove from the site within the lifetime of the permit, all material resulting from, or produced by, the demolition and such other on-site works of reclamation as may be specified in the permit;
3. include the removal of all plumbing systems to the property line as required by the *City*.

8.10 Temporary Buildings

8.10.1 Notwithstanding anything contained elsewhere in this bylaw, the *Manager, Inspections* may allow, for a limited time only, the erection or relocation and existence of a *building* for purposes of a temporary nature;

8.10.2 No person, unless authorized by the Building Official, shall erect or place a temporary *building* without first entering into an agreement with the City and providing the required security deposit as specified in fee Schedule “A”;

8.10.3 A temporary *building* may be permitted for a period not exceeding one (1) year, on the condition that:

1. the temporary *building* shall be removed no later than the expiration of the specified period of time, except that this period may be extended when, in the opinion of the Manager, Inspections, such extension is warranted;
2. it is located and sited in compliance with the *Zoning Bylaw*;
3. it is connected as required to the *City’s* utility services; and
4. it is properly maintained at all times.

8.11 Occupancy and Final Acceptance

8.11.1 Except as provided for in clause 8.11.1.1 every new *building* shall be occupied only after approval has been granted by a *Building Official* by means of a *Certificate of Occupancy* being issued:

1. Where portions of a new *building* are suitable for *occupancy* the *Building Official* may issue an *Interim Occupancy Certificate* to allow the *occupancy* of a *building*, or part thereof, before completion of *construction*, subject to compliance with all health and safety requirements and subject to such other conditions, including security, as the *Building Official* may require;
2. Before either a *Certificate of Occupancy* or an *Interim Certificate of Occupancy* is issued, the address assigned and noted on the *Building Permit* must be installed on the *building* and/or suite(s), in conformance with the *City’s Zoning Bylaw* and Addressing Bylaw.

8.12 Temporary Occupancy of a Street for Building Purposes

- 8.12.1 A person desiring to occupy any street or part thereof, or the air space immediately above such street or part thereof, in connection with or incidental to the construction, maintenance, or demolition of any building, shall make application to the City for a permit. Such application shall contain:
1. In a form satisfactory to the City Solicitor, the undertaking of the owner to save harmless the City against all claims, liabilities, judgements, costs and expenses which may accrue to or against the City in consequence of, or incidental to, the granting of such occupancy.
 2. A Certificate of Insurance in the form prescribed by the Manager, Inspections.
- 8.12.2 No person shall occupy any street or part thereof or the air space immediately above such street or part thereof for the construction maintenance or demolition of any *building* without a permit from the City to do so, or when a permit has been obtained, in contravention of any restriction contained in the permit, or by depositing on the street or part thereof, any material not required for immediate use in the construction, maintenance, or demolition of such *building*.
- 8.12.3 The fee or fees payable for the issuance of a street occupancy permit for the use of any street or air space above or part thereof, shall be as prescribed and set forth in Schedule "A" attached to this bylaw.
- 8.12.4 The Building Official shall not authorize the occupation or any part of any street or the air space immediately above such part, beyond 6 metres (20 feet) from the property line, provided however that the Council may authorize the issuance of a permit to any person for the use and occupancy of a greater part or area of any street, subject to such conditions and stipulations as the Council may deem expedient.

8.13 Signs, Awnings Canopies and Marquees

- 8.13.1 An awning projecting over public property shall:
1. not have any supports extending into the street;
 2. be supported on iron or steel framework secured to the *building*;
 3. be at least 2.4m (8.0 feet) clear of the finished grade and at least .3m (1.0 foot) clear of the curb line;
 4. not be permitted over a lane;
 5. not interfere with fire escapes, traffic utilities or City works;
- 8.13.2 Any canopy or marquee projecting over public property shall:
1. not have any supports extending into the street;
 2. be of such construction so as to support the load requirements of Part 4 of the Building Code and meet the construction requirements of Part 3 of the Building Code;
 3. be adequately drained;
 4. be at least 2.75 metres (9 feet) clear of the finished grade, and at least 0.6 metres (2 feet), clear of the curb line;
 5. not be permitted over a lane;
 6. not interfere with fire escapes, traffic, utilities or City works.

8.14 Plumbing Permits

8.14.1 Notwithstanding subsection 8.1.1 plumbing *permits* are not required for:

1. the repair of leaks in water pipes;
2. the replacement of fixtures;
3. the removal of stoppages in soil or waste pipes provided no soil or waste pipe is broken and cleanouts are used for this purpose;
4. those plumbing systems exempted in the Plumbing Code and referenced in the Building Code;

8.14.2 Subject to the Provisions in Part 5 of this Bylaw:

1. All roofed and paved surfaces shall be connected to a storm drainage system;
2. All sub-soil drainage tile and area drainage shall be intercepted by a sump or catch basin prior to connection to a storm sewer;
3. The storm sewer shall be connected to the City storm sewer, a drainage ditch, rockpit, or other accepted point of disposal, as determined by the Inspector;
4. No piping conveying storm, surface, or groundwater shall be connected with the sanitary sewer system;
5. Unless otherwise approved by the Inspector, no storm or sanitary sewer shall pass under any *building* other than the *building* it serves, or an ancillary *building* located on the same property;
6. Every *building* in which plumbing fixtures are, or are to be, installed shall be connected to the *City* Sanitary Sewer system, or a private sewage disposal system. Where available, connection shall be made to the sanitary sewer. For purposes of this section “available” shall mean where the property is flanked or fronted by a lane, easement or street in which a *City* Sanitary Sewer is installed, or is to be installed;
7. Every *building* in which plumbing fixtures are, or are to be, installed shall be connected to the *City* water distribution system;
8. Where, in or on any premises, it is desired to install special fixtures, machines or appliances for which no provision is made in this bylaw, the *Building Official* may issue a special permit for the installation if, in the opinion of the *Building Official* they are satisfactory, and the installation does not disturb or interfere with the plumbing system in the said premises;
9. The existing plumbing in any *building*, or the plumbing services to the *building*, shall be subject to inspections by the *Building Official*, and:
 - a) whenever it is found that any plumbing installation is defective, unsanitary, or inadequate, the *Building Official* may notify, in writing, the *Owner*, *Agent* of the *Owner*, or person in charge of the property, of the defect, unsanitary condition or inadequacy, and the *Building Official* may require that the plumbing system or part thereof be repaired or altered to make the plumbing system safe, and to correct any deficiency identified;
 - b) Whenever, in the opinion of the *Building Official* there is reason to believe that the plumbing system in any *building*, or the plumbing services to the *building*, has become dangerous or defective on account of the settlement of the *building* or through abuse, accident, or for any other cause, the *Building Official* may require the *Owner*, *Agent*, or person in charge of the property to perform such tests as may be appropriate to ascertain whether any defective conditions exist.

10. In existing *buildings* in which the plumbing system is altered, repaired or renovated, deviations from this bylaw are permitted, provided such deviations are found necessary, conform to the intent of this bylaw, and are approved by the Building Official,
11. Sump pumps and catch basins shall be built to a minimum size and standard as established by the City;
12. All water supply pipe, sewer pipe, or waste pipe, shall be protected in the following manner, unless otherwise accepted by the Building Official:
 1. Water supply pipe outside of a *building* shall have a minimum depth of 600mm (24 inches);
 2. A sanitary drainage system outside of a *building* shall have a minimum depth of 400mm (15 inches);
 3. Where sanitary and/or storm drainage systems are subject to loading, vehicular or otherwise, a minimum coverage of 1m (3.28 ft) is required. Where coverage is less than 1m (3.28 ft), piping must be protected to the satisfaction of the *Building Official*.

8.15 Plumbing Permit Application Requirements

- 8.15.1 Except where exempted by the Building Official, drawings and specifications are to be submitted for each plumbing permit application.
- 8.15.2 The drawings and specifications are to be legible, drawn to scale and, if not part of a Building Permit application, two (2) sets are to be submitted.
- 8.15.3 The drawings are to include a riser diagram, specifications and documentation and indicate information necessary to determine that the proposed drainage system will be at such a depth, in such a position, and in compliance with this bylaw, so as to connect to the municipal sewer system.

8.16 Plumbing Inspection Requirements

- 8.16.1 Where a plumbing system has been installed or altered under a Permit, an inspection shall be requested before:
 1. the system is covered up with interior or exterior finishes; or
 2. the system is used.

8.17 Gas Permits

- 8.17.1 A Gas *Permit* is required for installation or alteration of any appliance, vent, piping when:
 1. the installation is in a single family dwelling serviced by an individual meter and supplied with gas at a pressure of 14.0 kPa or less; or
 2. the installation is in a commercial premises and is supplied with a gas pressure of 14.0kPa or less and the connected load served by an individual meter is less than 120kW (409,600 BTU/hr).

8.18 Gas Permit Application Requirements

- 8.18.1 Except where exempted by a *Building Official* drawings and specifications are to be submitted for each gas *permit* application;
- 8.18.2 Drawings and specifications are to be legible, drawn to scale and if not part of a *Building Permit* application, two (2) sets are to be submitted.

8.19 Gas Permit Inspection Requirements

- 8.19.1 Where a gas system or part thereof has been installed or altered under a *Permit*, an inspection shall be requested before:
1. the system is covered up with interior or exterior finishes;
 2. the system is used.

8.20 Electrical Permits

- 8.20.1 An electrical permit is required to do electrical work as described on the permit application form and as defined in the Provincial Electrical Safety Regulations. If the work is an emergency repair, a permit application must be made the first working day following the repair.
- 8.20.2 Permits may only be issued to qualified *Applicants*, namely:
1. A registered Electrical Contractor or their designated *Agent*;
 2. A resident owner of a detached single family dwelling without a secondary suite;
 3. The resident lessee of a detached single family dwelling not containing a secondary suite, with the owner's written permission.
- 8.20.3 Electrical permits are not required to replace the following items only:
1. Receptacles, cord attachment plugs, snap switches; lamps; dimmer switches; fan speed controllers; thermostats; fuses, and other work as defined in the Provincial Electrical Safety Regulation, Section 21.
 2. An electrical permit is required for all other electrical work.

8.21 Application Requirements for Electrical Permits

- 8.21.1 Plans shall be submitted for any installation designed by a registered professional and where so requested by the *Building Official*.
- 8.21.2 Plans are required for the installation or alteration of a fire alarm system

8.22 Inspection Requirements for an Electrical Permit

8.22.1 Electrical Permit holders shall request a field review at the following stages of construction:

1. When work to be concealed is roughed-in, before any covering or insulation is applied or installed;
2. When cables or conduits have been installed but prior to being buried underground or encased in concrete slabs or walls;
3. When connection to the supply authority is required;
4. When installation is complete (partial or fully);
5. When work is performed under the direction of a registered professional the permit holder is required to submit the field review documents provided to them by the registered professional.

8.23 Electrical Service Requirements

8.23.1 New electrical services and existing electrical services that are modified, and that are to be supplied overhead from the supply authority, must:

1. When service is available from the lane, be installed in a location that can be directly supplied from the lane;
2. When service is only available from the street, be installed in a location that can be supplied from both the street and the lane, in order that future supply from the lane is possible.

PART 9 – BUILDING SECURITY

9.1 Applicability

- 9.1.1. This Part shall apply to all new, multi-family residential buildings constructed under Part 3 (or Part 9 buildings on top of Part 3 Storage Garages) of the BC Building Code;
- 9.1.2. Where buildings described in 9.1.1 contain more than 50 dwelling units a Security Master Plan addressing the overall security of the building prepared by a certified CPTED/ ICA (International CEPTED Association) practitioner (or equivalent) and coordinated with other building systems by the Coordinating Registered Professional shall be submitted at the time of building permit application.
- 9.1.3. Security Master Plan submissions may subject to review by an independent third party at the owners expense.

9.2 Landscaping and Exterior Features

- 9.2.1. High visibility exterior entranceways are to be provided at all access and egress points to the building and shall
 - 1. be clear of landscaping for at least .9 meters (36”) on either side of all entrances and exit doors unless conditions allow a lesser clearances;
 - 2. where doors open onto common areas in the building to the outside or exterior parking areas, be illuminated to a minimum level of 220 lux and be activated by a motion activated switch.

9.3 Separation of Occupancies

Circulation and egress for residential occupancies shall be independent of circulation or egress systems accessible by commercial and other occupancies of the building;

9.4 Door Assemblies

- 9.4.1. All entrance and exterior door assemblies to dwelling units, doors between dwelling units and attached garages, door assemblies which directly or indirectly provide access from storage garage to dwelling units, and all other common property door assemblies shall conform to the testing requirements of the ASTM F476-84 standard “Standard Test Methods for Security of Swinging Door Assemblies” as specified in the Door Assembly Minimum Requirements listed in Figure 9-1 and subject to the requirements of this Section;
- 9.4.2. Where used, all perimeter and common area door hardware is to be rekeyed from those keys used during the construction period.
- 9.4.3. Doors required for access or egress shall have:
 - 1. continuous metal astragals for the full height of the door, securely anchored to conform to the assembly requirements of Figure 9-1 and the requirements of the BC Building Code if more than one door leaf is used, and;
 - 2. a door coordinator to allow the doors to close in a proper sequence;
 - 3. electrically operated door hardware, where they cannot be locked, subject to Section 9.4.4.
- 9.4.4. Doors with electrically operated door hardware shall be designed to release upon fire alarm actuation;

- 9.4.5 Lockboxes shall be provided and recessed in masonry and finished to indicate access with RED accessible by the North Vancouver Fire Department, BLUE accessible by the RCMP, and WHITE accessible by the ambulance service containing an access key or electronic key to the building and all public areas and shall be installed near main entry doors with the location and configuration pre-approved the Manager, Inspections;
- 9.4.6 Exterior doors shall:
1. be legibly identified with the manufacturer's name, standard used in production, designation for exterior use and conformance to CAN/CSA-0132.2 where wood;
 2. conform to CAN/CGSB-82.1-M where sliding;
 3. conform to CAN/CGSB-92.5-M [BCBC 9.6.5] where insulated steel;
- 9.4.7 Swinging wood door assemblies shall be constructed to resist 6 impact blows of increasing force conforming to ASTM Grade 30 and the hardware fastening points shall conform to ASTM Grade 30;
- 9.4.8 Double door assemblies not required to open for exiting shall have top and bottom flush bolts with a minimum engagement of 15mm and shall conform to the door impact testing of ASTM Grade 30 and must be equipped with hardware that allows the secondary or fixed door leaf to be released by authorized personnel only.
- 9.4.9 Hinge assemblies door assemblies shall be constructed to resist 6 impact blows of increasing force from the Hinge Impact test, resist 900 N (200 lbf) of tensile force from the Hinge Pin Load test and shall conform to ASTM Grade 30;
- 9.4.10 Deadbolt locks, strike plates and resistance to jamb spreading of door assemblies shall conform to ASTM Grade 30; identified in Table 9.1 "Door Assembly Minimum Requirements"

9.5 Windows and Glass

All exterior windows and glass shall conform to Sentence 9.7.3.1.(1) of BCBC, subject to the requirements of this Section;

- 9.5.1 Glass doors, glass areas in doors, and sidelights and windows located within 750 mm (30 in) of door locks that access dwelling units or are within public areas of multi-family buildings, and are within 5 m (16.4 ft) of finished grade or a climbable surface shall be safety or wired glass and shall conform with ASTM Grade 30;
- 9.5.2 Windows with sliding sash located within 5 m (16.4 ft.) of finished grade shall be installed so that the sliding sash locks automatically when closed and cannot be removed from its frame when in the closed position;
- 9.5.3 Skylight fastenings shall be tamperproof and shall be designed to prevent opening from the outside when in the closed and locked position if openable;
- 9.5.4 Other than elevator vestibules doors leading into rooms accessible directly from the parking area shall not have any glass areas within them.

9.6 Common Rooms

Doors leading into Amenity Rooms, Gyms, meeting rooms, garbage rooms and all other similar rooms intended for the use of residents are to be equipped with electro-magnetic locks or electric latches and card readers or similar in order to allow those facilities to be monitored and/or to provide restricted access as necessary.

9.7 Storage Rooms and Lockers

9.7.1 Storage Rooms walls and columns shall be painted white in colour with a minimum LRV (light reflective value) of 75%:

1. from no more than 300 mm (12 in.) above the floor, continuing to the ceiling, to;
2. not less than 2.5 m (8 ft) above the floor.

9.7.2 If accessible directly from the parkade storage rooms shall have steel entry doors with:

1. a clear opening width not less than 800mm (34 in.) with the door in the open position;
2. no glass or other feature allowing visual access;
3. a programmable entry system as described in 9.6;
4. anti-pry plates or full length metal astragals;
5. motion-activated lights providing illumination to a minimum level of 160 lux at the floor.

9.7.3 All Storage Lockers shall:

1. be weatherproof where exposed to the elements;
2. be constructed of wood metal or masonry in a manner that will effectively resist break-ins and;
3. if made of expanded metal:
 - a. be of No.9 gauge or heavier with openings no greater than 19mm (3/4 in.) across the lesser width;
 - b. reinforced by full-height solid steel bars of at least 13 mm (1/2 in) diameter or square section and spaced no more than 150 mm (6 in.) apart, welded to one another by at least two crossbars no more than 1.2 m (4 ft.) apart;
 - c. attached to the floor and/or ceiling with tamper-proof or concealed bolt heads or nuts;
 - d. designed to facilitate sprinkler coverage as required by NFPA 13;
4. if made of wood:
 - a. be of at least 1"x 4" construction with openings no greater than 25mm (1 in.) across the lesser width, attached to a steel framework with fasteners installed from the inside of the locker;
 - b. reinforced by full-height solid steel bars of at least 13 mm (1/2 in) diameter or square section and spaced no more than 150 mm (6 in.) apart, welded to one another by at least two crossbars no more than 1.2 m (4 ft.) apart;
 - c. attached to the floor and/or ceiling with tamper-proof or concealed bolt heads and/or nuts;
 - d. designed to facilitate sprinkler coverage as required by NFPA 13;
5. have entry doors with tamper-proof hinges with:
 - a. a clear opening width of 610 mm (24 in.) with the door in the open position;
 - b. tamperproof provision for locking the door with a padlock or similar;

9.8 Vehicle Storage Garages

- 9.8.1 Walls and columns shall be painted white in colour with a minimum light reflective value of 75%:
1. from no more than 300 mm (12 in.) above the floor, continuing to the ceiling, to;
 2. no less than 2.5 m (8 ft) above the floor.
- 9.8.2 Other than areas described in Section 9.2, lighting levels shall be a minimum of 50 lx, measured at the floor level with average lighting levels of:
1. 550 lx in the first 15m (49 ft.) of the entrance traffic aisle;
 2. 110 lx in traffic aisles;
 3. 220 lx in pedestrian access vestibules, stairwells and elevator lobbies;
- 9.8.3 Provide convex mirrors at storage garage intersections and corners where visibility is limited for vehicles and/or pedestrians;
- 9.8.4 Where a stair shaft servicing the storage garage connects to a storey containing an occupancy other than a storage garage, the stair shaft shall terminate at that storey;
- 9.8.5 Exits from:
1. storage garages shall be restricted to egress only from the storage garage and shall exit directly outside the building without allowing access to residential lobbies;
 2. visitor parking areas shall be separated from resident parking areas;
 3. Except for cross over floors residential floor egress doors shall be provided with hardware which keeps persons from re entering a floor area and allows the door to be locked from the inside the exit stairwell utilizing “storeroom function” type locksets, such that they may only be unlocked by authorized personnel.
- 9.8.6 Access to a storage garage from a stair shaft enclosure or elevator shall be open to the exterior or be provided through a high visibility vestibule that has:
1. maximum unobstructed visual area by means of clear wired glass in steel frames;
 2. a fire separation of not less than 1 hour as required by the BC Building Code;
 3. full or half glazed closures with a fire protection rating of not less than 45 minutes as required by the BC Building Code between the storage garage and the vestibule and between the vestibule and the stair tower;
 4. an alternative solution to Code compliance where the fire separation requirements would otherwise limit the extent of unobstructed glazed areas.
- 9.8.7 Security gates shall:
1. be provided at all vehicle entry points to storage garages;
 2. be provided to separate visitor parking from resident parking;
 3. be operated by a timer type switch located in a secure area so that the doors can be set to remain open or closed for periods of time;
 4. maintain a clearance between moving parts of the gate and adjacent surfaces sufficient to prevent injury or entrapment of a person attempting to maneuver between the gate and adjacent surface, but in no case shall the clearance be greater than 100 mm (4 in.);
 5. have motors capable of moving the gate in either direction from any position at a speed not exceeding 0.20 m/s (8 in. / sec);
 6. be provided with motors and hardware that has been selected on the basis of the anticipated daily cycles and the number of parking stalls in order to reduce maintenance down time;

7. have an emergency opening sensor located a minimum of 1.2 m (4 ft.) distance lateral from the edge of the opening and protected from tampering;
 8. utilize expanded metal other non combustible panels to prevent tampering by removing bars or components to gain access.
 9. Where horizontally sliding, be either:
 - a. protected by a pocket guard enclosure constructed against the receiving wall with a clearance between the guard and wall surface and the gate frame no greater than 25 mm (1 in.); or
 - b. equipped with a load sensitive device which will cause the gate to reverse direction upon contact with an obstruction and a 5 second audible or visual warning device indicating the opening and closing of the gate, and constructed with a clearance between the wall surface and gate frame of no greater than 25 mm. (1 in.);
- 9.8.8 Lockboxes containing an access key or electronic key to all parts of the storage garage and separate secure areas shall be monitored on the building security system and be installed near the entry phone system with the location and configuration pre-approved by the Manager, Inspections and subject to Section 9.4.5.
- 9.8.9 Where required for egress, person-doors shall:
1. be located next to, but independent of, the parking gate;
 2. have a path of travel additional to the required width of the drive aisle;
 3. have a minimum lighting level 110 lx.
- 9.8.10 Except for the main gate leading into the storage garage, exterior doors accessing secure areas of the parkade, and doors accessing only the residents parking areas shall remain locked at all times and be:
1. openable only with keys, radio frequency or other electronic security devices furnished to building residents and emergency personnel;
 2. in the case of the main gate, be openable with mass detection devices that are located such that vehicles entering the parkade will not hold the security gates open once they have crossed the threshold;
 3. in the case of gates accessing only the residents parking stalls, be openable only with keys, radio frequency or other electronic security devices furnished to building residents and emergency personnel;
 4. in the case of rooms accessible from any parking level, identified only with labels and/or room numbers that do not divulge the purpose or content of the room.
- 9.8.11 Openings not for vehicular or pedestrian passage shall have security grills or screens.

9.9 Bicycle Parking

Bicycle racks and lockers provide for the storage security of individual bicycles. Bicycle Rooms contain a maximum of 120 bicycle racks or lockers and are compartmentalized into bicycle compounds that contain a maximum of 40 racks or lockers

9.9.1 All Bicycle Racks shall:

1. be approved by the Canadian Standards Association (CSA) or similar approving authority, or be approved by the City if the rack is to be located on City streets;
2. support the frame of the bicycle not less than 0.5m (18 in.) above the floor;
3. allow the bicycle frame and front wheel to be locked to the rack with a U-style lock;
4. have secure, theft-resistant anchoring to the floor or ground;

9.9.2 All Bicycle Compounds shall:

1. be constructed so that the compound enclosure extends floor to ceiling and is:
 - a. made of expanded metal mesh of No.9 gauge or heavier with openings no greater than 19mm (3/4 in.) across the lesser width;
 - b. reinforced by full-height solid steel bars of at least 13 mm (1/2 in) diameter or square section and spaced no more than 150 mm (6 in.) apart, welded to one another by at least two crossbars no more than 1.2 m (4 ft.) apart;
 - c. attached to the floor and ceiling with tamper-proof or concealed bolt heads or nuts;
 - d. designed to facilitate sprinkler coverage as required by NFPA 13;
2. have entry doors with tamper-proof hinges constructed to the same standard as the enclosure with:
 - a. a clear opening width of 800 mm (32 in.) with the door in the open position;
 - b. a separate, high-security lockset or programmable entry placed in a steel plate box welded to the door structure;
 - c. a supporting post detailed to receive the striker plate;
 - d. the doorway detailed to prevent access to the latch from the lock side with boltcutters;

All Bicycle Rooms shall:

1. be constructed of solid opaque walls that extend from floor to ceiling and are finished in accordance to Section 9.7.1;
2. have all interior space visible from the entry door;
3. be provided with a motion-activated security light enclosed in a tamper-proof housing;
4. have steel entry doors providing:
 - a. a clear opening width of 800mm (32 in.) with the door in the open position;
 - b. steel frames with hinges on the inside or non removable pins;
 - c. a security window constructed of laminated or tempered glass or wired glass for permanent visual access
 - d. anti-pry plates or full length metal astragals.

9.9.4 Bicycle Rooms and Bicycle Compounds shall be provided with floor level illumination to a minimum level of 160 lux, subject to Section 9.8.2.

9.10 CCTV Monitoring

9.10.1 Common rooms and areas intended for the use of residents and tenants that are equipped with electro-magnetic locks or electric latches and card readers or similar as per 9.6 are required to have Closed Circuit TV cameras installed in a tamperproof or protected location and provide an optimal view of the entire area, including:

1. Inside and outside of garbage rooms;
2. Inside storage locker rooms;
3. Inside bicycle storage rooms;
4. At the entry gate into the vehicle storage garage;
5. Inside amenity rooms, gyms, mail rooms, meeting rooms, and all other similar common area rooms intended for the use of residents and tenants;

9.10.2 All CCTV signals are to be gathered in a central location and be available to be displayed on a monitor located in a room adjacent to the main lobby of the building;

9.10.3 A multiplexer capable of handling all the camera inputs plus 50% for future camera installations must be provided as part of the installation.

Table 9-1 Door Assembly Minimum Requirements
Excerpt from ASTM F 476-84 (2002) Table X5.1

Test	Measured Parameters	Grade 30 (med-high security)
Static Bolt Load ^A	Resistance	670 N (150 lbf)
Jamb/Wall Stiffness ^B	Force to spread increase in lock-front to strike space	16 000 N (3600 lbf) 13 mm (0.5 in.)
Knob Impact ^{A,C}	Resistance: 100-J (74-ft lbf) impacts	five blows
Cylinder Core Load ^A	Resistance	11 000 N (2495 lbf)
Cylinder Body Load ^{A,D}	Resistance	-
Knob Torque ^{A,C}	Resistance	110 N m (81 lbf ft.)
Cylinder Torque ^{A,D}	Resistance	110 N m (81 lbf ft.)
Cylinder Impact ^{A,D}	Resistance: 100-J (74 ft lbf) impacts	five blows
Door Impact	Impact resistance at center and panel Impact resistance of glazing: 100-J (74 ft lbf) ^E	Two blows of 80 J (59 ft-lbf), two blows of 120 J (90 ft-lbf) and two blows of 160 J (118 ft-lbf) Five blows
Hinge Impact	Impact resistance at hinge	Two blows of 80 J (59 ft-lbf), two blows of 120 J (90 ft-lbf) and two blows of 160 J (118 ft-lbf)
Hinge Pin Tensile Load ^F	Resistance	900 N (200 lbf)
Bolt Impact	Impact resistance at bolt	Two blows of 80 J (59 ft-lbf), two blows of 120 J (90 ft-lbf) and two blows of 160 J (118 ft-lbf)

- ^A Dead latch plunger must project at least 7.9 mm (5/16 in.). Use 7.9 mm (5/16 in.) spacer where required.
- ^B Bolt of latch must remain engaged in strike.
- ^C Only applies to locks that use a single bolt, or separate latch and lock bolts, that are mechanically interconnected.
- ^D Does not apply to key-in-knob lock sets.
- ^E Does not apply when glazing starts at a distance of 750 mm (30 in.) or more from the lock.
- ^F Applies to out swinging doors only.

PART 10 - BUILDING SPRINKLERS AND FIRE LIMIT AREAS.

- 10.1 The following *buildings* classified in accordance with the BC Building Code are designated as fire limit areas and shall be completely sprinklered:
- a) Group A, Assembly Occupancies;
 - b) Group B, Institutional Occupancies;
 - c) Group C, Residential Occupancies that exceed 4 dwelling units;
 - d) Group D, Business and Personal Service Occupancies that exceed 600 sq.m. in *building* area or three storeys in *building* height;
 - e) Group E, Mercantile Occupancies that exceed 600 sq.m. in *building* area or three storeys in *building* height; and
 - f) Group F, Industrial Occupancies.
- 10.2 Within the fire limit areas a sprinkler system is to be installed in conformance with the BC Building Code, and where a building permit application is required by this bylaw.
- 10.3 Clause 10.1 does not apply to additions and alterations which have a construction value of less than 25% of the construction value of the building prior to the addition or the alteration as determined by the Manager, Inspections..
- 10.4 All additions and alterations to a building required to have a building permit after January 1, 1996 shall be considered cumulatively over a 2 year period from the date of the original building permit application, for the purpose of establishing the valuation limitation in Clause 10.3.

PART 11 - SWIMMING POOLS

- 11.1 *Swimming Pools* shall be enclosed within a fence of not less than 1070mm (3 ft 6 inches) in height with no openings greater than 100mm (4inches) in their least dimension. Access through the fence enclosing the *swimming pool* shall be equipped with a self-closing gate, so designed as to cause the gate to return to a locked position when not in use and secured by a spring lock, which can be opened on the *swimming pool* side only. For the purpose of this Section, *swimming pool* shall include any constructed or prefabricated pool used or intended to be used for swimming, bathing, or wading, having a surface area exceeding 14.0m² (150 square feet), and a depth of more than 450mm (18inches).

PART 12 - COMPLIANCE

12.1 Right of Entry

12.1.1 A Building Official:

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;
2. where any residence is occupied, shall request the consent of the occupant or provide written notice to the occupant 24 hours in advance of entry; and
3. shall carry proper credentials confirming his or her status as a *building official*;
4. may order the correction of any work that is being or has been done in contravention of this bylaw.

12.2 Inspections

- 12.2.1 In carrying out a review, examination or evaluation under this bylaw, a *Building Official* may:
1. be accompanied by any person or thing that the *Building Official* considers would be of assistance in the performance of their duties;
 2. review, examine and evaluate any thing, process or activity to which this bylaw applies, and photograph or otherwise record any thing, process or activity that is relevant;
 3. if necessary, for safety reasons, and on providing notice when practical, temporarily close or disconnect, or require temporary closure or disconnection of, any thing, process or activity to which this bylaw applies, for the purpose of making the review, examination or evaluation; and
 4. review, perform or require to be performed any tests and evaluations, at the expense of the *Owner*, that the *Building Official* considers necessary for any thing, process or activity to which this bylaw applies and remove any thing, if necessary, for the purpose of having tests or evaluations performed.
- 12.2.2 On completion of a field review, examination or evaluation the *Building Official* may provide to the *Owner* or *Owner's Agent*, advice or a report or direction with respect to the thing, process or activity that was reviewed, examined or evaluated, and that person shall take all necessary action to comply with that direction.
- 12.2.3 A *Building Official* is not required to review a *building* or structure, a plumbing system, an electrical systems or a gas system solely because a *Permit* has been issued.

12.3. Orders

- 12.3.1 A *Building Official* may issue an order if the *Building Official* believes, on reasonable and probable grounds, that:
1. this bylaw, the *Code*, or any other relevant *City* bylaw is being contravened; or
 2. the design, *construction*, manufacture, operation, maintenance, use or relocation of a thing or the condition of a thing, process or activity to which this bylaw applies, is such that there is danger of serious injury or damage to a person or property, or there is an unsafe condition, and may order:
 - a. the immediate suspension or disconnection of all work, or any portion of *construction*.

PART 13 – ALTERNATIVE SOLUTIONS

- 13.1 If a person submits evidence to the *City* in connection with an application for acceptance for an *alternative solution* to satisfy one or more of the requirements of this bylaw, the *Manager, Inspections* may accept an *alternate solution* as described the *Code*, if he or she is of the opinion that the evidence submitted demonstrates that the *alternative solution* will provide the level of performance required by the *Code(s)* or this bylaw.
- 13.2 Where an *alternative solution* is granted at the request of *Owner* in respect of any building, the *Manager, Inspections* may impose additional conditions pursuant to Section 7.3 of this bylaw.

PART 14 – PENALTIES AND ENFORCEMENT

- 14.1 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 City, and is guilty of a separate offence each day that a violation continues to exist.

Any person who contravenes any of the provisions of this Bylaw commits an offence punishable upon summary conviction and is liable to a fine of not more than \$10,000.00 or to imprisonment for not more than six months or to both. Each day that an offence continues shall constitute a separate offence.

Pursuant to Section 264 of the *Community Charter*, S.B.C. Chapter 26, any person designated as a Bylaw Enforcement Officer pursuant to the “Bylaw Notice Enforcement Bylaw, 2005, No. 7675” or is named as the Enforcement Officer pursuant to the “Ticket Information Utilization Bylaw, 1992, No. 6300” is hereby authorized and empowered to enforce the provisions of the Bylaw or Bylaw Notice or Municipal Ticket Information or as otherwise provided by this or any other Bylaw of the City of North Vancouver.

1. Other fees and deposits for each *permit* are contained in Schedule “A” to this bylaw.

PART 15 - REPEAL AND ENACTMENT

- 15.1 The bylaw known as the Building Bylaw, 1972, No. 4361 and all amendments thereto, are hereby repealed.
- 15.2 The bylaw known as the Plumbing Bylaw, 1964, No. 3443 and all amendments thereto, are hereby repealed.
- 15.3. The bylaw known as the Gas Permit Fee Structure Bylaw, 1977, No. 4971 and all amendments thereto, are hereby repealed.
- 15.4 The bylaw known as the Oil Burner and Compressed Gas System Permit and Inspection Bylaw, 1938, No. 1491 and all amendments thereto, are hereby repealed.
- 15.5. The bylaw known as the Electrical Inspection Bylaw, 1957, No. 2572 and all amendments thereto, are hereby repealed.

READ a first time by the Council on the 8th day of December, 2003.

READ a second time by the Council on the 8th day of December, 2003.

READ a third time and passed by the Council on the 8th day of December, 2003.

RECONSIDERED and finally adopted by the Council, signed by the Mayor and City Clerk and sealed with the Corporate Seal on the 15th day of December, 2003.

“Barbara A. Sharp”

MAYOR

“Bruce A. Hawkshaw”

CITY CLERK

1. GENERAL REGULATIONS

1. Penalties:

Work that has commenced without a permit is subject to a double permit fee not exceeding \$20,000.00.

2. Refunds:

Upon receipt of a written request for a refund, accompanied by the originally issued permit, 50% of the total permit fee may be refunded on condition that;

1. work has not commenced;
2. the permit has not expired;
3. the permit has not been extended.

3. Re-Inspection Fee:

Where more than two inspections are necessary due to non-compliance with the provisions of this Bylaw, or to correct the violations from previous inspections or a no-show or no access provided, then the third inspection shall be charged at a rate equal to the original permit fee or \$100.00 (plus HST), whichever is less. A 4th re-inspection is \$200, a 5th is \$300, and a 6th (and greater) is \$400 (plus HST).

4. Change of Contractor or Consultants:

An issued and valid permit may be transferred to a new applicant or assigned to new consultants upon the payment of \$75.00 (plus HST).

5. Interim Occupancy Certificate:

Residential Occupancies \$110 (plus HST) per dwelling unit to maximum of \$5,500.00 (plus HST) per 30 days.

Other Occupancies \$550.00 (plus HST) per 30 days.

6. Electronic Copy Fee:

All drawings larger than 11” x 17” -	\$4 per sheet (plus HST)
All drawings 11” x 17” or smaller -	\$1 per sheet (plus HST)

7. Strata Conversion Applications:

Application Fee	\$500.00 and
Legal Fees	\$500.00 and
Inspection Fee	
Duplex Building	\$200.00
Multiple unit residential, commercial, industrial or institutional buildings	\$200 per unit to a maximum of \$1,200 (plus HST)

8. Alternative Solution Fees:

up to two applications under the same cover	\$450.00 each (plus HST)
each subsequent Alternate Solution under the same cover	\$400.00 each (plus HST)

9. Plans and Document Revisions:

Plan revisions are to be charged based on \$100.00 (plus HST) per plan revision as determined by the Building Official.

A charge shall be applied to any document retrieval and copying for a building permit applicant that is initiated after issuance of the building permit, and shall be charged at a rate of \$60.00 per half hour (plus HST).

10. Application Extension Fee:

1. 10% of the original application fee but not less than \$100 (plus HST) to extend the life of an application beyond its 6 month expiry date for a period not exceeding 6 months

11. Permit Renewal Fee:

1. 10% of original permit fee but not less than \$100 (plus HST) for the first extension not exceeding 6 months. The second and subsequent extension shall be charged at 15% of the original permit fee but not less than \$150 (plus HST) .

12. Zoning and Building Compliance Letters:

Single family or duplex buildings	\$110.00 (plus HST)
Multiple unit residential (per suite), commercial, industrial or institutional buildings	\$210.00 (plus HST)

13. Street Occupancy Permit:

One dollar (\$1.00) per day per 10m² of city property or air space but not less than \$100.00 (plus HST)

14. Temporary Buildings:

Permit fees will be charged in accordance with Section 2.5 of this schedule.

A \$750.00 deposit is required upon application and is refundable only when the building, structure or shelter is removed in it's entirely and the site is left in a safe and sanitary condition.

15. Special Inspections:

Inspections made in response to a request by those having a legal interest in establishing the status of a plumbing, electrical, gas system or building structure is \$100.00 (plus HST)

16. Overtime Inspection Requests:

Inspections which are requested outside of normal working hours are subject to the following hourly rate (plus HST)

Mon-Fri (Minimum 1 hour)	\$100.00 per hour
Sat-Sun (Minimum 2 hours)	\$150.00 per hour

17. Occupant Load Calculations:

For all licensed beverage establishments \$200.00 (plus HST)

18. Plan Retrieval and Copies

For a copy of the first page of any drawing (to a max size of 11"x17") \$30.00 (plus HST)

Each subsequent page (to a max size of 11"x17") \$1.50 (plus HST)

2. BUILDING PERMIT FEES

1. Building Permit Application Fee:

An application shall be accompanied by:

for construction values up to \$200,000: prescribed and as set out in 2.5 of this schedule	50% of the fee but not less than \$100
for construction values from \$200,001 to \$500,000: prescribed and as set out in 2.5 of this schedule	\$200 plus 40% of the fee
for construction values more than \$500,001: prescribed and as set out in 2.5 of this schedule	\$500 plus 30% of the fee

which said sum shall not be refundable.

2. Application Extension Fee:

10% of the original permit fee but not less than \$100 (plus HST) for an extension not exceeding 6 months.

3. Partial Permit Fees:

Building permit fees for partial permits may be based on the value of the portion of work being permitted, as determined by the *building official* plus \$100 (plus HST) as a partial permit processing fee.

4. Completion Deposit:

Building permit applications for additions, alterations, renovations, move-on buildings, sign permits and tenant improvements shall be accompanied by a deposit of 2% of the total construction value, not less than \$100.00 and not more than \$1000.00. The deposit is forfeited if the work is not completed within 2 years.

5. Scale of Building Permit Fees:

The calculation of building permit values shall be based on the total construction or demolition costs, including materials and labour, as provided by the applicant, subject to approval by the *building official*.

If, under Section 7.3.2., it has been determined by the *Manager, Inspections* that a Professional Engineer or Architect is required to Certify that the plans, or specified aspects of the plans submitted with the permit application comply with the current *Provincial Building Code* and other applicable enactments respecting safety, the fees required for that permit will be reduced by five (5) percent, to a maximum of five hundred dollars (\$500).

Building permit fees payable for a permit for the construction, demolition, addition, alteration, repair of any building or structure or any part thereof, shall be as follows:

When the cost does not exceed \$5,000.00	\$100.00
For each additional \$1,000.00 or part thereof by which the cost exceeds \$5,000.00 up to a maximum of \$15,000.00	\$12.60
For each additional \$1,000.00 or part thereof by which the cost exceeds \$15,000.00 up to a maximum of \$50,000.00	\$11.35
For each additional \$1,000.00 or part thereof by which the cost exceeds \$50,000.00 up to a maximum of \$100,000.00	\$9.85
For each additional \$1,000.00 or part thereof by which the cost exceeds \$100,000.00	\$8.10

6. Residential Inspection Fees:

Where an application is made for a Building Permit with respect to the construction of a self-contained housing unit or units, there shall be, in addition to any other fees payable, an Inspection Fee for each self-contained unit of \$200.00. (plus HST)

7. Fire-stopping for Plumbing Re-Pipe Permit Fees:

Building Inspection fees for the re-inspection of firestopping in re-pipe installations is \$11.25 per dwelling unit with a minimum fee of \$150.00.

3. PLUMBING PERMIT FEES

1. Plumbing Fixtures:

When the number of fixtures does not exceed 4	\$100.00
Each Plumbing fixture in excess of 4 installed or roughed-in	\$22.50

(Plumbing Fixture as defined by the BC Plumbing Code including Drains, Hot Tub, Catch Basin, Junction Box, Manhole, O/G Interceptor, Sump, Neutralizer, Inspection Chamber, Back Flow Preventer, Fire Hydrant, Fire Department Connection, Fire Hose Connection, Fire Hose Station)

2. Service Pipes:

Service lines including Sanitary Sewer, Storm Sewer, and Water Services	
For the first 30m or part thereof	\$100.00
For each additional 30m (100 ft) or part thereof	\$27.85

3. Fire Protection Services:

Installation or alteration of fire sprinkler systems	
First Sprinkler head	\$100.00
Each Additional head	\$1.75

4. Installation and Alteration of Piping Only:

For installation or alteration of plumbing piping where no alteration of fixtures is involved,	
For the first 30m (100 feet)	\$100.00
For each additional 30m (100 feet) of pipe, or part thereof	\$27.85

4. GAS PERMIT FEES

For installation, alteration or replacement of up to 3 appliances, vents for each appliance, or piping for each appliance.	\$100.00
Service Water Heater	\$50.00
Each appliance, vent or piping, for each appliance thereafter	\$27.85

5. ELECTRICAL PERMIT FEES

1. Homeowner Installation:

Fees based upon the total cost of materials.

<u>More Than</u>	<u>Not More Than</u>	<u>Fee Payable</u>
\$ 0	\$ 500	\$100.00
\$ 500	\$1,000	\$143.75
\$1,000	\$1,500	\$187.75
\$1,500	\$2,000	\$231.50
\$2,000	\$2,500	\$274.50
\$2,500	\$3,000	\$318.25
\$3,000	\$3,500	\$362.00
\$3,500	\$4,000	\$405.00
\$4,000	\$4,500	\$448.75
\$4,500	\$5,000	\$492.75
\$5,000 and more		\$535.50 plus \$40 per \$500 or part thereof

2. Contractor Installation:

Fees based upon the value of the proposed electrical installation including all material and labour.

More Than	Not More Than	Fee Payable
\$0	\$1,000	\$100.00
\$1,000	\$10,000	\$100.00 plus \$53.04 per \$1,000 or part thereof over \$1,000
\$10,000	\$50,000	\$543.00 plus \$30.76 per \$1,000 or part thereof over \$10,000
\$50,000	\$100,000	\$1,749.00 plus \$24.40 per \$1,000 or part thereof over \$50,000
\$100,000	\$500,000	\$2,945.00 plus \$12.57 per \$1,000 or part thereof over \$100,000
\$500,000	\$1,000,000	\$7,875.00 plus \$11.45 per \$1,000 or part thereof over \$500,000
\$1,000,000	and over	\$13,491.00 plus \$7.53 per \$1,000 or part thereof over \$1,000

3. Temporary Connections:

Temporary Power Pole and	\$102.00 per year or portion thereof
Temporary Current Permit	\$102.00 per metre per year or portion thereof

4. Sign Connection:

The first sign connection	\$102.00
Each subsequent sign connection for the same site where the permit is issued at the same time	\$50.00

5. Electrical Permit Fees (Carnivals, Circuses):

Each Permit	124.00
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6. Electrical Permit Fees (Temporary Entertainment Connections):

For on location production movie or television shows:

One Inspection/Location	\$102.00
Annual Permit	\$230.00

7. Electrical Permit Fees (Annual Permits):

1,000 H.P. or less	\$204.00
Each additional 100 H.P. or fraction thereof	\$26.00
Education Facilities per classroom, shop, laboratory, gymnasium, auditorium, or office.	\$5.50
Maximum annual fee	\$1,950.00

6. COMPRESSED GAS SYSTEMS AND OIL STORAGE TANKS

For the installation, replacement, renewal, alteration, removal or repair of any oil or compressed gas system or storage tank.

1. Commercial or domestic oil burner	\$100.00
2. Fuel dispensing nozzle	\$100.00
3. Flammable or combustible liquid storage tank:	
Up to 4,546 L	\$100.00
Over 4,546 L	\$141.00
4. Compressed gas system	\$100.00