

CITY OF MAPLE RIDGE

BUILDING BYLAW NO. 8097-2026

A Bylaw to regulate the construction of buildings and other structures in the City of Maple Ridge in accordance with the *British Columbia Building Code*.

The Council of the City of Maple Ridge hereby enacts as follows:

1. TITLE AND INTERPRETATION

- 1.1 This Bylaw shall be cited for all purposes as the "*Building Bylaw No. 8097-2026*".

2. DEFINITIONS

- 2.1 In this Bylaw, all words and terms have the meanings ascribed to them in the *British Columbia Building Code* and, where applicable, the *Safety Standards Act*, as amended.
- 2.2 The following words and terms have the meanings as set out below:

Accessory Building means any permanent or temporary building or structure customarily associated with, incidental, subordinate and exclusively devoted to principal buildings or structures located on the same lot, or to a principal use of the land.

Addition means any alteration to a building which will increase the total aggregate floor area or the building height (in storeys) and includes the provision of two or more separate buildings interconnected with openings.

Alteration means renovation, repair, modification, or change of use to an existing building or structure.

Applicant means a person who, with the written consent of the Owner(s), submits an application to the City in accordance with this Bylaw.

Building means any structure used or intended for supporting or sheltering any use or occupancy.

Building Code means the *British Columbia Building Code*, as amended or replaced.

Building Official means a person designated in or appointed to that position by the City, and includes the Chief Building Official, building inspectors, plan reviewers, plumbing, gas, and electrical inspectors.

Certified Professional means a registered professional who is accepted by the City to act under the City's Certified Professional Program.

Chief Building Official means a person designated by the City, or their delegate, to carry out the role of the Authority Having Jurisdiction under the *Building Code* and to perform the duties of the Chief Building Official under this Bylaw.

City means the City of Maple Ridge.

City Engineer means the Director of Engineering for the City.

Complex Building means:

- a) a building used for a major occupancy classified as:
 - i. assembly occupancy;
 - ii. detention, treatment, or care occupancy; or
 - iii. high-hazard industrial occupancy.
- b) a building exceeding 600 square metres 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.

Construction means any erection, addition, alteration, or repair to a building or structure, including, but not limited to, demolition, excavation, shoring, site preparation, site servicing, relocation, reconstruction, and work involving drainage, septic, plumbing, mechanical, sprinklers, electrical, or gas.

Construction Value means the total hard and soft costs of all construction or work associated with a building permit, whether those costs are declared by the applicant or not. Construction value includes all materials, labour (including contributed or owner-provided labour), design and professional fees, testing, consulting, project management, contractor overhead and profit, insurance, and all site works and improvements including paving, landscaping, and underground servicing. Construction value excludes furniture, fixtures, and equipment not included in the building permit. Construction value includes the aggregate value of all related construction or work forming part of the same project within a twenty four (24) month consecutive period and must not be reduced by dividing, phasing, staging, or separating the scope of work. For the purposes of determining construction value, related construction or work forms part of the same project where, in

the opinion of the Building Official, the work is physically, functionally, financially, administratively, or temporally connected.

Coordinating Registered Professional means a registered professional retained pursuant to the *Building Code* to coordinate all design work and field reviews of the registered professionals required for construction.

Council means the Municipal Council of the City of Maple Ridge.

CP Manual means the Certified Professional Manual published by the City, as amended or replaced.

Electrical Code means all those parts of the current *Canadian Electrical Code CSA Standard C22.1-24* including errata forming the *Canadian Electrical Code, Safety Standards General Regulation*, and *Electrical Safety Regulation* enacted by the *Safety Standards Act*, as amended or replaced.

Electrical Safety Officer means a person designated by the City to administer the *Canadian Electrical Code, Safety Standards General Regulation*, and *Electrical Safety Regulation* enacted by the *Safety Standards Act*

Energy Advisor means a NRCan-registered professional who conducts EnerGuide home evaluations on behalf of service organizations licensed by Natural Resources Canada.

Energy Step Code means the Province of British Columbia's performance-based standard for energy efficiency in new construction.

Existing means that portion of a building or structure constructed with authorization from the City prior to the submission of a permit application required under this Bylaw.

Fees and Charges Bylaw means the *City of Maple Ridge Fees and Charges Bylaw No. 7575-2019*, as amended or replaced.

Field Review means a review of the work related to a building permit that a registered professional in their professional direction considers necessary to ascertain as to whether the work substantially complies with the *Building Code* in all material aspects with the drawings and supporting documents prepared by the Registered Professional for which a building permit is issued.

Foundation means a system or arrangement of foundation units through which the load of a building is transferred directly to supporting soil or rock.

Gas Safety Code means the standards of the Canadian Gas Association and amendments thereto as adopted by the *Safety Standards Act* and *Gas Safety Regulation* pursuant thereto, as amended or replaced.

Gas Safety Officer means a person designated by the City to administer the Safety Standards Act and enforce compliance with the *BC Gas Safety Code*.

Lot has the same meaning as defined in the *Zoning Bylaw*.

Owner means any registered owner(s) of a property or any person, firm or corporation controlling the premises under consideration during that period where the *Building Code* applies, as indicated in the *Building Code*.

Permit means permission or authorization by the Building Official to perform work regulated by this Bylaw.

Person means a person, proprietor, partnership, society, incorporated association, corporation or strata corporation.

Plumbing means any system or arrangement of one or more pipes, including fittings and appliances attached thereto, in or upon any premises, installed for the purpose of supplying such premises with potable water or for the conducting or carrying away of wastewater or of rain or surface water, including any required vent pipes and including sprinkler systems and irrigation systems.

Plumbing Code means the *British Columbia Plumbing Code*, as amended or replaced.

Pool means any manufactured or constructed swimming pool having the capacity to contain water at a depth exceeding 0.45m or with a water surface area exceeding 14 square metres, including any fence or other enclosing structure, all plumbing and appurtenances necessary or convenient to use the pool, but does not include self-contained hot tubs.

Premises means a parcel of land and all buildings or structures located on it.

Professional Design means the plans and supporting documents bearing the date, seal or stamp, and signature of a registered professional.

Reconstruction means the process of rebuilding, repairing, or replacing an existing building or structure after damage.

Registered Professional means a person who is licensed to practice as an architect under the Architect Act or as a professional engineer under the *Professional Governance Act*.

Simple Building means a building of three storeys or less in building height, having a building area not exceeding 600 square metres and used for a major occupancy classified as:

- a) residential occupancy;

- b) business and personal services occupancy;
- c) mercantile occupancy;
- d) medium-hazard industrial occupancy; or
- e) low-hazard industrial occupancy.

Structure means construction of any kind whether fixed to, supported by or sunk into land or water, including, but not limited to, stadiums, sheds, platforms, display signs, tanks, poles, towers, solar panels, pools, windmills, chimney towers, communication equipment, fabric structures, satellite dishes, spires, decks over 0.6 metres above finished grade, and retaining walls and similar structures over 1.2 metres in height; but specifically excludes landscaping, paving, and retaining structures less than 0.6 metres in height.

Substantial Reconstruction means the reconstruction of a building or structure when the damage exceeds 75% or more of the assessed value above its foundation.

Temporary Building means a building or structure that has been granted approval for a fixed and limited duration of time.

Zero Carbon Step Code means the regulatory standard in the *Building Code* that sets the maximum limits on greenhouse gas emissions for new construction.

Zoning Bylaw means the *Maple Ridge Zoning Bylaw No. 7600-2019*, as amended or replaced.

3. PURPOSE OF THIS BYLAW

- 3.1 This Bylaw must be interpreted in accordance with this Part.
- 3.2 Every permit issued under this Bylaw is subject to the provisions of this Part.
- 3.3 This Bylaw is enacted to regulate, prohibit and impose requirements in regard to construction in the City in the public interest.
- 3.4 The purpose of this Bylaw does not extend to:
 - a) The protection of owners, tenants, purchasers, occupants, designers, registered professionals, contractors, or any other person involved in or affected by the design, construction, occupancy, or use of a building or structure, from economic loss;
 - b) The assumption by the City or any City employee of any responsibility for ensuring compliance by any owner or any other person with this Bylaw, the Building Code, and all other applicable enactments, codes, and standards;
 - c) Providing warranty of design or workmanship for any building or structure;

- d) Providing a warranty or assurance that construction undertaken under permits issued by the City is free from latent defects; or
- e) The protection of adjacent real property from incidental damage or nuisance.

4. SCOPE AND EXEMPTIONS

- 4.1 This Bylaw applies to the design, construction and occupancy of new buildings and structures, and the alteration, reconstruction, demolition, removal, and relocation of existing buildings and structures.
- 4.2 This Bylaw does not apply to buildings or structures exempted by *Division A - Part 1 of the Building Code* except as expressly provided herein.

5. PERMIT CONDITIONS

- 5.1 A permit is required prior to commencing any construction regulated by this Bylaw, except as otherwise provided in this Bylaw.
- 5.2 Neither the issuance of a permit, nor the review or acceptance of plans, drawings, specifications or supporting documents, nor any inspections made by or on behalf of the City must:
 - a) Relieve the owner or the applicant from full responsibility to perform the work authorized by a permit in accordance with this Bylaw, the Building Code, and all other applicable enactments, codes, and standards;
 - b) Constitute a representation, warranty, assurance or statement by the City or a Building Official that the Building Code, this Bylaw or any other enactments respecting safety, protection, land use and zoning have been complied with; or
 - c) Constitute a representation or warranty as to the quality of materials or workmanship of any building or structure.
- 5.3 A person must not rely on the issuance of a permit, or on any review, acceptance, or inspection by the City, as confirmation that this Bylaw has been administered or enforced according to its terms, or that the work authorized complies with this Bylaw, the *Building Code*, and all other applicable enactments, codes, and standards.
- 5.4 Without limiting the provisions of Section 5.2(a) of this Bylaw, the owner and, where applicable, the applicant, are fully responsible for ensuring that all work carried out under a permit complies with this Bylaw, the Building Code, and all other applicable enactments, codes, and standards.

6. PROHIBITIONS

- 6.1 A person must not commence or continue any construction or carry out any other work related to construction of any building or structure unless a Building Official has issued a valid and subsisting permit for the work.

- 6.2 A person must not occupy or permit the occupancy of any building or structure, or part of a building or structure unless a subsisting occupancy permit has been issued by a Building Official or contrary to the terms of any permit issued or any notice given by a Building Official.
- 6.3 A person must not change the use or occupancy of a building or structure, or any part of it, without first applying for and obtaining a permit under the provisions of this Bylaw.
- 6.4 A person must not knowingly submit false or misleading information to a Building Official in relation to a permit application or construction regulated under this Bylaw.
- 6.5 A person must not erase, alter, or modify plans or supporting documents after they have been reviewed by the Building Official or filed for reference after a permit has been issued, except in accordance with this Bylaw, including acceptance of revised plans or supporting documents.
- 6.6 A person must not, unless authorized by a Building Official, reverse, alter, deface, cover, remove, or tamper with any notice, permit or certificate posted or affixed to a building or structure under this Bylaw.
- 6.7 A person must not perform any work that is at variance with the accepted design or plans for which a permit has been issued, unless that variance has been authorized by a Building Official.
- 6.8 A person must not interfere with or obstruct the entry of a Building Official or other authorized City employee onto premises for the purpose of administering this Bylaw.
- 6.9 A person must not contravene the administrative requirement of a Building Official made under the provisions of this Bylaw.

7. BUILDING OFFICIAL AUTHORITY

- 7.1 Words in this Bylaw that confer authority of a Building Official are to be interpreted as authorizing discretionary administrative powers.
- 7.2 Administration of this Bylaw does not create a duty on the part of a Building Official to enforce or administer this Bylaw for the benefit of any individual or class of persons.
- 7.3 A Building Official may keep records of applications, permits, notices and orders which have been issued, inspections and tests which have been conducted, and may retain copies of all papers and documents connected with the administration of this Bylaw.
- 7.4 A Building Official may:
 - a) Require an owner to demonstrate, by documentation, analysis, investigation or other evidence, that a method, material, building system, or type of construction complies with the provisions of this Bylaw, the *Building Code*, and all other applicable enactments, codes, and standards; and
 - b) Require tests of materials, equipment, devices, construction methods, structural

assemblies, foundation conditions, or energy performance be carried out, or that sufficient evidence or proof be submitted by the owner, at the owner's sole expense, where such evidence or proof is necessary to determine compliance with this Bylaw, the *Building Code*, and all other applicable enactments, codes, and standards.

- 7.5 Where conditions on a construction site present an unsafe or unacceptable risk to life safety or structural stability, the Building Official may order targeted remedial work reasonably necessary to address that risk and may require supporting professional design and field review.
- 7.6 A Building Official may refuse to issue a permit if the proposed construction will contravene the *Building Code* or any provision of this or any other City Bylaw.
- 7.7 A Building Official may order the correction of any construction that has commenced in contravention of this Bylaw.
- 7.8 A Building Official:
 - a) May enter onto any premises at any time to ascertain whether the requirements of this Bylaw are being observed;
 - b) Where any residence is occupied, obtain the consent of the occupant or provide reasonable notice to the occupant in advance of entry; and
 - c) Must carry proper credentials confirming his or her status as a Building Official.

8. RESPONSIBILITY OF THE OWNER

- 8.1 It is the full responsibility of the owner to ensure that all construction for which a permit was issued complies with all permit conditions, this Bylaw, the *Building Code*, *BC Safety Standards Act* referencing the *Gas Safety Code* and the *Electrical Code*, other municipal Bylaws, and all other applicable enactments, codes, and standards.
- 8.2 Subject to the provisions of Part 10 of this Bylaw, every owner must obtain a permit prior to commencing any type of construction work.
- 8.3 Where required by the Building Official, execute and submit to the City an owner's undertaking in a form as prescribed by the Building Official prior to permit issuance.
- 8.4 Every owner must allow the Building Official to enter any building or premises at any reasonable time for the purpose of administering this Bylaw.
- 8.5 During construction, every owner must:
 - a) Have a copy of the accepted permit plans, specifications, any alternative solution reports, and inspections reports related to the permit on the premises available for the Building Official to review;
 - b) Post the civic address card on the premises in a location visible from any adjoining streets;

- c) Post a copy of the issued permit on the premises so that it may be easily read by the public; and
 - d) Maintain the site and any building or structure in a safe condition, secure the site when unattended, and comply with all applicable occupational health and safety requirements.
- 8.6 Every owner to whom a permit is issued is responsible for all costs incurred by the City to repair any damage to municipal works or public property arising directly or indirectly from the work authorized by the permit.
- 8.7 In addition to any security deposit required under this Bylaw, the owner must pay to the City, within thirty (30) days of invoicing, the full cost of any such repairs.

9. PROFESSIONAL PLAN CERTIFICATION

- 9.1 Letters of assurance must be submitted to the City in accordance with the provisions of the *Building Code*.
- 9.2 A certificate of insurance must be submitted to accompany letters of assurance provided by each registered professional.
- 9.3 The letters of assurance referred to in the *Building Code* are relied upon by the City and Building Officials as certification that the professional design and plans to which they relate comply with this Bylaw, the Building Code, and all other applicable enactments, codes, and standards.
- 9.4 For a permit issued for the construction of a complex building, the Building Official must provide the owner with notice that the permit is issued in reliance on the certification of the registered professional(s) that the professional design and plans submitted comply with the *Building Code* and other applicable enactments. Failure to provide such notice does not diminish or invalidate the City's reliance on the letters of assurance provided by the registered professionals.
- 9.5 The Building Official may require one or more of the following:
- a) Any registered professional carrying out the professional design and field review required under the provisions of Section 9.1 of this Bylaw to provide evidence of experience and expertise appropriate to the scope, complexity, site conditions, building classification, or proposed alternative solution associated with the construction.
 - b) The retention of one or more registered professionals, including a coordinating registered professional, where the Building Official reasonably determines that professional involvement is necessary having regard to the complexity of the work, site conditions, building classification, construction methods, or proposed alternative solutions.

10. REQUIRED PERMITS

- 10.1 A permit is required when construction regulated under this Bylaw is to be undertaken, except as otherwise provided in this Bylaw.
- 10.2 Every owner must apply for and obtain a permit prior to:
- a) Commencing any construction work for any building or structure;
 - b) Demolishing a building or structure;
 - c) Moving a building or structure into or within the geographic limits of the City;
 - d) Occupying a new building or structure, or changing the use or occupancy of a building;
 - e) Installing mechanical or electrical equipment, or any work related to mechanical or electrical equipment;
 - f) Constructing a masonry fireplace or installing a wood-burning appliance or chimney, whether attached to, part of or detached from a building; or
- unless the specific work is expressly authorized under another valid and subsisting permit issued under the provisions of this Bylaw.
- 10.3 Each building or structure to be constructed on a lot requires a separate building permit and must be assessed separately for permit fees based on the construction value of each building or structure.
- 10.4 Prior to obtaining a permit to demolish a building or structure, the owner must:
- a) Complete all permit application requirements to the satisfaction of the Chief Building Official;
 - b) Provide the City with a vacancy date;
 - c) Pay the required disconnecting fees; and
 - d) Ensure that all municipal services and other services are capped and terminated at the property line in accordance with City standards, at the owner's cost.
- 10.5 Upon completion of demolition, the owner must ensure all debris and fill are removed and the site is levelled or graded, or made safe if levelling and grading are not possible.
- 10.6 Where a building or structure or any part thereof has been constructed prior to the adoption of this Bylaw, such building or structure or part thereof must not be required to be altered to comply herewith:
- a) Where a building or structure or any part thereof is demolished or removed, this Bylaw

applies to any part of the building or structure which remains on the premises and all construction undertaken in connection with the demolition or removal thereof;

- b) Where a building or structure or any part thereof is moved to a site within the City, this Bylaw applies to any part of the building or structure which is moved and to all construction done in connection with the relocation thereof;
- c) Where the class of occupancy or use, as defined in the *Building Code*, of a building or any part thereof is changed, this Bylaw applies to any part of the building affected by the change;
- d) Where a building or structure is damaged by any cause to the extent of more than seventy-five (75) percent of its assessed value above foundations, it is deemed as substantial reconstruction and this Bylaw applies to the whole of the building and to all construction completed in connection with the repairs thereto, and where the building damage by any cause is twenty-five (25) percent or less of its assessed value, this Bylaw is only applicable to the damaged part;
- e) Storage and garden sheds and other accessory buildings not exceeding ten (10) square metres in floor area may be erected without a permit, but such buildings must comply with the applicable portions of the *Building Code*, this Bylaw, all other City bylaws, and all other applicable enactments, codes, and standards; or
- f) Farm buildings must comply with the *National Farm Building Code of Canada*, as amended, and with all other applicable provisions of this Bylaw, all other City Bylaws, and any other applicable enactments, codes, and standards.

11. PERMIT APPLICATIONS

Permit Application Requirements

- 11.1 A permit application must be submitted in the form and manner prescribed by the City and be accompanied by the plans, documents, information, and fees required by the City for this type of work.
- 11.2 A permit application for a building or structure must include:
 - a) A copy of the Title Search obtained from the Land Title Office for the lot on which the construction is proposed, and the said Title Search must be dated no more than thirty (30) days prior to the date of application;
 - b) A copy of all covenants and charges listed on the Title Search;
 - c) Legible and reproducible design drawings at an appropriate scale;
 - d) Any additional design information, as may be deemed necessary by the Building Official; and

- e) Copies of approvals required under any applicable enactments.

11.3 For a permit application, the City must not accept:

- a) A previously approved drawing bearing a City stamp; or
- b) Hand-rendered plans or modifications to plans.

11.4 The Chief Building Official may waive a permit requirement where, in the opinion of the Building Official, such requirements are not necessary for the permit application under consideration.

11.5 The Chief Building Official may:

- a) Prescribe or modify the application forms for each category of permit applications under this Bylaw;
- b) Prescribe different forms for different categories of applications based on the nature or complexity of the permit application;
- c) Create, update, and amend the forms for development applications, permits, and other administrative forms associated with the processing and review of the applications made under the provisions of this Bylaw.

11.6 Where a new *Building Code* is adopted by the Province of British Columbia, any permit application which was submitted to the City prior to the effective date of the new *Building Code* must be issued within twelve (12) months of the effective date. Provisions of the new *Building Code* will apply if the permit cannot be issued within twelve (12) months of the effective date. The Chief Building Official may require updated plans and documents to be submitted to the City to demonstrate compliance with the new *Building Code* or a new permit application.

Permit Issuance

11.7 Prior to the issuance of a building permit, every owner must:

- a) Obtain all required development permits, development variance permits, and approvals under all applicable enactments;
- b) Ensure that any proposed work complies with this and all City Bylaws, except where varied by an authorized permit or decision;
- c) Ensure the lot is legally created, and any required subdivision plan or strata plan has been approved and registered at the Land Title Office;
- d) Provide evidence satisfactory to the Building Official that the applicant is the owner or the owner's authorized applicant;

- e) Obtain approval from applicable authorities for private sewage disposal, water supply, or stormwater systems where City services are not intended to be used; and
- f) Enter into any required agreements with the City and provide security deposits required for the construction and services.

11.8 A Building Official may issue a permit, with conditions, only when:

- a) A complete application, including all required supporting documentation, has been submitted;
- b) The proposed work substantially complies with this Bylaw, the *Building Code*, and all other applicable enactments, codes, and standards;
- c) The required registered professionals have been retained;
- d) No enactment, covenant in favour of the City, agreement, or regulation requires the permit to be withheld;
- e) All required covenants have been registered on title;
- f) All applicable fees and security deposits have been paid; and
- g) The owner has signed the form of acknowledgement.

11.9 Where the permit application is in respect of a building that includes, or will include, a residential occupancy governed by the *Homeowner Protection Act*, the permit must not be issued unless the owner provides evidence of required licensing and warranty coverage, unless the owner is exempt under the *Homeowner Protection Act*.

11.10 Despite the provisions of this Bylaw, the Building Official may refuse to issue a permit where the owner has been notified of an unresolved violation of this Bylaw or other enactment in respect of another building or structure.

Plan Modifications

11.11 Where the owner proposes modifications to an issued permit, the owner must:

- a) Apply for a revision permit;
- b) Pay the plan check fee calculated at the hourly rate; and
- c) Pay the difference calculated for the building permit fees if the proposed modifications increase the construction value for the permit.

11.12 Where the owner proposes modifications to a permit that has not been issued:

- a) The Building Official may require the owner to pay the plan check fee calculated at the

hourly rate if the plan review has commenced; and

- b) The owner must pay the difference calculated for the building permit fees if the proposed modifications increase the construction value for the permit.

Transfer of Ownership

11.13 A permit application that is under review may not transfer ownership until:

- a) The owner has notified the Building Official, in writing, of the proposed transfer;
- b) The owner has submitted an updated Title Search to the Building Official;
- c) The Building Official has authorized the transfer by written notification; and
- d) All the applicable fees have been paid.

11.14 The transfer of a building permit is not an extension of the building permit. Permit extensions must be obtained in accordance with the provisions of Section 11.16 to 11.23 of this Bylaw.

Permit Expiration

11.15 Every permit is issued on the condition that it must expire, and all rights of the owner under the permit terminate, if the construction is authorized by the permit:

- a) Is not commenced within six (6) months from the permit issuance date;
- b) Is discontinued for a continuous period of six (6) months; or
- c) Is not completed, and a final inspection is not obtained and approved, within twenty-four (24) months of the permit issuance date.

unless an extension is granted by the Chief Building Official in accordance with the provisions of Sections 11.16 and 11.23 of this Bylaw prior to the expiry of the permit.

Permit Extension

11.16 The Chief Building Official, at their discretion, may extend a permit for up to six (6) months, for a maximum of two extension periods, and in no case should the extension exceed a period of twelve (12) months where:

- a) A request for extension is submitted, in writing, by the owner at least thirty (30) days prior to the expiration of the permit;
- b) The applicable fees have been paid; and
- c) It has been reasonably determined that construction has not commenced or has been

discontinued due to hardship, or if the size and complexity of the project warrants an extension.

11.17 The Chief Building Official, at their discretion, may authorize a further extension to a permit for up to six (6) months, for a maximum of two extension periods where:

- a) The authorized construction is underway and cannot be reasonably completed prior to permit expiration; or
- b) It has been determined that circumstances exist beyond the owner's control that are not financial, economic, or market-driven in nature.

11.18 Notwithstanding the provisions of Sections 11.16 and 11.17 of this Bylaw, the total extension period must not exceed forty eight (48) months beyond the original permit expiry date.

11.19 Any extension that is authorized by the Chief Building Official will commence from the expiry date of the original permit or the expiry date of the previous extension.

11.20 The permit renewal fee will apply retroactively from the expiry date of the permit for each six (6) month extension.

11.21 Where a permit expires and is no longer eligible or approved for an extension:

- a) A new permit application must be submitted and all prevailing *Building Code* requirements, bylaws, any other enactments, fees, security deposits, and submission requirements at the time of permit application must apply;
- b) Plans and documents submitted with the expired permit application cannot be used for the new permit application; and
- c) Permit fees paid under the expired permit application will be forfeited.

11.22 The Chief Building Official may require evidence of continued project viability, updated professional assurances, and updated construction schedules as a condition of any permit extension requested under the provisions of Sections 11.16 and 11.17 of this Bylaw.

11.23 The authorization of an extension under the provisions of Sections 11.16 and 11.17 of this Bylaw is at the discretion of the Chief Building Official and may be refused where it has been determined that an extension would be contrary to public safety, the intent of this Bylaw, the *Building Code*, or any other applicable enactments.

Revocation of Permit

11.24 The Chief Building Official may suspend or revoke a permit if:

- a) There is a contravention of any of the conditions under which a permit was issued;
- b) There is a violation of the provisions of the *Building Code* or any provisions of this or any other City bylaw;

- c) The permit application contains false, misleading or incomplete information;
 - d) Permits regulated under this Bylaw have not been obtained;
 - e) Inspections regulated by this Bylaw have not been requested or completed;
 - f) The construction creates or may create an unsafe condition; or
 - g) Entry of the Building Official onto the premises has been denied for the purpose of administering this Bylaw.
- 11.25 When a permit is suspended or revoked, the owner must immediately cease all construction until the permit is reinstated, or a new permit is issued.
- 11.26 A permit may be reinstated when the owner has demonstrated compliance with all applicable requirements to the satisfaction of the Building Official.

Permit Cancellation

- 11.27 A permit or a permit application may be cancelled at the request of the owner or applicant, upon written notice to the Building Official.
- 11.28 The Chief Building Official may request the owner or applicant to cancel a permit if the changes submitted by owner or applicant substantially alter the scope, design, or intent of the construction for which the application was submitted or the permit was issued.
- 11.29 A permit application may be deemed abandoned and cancelled by the City if:
- a) The owner or applicant does not request issuance of a permit within sixty (60) days after being notified that the permit is ready for issuance; or
 - b) Information, documentation, or associated fees requested by the Building Official are not provided within ninety (90) days of the request.
- 11.30 Any permit application that has not been issued and remains inactive for a period of six (6) months or more may be cancelled by the Chief Building Official, at their discretion, without notice to the owner or applicant.
- 11.31 The cancellation of a permit application or the expiration of a permit does not authorize construction or occupancy and does not relieve any owner from compliance with this Bylaw, the *Building Code*, and all other applicable enactments, codes, and standards.
- 11.32 Any permit application submitted prior to the adoption of this Bylaw that is inactive may be cancelled by the Chief Building Official for administrative purposes, despite whether notice was previously provided, and no vested rights arise from the continued existence of inactive permit applications.
- 11.33 A permit or a permit application may not be cancelled if unauthorized construction has commenced on the lot.

12. INSPECTIONS

- 12.1 When a registered professional submits letters of assurance in accordance with the requirements of this Bylaw, the City may rely on field reviews undertaken by the registered professional of record and the letters of assurance as confirmation that the construction substantially conforms to the design, plans and specifications and complies with this Bylaw, the *Building Code*, and all other applicable enactments, codes, and standards respecting safety.
- 12.2 A Building Official may attend the site from time to time during construction to verify that the field reviews are being carried out as required, to monitor the general progress of field reviews undertaken by the registered professionals, and where reasonably necessary to address safety concerns, verify compliance, or respond to an unsafe condition.
- 12.3 A Building Official may attend the construction site of simple buildings or structures at their discretion to determine whether the construction is being carried out in substantial conformance with this Bylaw, the *Building Code*, and all other applicable enactments, codes, and standards respecting safety.
- 12.4 Letters of assurance must be submitted to the City as part of the permit application and prior to:
 - a) The final occupancy inspection coordinated by the coordinating registered professional or other registered professional for a complex building; or
 - b) A final inspection of a simple building in circumstances where letters of assurance are required under the *Building Code*, in which case the owner must provide the City with letters of assurance in a form prescribed by the Chief Building Official.
- 12.5 The owner or the applicant must request an inspection at least twenty-four (24) hours in advance in the form and manner prescribed by the City
- 12.6 The Chief Building Official, at their discretion, may add, remove, or modify inspection requirements outlined in this Bylaw.

Building Inspections

- 12.7 Except as otherwise provided in this Bylaw with respect to the construction that is the subject of a registered professional's or Certified Professional's field review, and letters of assurance provided in accordance with this Bylaw and the *Building Code*, the inspection requirements in Sections 12.7 to 12.13 of this Bylaw apply.
- 12.8 The owner or the applicant must obtain an inspection or approval to proceed from a Building Official, with the following aspects of the construction prior to concealing the:
 - a) Foundation and footing forms, prior to concrete being poured;
 - b) The installation of perimeter drain tiles and damp-proofing, prior to backfilling;

- c) Radon under slab rough-in;
 - d) The preparation of ground, including ground cover, when required, prior to the placing of a concrete slab;
 - e) Rough-in of factory built chimneys and fireplaces and solid fuel burning appliances;
 - f) Framing and sheathing;
 - g) The installation of a rain screen;
 - h) The installation of backing board prior to the installation of cultured stone or stucco;
 - i) The installation of insulation and vapour barrier; and/or
 - j) Health and safety aspects of the work when the building or structure is substantially complete and ready for, but prior to, occupancy.
- 12.9 Any aspect of the construction referred to in Section 12.8 (a) to (i) of this Bylaw must not be concealed until a Building Official has inspected or authorized the construction to proceed.
- 12.10 The requirements of Section 12.8 (a) to (i) of this Bylaw do not apply to any aspect of the construction, that is the subject of a registered professional's letter of assurance provided in accordance with this Bylaw.

Plumbing Inspections

- 12.11 The owner of a plumbing permit must obtain an inspection, authorization to proceed, or receive a Building Official's acceptance of the following aspects of the plumbing work prior to concealing the:
- a) Installation of foundation drains, damp proofing and drain rock, sanitary sewer lines, storm sewer lines, water lines, sumps and storm water infiltration systems prior to the backfilling of foundations;
 - b) Underground plumbing work, after completion and prior to the placing of any concrete or backfill;
 - c) Installation of in-slab radiant heat piping, where required, prior to the pouring of concrete slabs;
 - d) Plumbing rough-in, after completion and prior to framing; and
 - e) Plumbing final inspection, which must be completed prior to the final building inspection.

Gas Inspections

12.12 The owner of a gas permit must obtain an inspection, authorization to proceed, or receive a Gas Safety Officer's acceptance of the following aspects of the gas work prior to concealing the:

- a) Underground gas work, after completion and prior to the placement of concrete or backfill;
- b) Gas piping, venting, and appliance connections, after completion and prior to framing; and
- c) Gas final inspection must be completed prior to the final building inspection.

Fire Sprinkler Inspections

12.13 The owner of a sprinkler permit must obtain an inspection or authorization to proceed from a Building Official with the following aspects of the construction:

- a) Sprinkler rough-in inspection after all piping and heads are installed and the system is placed under a 200psi test, but prior to framing inspection; and
- b) Sprinkler final inspection, which must be completed prior to the final building inspection.

Electrical Inspections

12.14 The owner of an electrical permit must obtain an inspection or authorization to proceed, or, receive an Electrical Safety Officer's acceptance of the following aspects of the electrical work prior to concealing the:

- a) Underground electrical work, after completion and prior to the placement of concrete or backfill;
- b) Electrical rough-in wiring after completion and prior to framing; and
- c) Electrical final inspection, which must be completed prior to the final building inspection.

Occupancy Permit

12.15 A person must not occupy a building or structure or part of a building or structure until an occupancy permit has been issued by a Building Official.

12.16 An occupancy permit must not be issued unless the Building Official is satisfied that:

- a) All required letters of assurance have been submitted;

- b) All required inspections have been completed and accepted;
- c) All documentation required by this Bylaw, other applicable permits (e.g. development permits) under Part 14 of the *Local Government Act*, and any other applicable enactments have been submitted;
- d) The construction authorized by the permit substantially complies with this Bylaw, the *Building Code*, and all other applicable enactments, codes, and standards respecting safety; and
- e) All applicable fees and security deposits have been paid.

12.17 A Building Official may authorize partial occupancy of a portion of a building or structure under construction where:

- a) That portion of the building or structure to be occupied is self-contained;
- b) Essential life-safety systems serving that portion are complete and operational, including fire protection, exits, and utilities;
- c) Health and safety aspects of the work applicable to that portion are complete; and
- d) All the requirements referred to in Section 12.16 of this Bylaw have been met.

12.18 For certainty, the issuance of an occupancy permit for construction work subject to letters of assurance does not require City inspections of those components unless otherwise determined necessary by the Building Official.

Provisional Occupancy Permit

12.19 The Chief Building Official may authorize provisional occupancy for a part of a building or structure for a specified duration and subject to conditions at their discretion, where the Chief Building Official, based on confirmation from a registered professional, is satisfied that occupancy will not pose an unacceptable risk to life safety.

12.20 Provisional occupancy may be authorized by the Chief Building Official only where:

- a) That part of the building or structure proposed for occupancy is self-contained, and the plumbing, electrical, gas, heating, fire and life safety items, and building envelope elements serving it are complete and accepted;
- b) Written approval has been provided by the City's Fire Chief or delegate; and
- c) All applicable fees and security deposits have been paid.

- 12.21 The Chief Building Official may require as a condition of issuance of a provisional occupancy permit that the owner must provide a security deposit equal to the value of part or all the outstanding construction required to complete the building.
- 12.22 The authorization of provisional occupancy does not relieve the owner of responsibility to comply with the *Building Code*, the requirements of this Bylaw, or any condition imposed as part of the provisional occupancy authorization.

Do Not Occupy Notice

- 12.23 If a person occupies a building or structure or part of a building or structure in contravention of this Bylaw, the *Building Code*, or an issued permit, a Building Official may issue a do not occupy notice in a form prescribed by the Chief Building Official on the affected part of the building or structure.
- 12.24 If a do not occupy notice is posted under the provisions of Section 12.23 of this Bylaw, the owner of the lot and any other person, must immediately cease occupancy of the affected building or structure, and must not resume occupancy until the Building Official has confirmed that all applicable provisions of the *Building Code* and this Bylaw have been substantially complied with and the notice has been rescinded in writing.

Partial Construction

- 12.25 Where excavation has occurred, but a building permit is not subsequently issued or has expired, the owner must restore the original gradients of the construction site within sixty (60) days of written notice by the City.
- 12.26 Where partial construction has occurred, following permit expiry and no extension is authorized, the owner must erect permanent fencing to protect the public.

Stop Work Order

- 12.27 A Building Official may issue a stop work order notice in the form prescribed by the Chief Building Official, or by providing notification to the owner, that requires the immediate suspension or correction of all or part of the construction if the Building Official determines that construction:
 - a) Is not being performed in accordance with the requirements of the *Building Code*, *Electrical Code*, *BC Gas Safety Code*, or related safety regulations;
 - b) Contravenes this Bylaw or any applicable City Bylaw; or
 - c) Contravenes any other enactment concerning safety.
- 12.28 If a registered professional's services are terminated or ceases, the owner must immediately stop any work that is subject to the design or field review and the Building Official is deemed to have issued a stop work order notice under the provisions of Section 12.27 of this Bylaw

until replacement registered professional(s) are engaged and all required documentation is submitted to the satisfaction of the Building Official.

- 12.29 Upon issuance or posting of a stop work order under the provisions of Section 12.27 of this Bylaw, the owner must immediately secure the construction site, and surrounding premises in compliance with all applicable provincial statutes, regulations, orders of the Province, and City Bylaws.
- 12.30 Subject to the provisions of Section 12.27 of this Bylaw, except for construction expressly authorized by the Building Official for the purpose of remediation or site safety, construction may not proceed on a premises subject to a stop work order until it has been rescinded, in writing, by the Building Official.
- 12.31 A stop work order must remain posted on the premises and in effect until the Building Official is satisfied that the contravention or unsafe condition has been remedied or otherwise addressed in accordance with this Bylaw and applicable enactments.

13. PLUMBING, SPRINKLER, GAS, AND ELECTRICAL PERMITS

- 13.1 Except as otherwise expressly provided in this Bylaw, plumbing, sprinkler, gas, and electrical aspects of the construction may not be installed, altered, or repaired unless a plumbing, sprinkler, gas, and electrical permit has first been obtained from the City.
- 13.2 The owner of a plumbing, sprinkler, gas, and electrical permit must keep a copy of the permit, approved drawings, certificates, specifications, and inspection records on the premises at all times during construction and must produce them upon request by a Building Official, Gas Safety Officer, Electrical Safety Officer, or other authorized official. Where such documents are not available, the City may require a re-inspection and may impose the applicable re-inspection fee.
- 13.3 A Building Official may refuse to conduct inspections or authorize occupancy where required plumbing, sprinkler, gas, and electrical permits or inspections approvals have not been obtained or finalized.

Plumbing Permit

- 13.4 A plumbing system, as defined in the *Plumbing Code*, may be installed, altered, or repaired in accordance with the provisions of this Bylaw, the *Plumbing Code*, and applicable provincial enactments.
- 13.5 A plumbing permit is not required for:
 - a) The repair of leaks in water pipes;
 - b) The replacement of plumbing fixtures, provided that the fixtures and their installation comply with this Bylaw and applicable provincial enactments; or

- c) The removal of blockages 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.

13.6 Every application for a plumbing permit must be:

- a) Submitted in the form prescribed by the Chief Building Official;
- b) Signed by the applicant; and
- c) Accompanied by plans and specifications sufficient to describe the proposed construction work and establish compliance with the *Building Code*, Plumbing Code, this Bylaw and any other applicable City Bylaws and enactments.

13.7 Where an application for a plumbing permit demonstrates compliance with the *Building Code*, *Plumbing Code*, this Bylaw and any other applicable City Bylaws and enactments and the applicable fees have been paid in accordance with the *Fees and Charges Bylaw*, the Building Official must issue the plumbing permit.

13.8 A plumbing permit must only be issued to:

- a) A plumber holding a valid British Columbia journeyman plumber qualification, and a valid City business license; or
- b) The owner of a single detached dwelling, where the plumbing work is carried out entirely by the owner and intended occupier of the premises.

13.9 Further to the provisions of Section 13.8 (b) of this Bylaw, where plumbing work is carried out under a plumbing permit by a homeowner, and the homeowner is found by the Chief Building Official, at their discretion, to be incompetent to complete the work or in violation of a condition of the permit, the permit may be revoked and a qualified plumber must be retained to review and complete the work under a new permit prior to the issuance of an occupancy permit.

13.10 The owner of a plumbing permit must obtain an inspection by a Building Official:

- a) After rough-in plumbing is complete and prior to the installation of any fixtures or by soil, concrete, insulation, or finishes; and
- b) When the plumbing is complete and ready for use, but prior to use or occupancy.

13.11 Where a registered professional has been retained by the owner for the inspection of the plumbing construction, and with prior written approval of the Chief Building Official, sealed certificates of compliance submitted by the registered professional may be accepted in lieu of inspections by a Building Official.

- 13.12 All required documentation in support of plumbing or drainage work must be approved by the Building Official prior to the commencement of any building, plumbing, or drainage work.
- 13.13 Plumbing, including drainage systems, septic tanks, sewers and sewer connections, or any part thereof, must not be located outside of the lot being served.
- 13.14 Notwithstanding the provisions of Section 13.13 of this Bylaw, where site constraints beyond the owner's control, and not arising from financial considerations or the preference of the owner, make it impracticable to locate all required plumbing construction within the lot, the Chief Building Official, at their discretion, may authorize the installation of plumbing work outside the lot, provided that:
 - a) The owner submits a written report or memorandum prepared by a qualified professional demonstrating the nature of the constraints, the necessity of the off-site installation, confirmation that reasonable on-site design alternatives were evaluated and found impracticable, and confirmation that the proposed design minimizes impacts to adjacent lands and municipal infrastructure; and
 - b) An easement or covenant benefiting the serviced lot and burdening the affected lands has been registered in the Land Title Office, to the satisfaction of the City.
- 13.15 Plumbing storm drainage systems must not be installed without gravity drainage to a municipal or other approved drainage system unless:
 - a) A written request has been made, reviewed, and approved by the City; and
 - b) The owner executes, in a registrable form, a restrictive covenant pursuant to section 219 of the *Land Title Act*, including the engineering details and auxiliary electrical backup power specifications or equivalent emergency systems that have been approved by the City.

Gas Permit

- 13.16 All gas work must be performed in accordance with the *Safety Standards Act*, the *Gas Safety Regulation*, and the *BC Gas Safety Code*, as adopted and amended from time to time under provincial regulations.

Fire Sprinkler Permit

- 13.17 A fire sprinkler permit is required for any new installation or alteration of an approved fire suppression system.
- 13.18 Fire suppression drawings, hydraulic calculations, and letters of assurance must be submitted with the building permit application.

Electrical Permit

- 13.19 All electrical work must be performed in accordance with the *Safety Standards Act*, the *Electrical Safety Regulation*, *Safety Standards General Regulation* and the *Canadian Electrical Code*, as adopted and amended from time to time under provincial regulation.

14. TEMPORARY BUILDINGS AND STRUCTURES

- 14.1 Subject to the Bylaws of the City and orders of Council, the Building Official may issue a permit for the erection or placement of a temporary building or structure for occupancy if:
- a) The permit is for a period not exceeding one (1) year; and
 - b) The building or structure is in compliance with the *Zoning Bylaw*, built in compliance with the *Building Code* and the requirements of this Bylaw, and connected, as required by enactments, to City utility services.
- 14.2 A permit application for the erection or placement of a temporary building or structure must be submitted in the form of a temporary permit application as prescribed by the Chief Building Official, signed by the owner or applicant, and must include:
- a) Plans and supporting documents showing the location of the building or structure on the lot;
 - b) A statement by the owner indicating the intended use and duration of the building or structure;
 - c) An agreement with the City executed by the owner, that the owner will remove the temporary building or structure from the premises and leave the site in a safe, tidy and sanitary condition upon the expiration of the temporary building permit;
 - d) A report or drawing by a registered professional or designer confirming compliance with the *Building Code*, the requirements of this Bylaw, the *Zoning Bylaw* and any other applicable Bylaws; and
- 14.3 All temporary buildings or structures must comply with all provisions of the provincial regulations and all City Bylaws. Prior to occupancy, the owner must obtain an inspection by the City to determine compliance with all applicable codes and Bylaws.
- 14.4 A temporary building or structure which is rendered non-inhabitable and which conforms to the *Building Code*, the requirements of this Bylaw, the *Zoning Bylaw* and all other applicable City Bylaws may be allowed to remain on the premises after the expiration of the temporary building permit upon the owner applying for and receiving an occupancy permit for the said building or structure.

Temporary Mobile Homes

- 14.5 All temporary mobile homes must comply with Canadian Standards Association Z240 MH Series “mobile homes”, in accordance with the *Building Code*.
- 14.6 All temporary mobile homes must:
- a) Be directly serviced by a water supply capable of supplying at least 2250 litres of potable water per day per dwelling on a year-round basis;
 - b) Be serviced by a separate sewage disposal system as filed by an “Authorized Person”, per the *Provincial Sewerage Regulation*, with the *Health Authority*;
 - c) Be serviced by an electrical subfeed from the main dwelling or, with the approval of the Chief Building Official, a separate electrical service, when it can be shown that it would be an extreme hardship due to location; a security deposit must be posted as per Section 20.14 to cover the removal;
 - d) Have any fuel oil tank or propane gas tank placed in accordance with the *British Columbia Fire Code*, as amended, and totally screened from view from any highway;
 - e) Be equipped with stairs, landings and handrails constructed in compliance with the *Building Code*;
 - f) Have a skirting around the mobile home between the underside of the frame and the ground at its exterior perimeter;
 - g) Be single wide in size and contain no exterior construction other than what is necessary to gain access to and egress from the temporary mobile home; and
 - h) Have any support pad or base or any material which is in contact with the ground, consist of concrete construction designed and constructed in accordance with the provisions of the *Building Code*.

Secondary Dwelling Agreements

- 14.7 Where a permit application is made for the construction of a new residential dwelling on a lot where an existing residential dwelling is situated, and only one residential dwelling is permitted by the *Zoning Bylaw* or other City Bylaws, the Chief Building Official may issue a permit for the new residential dwelling provided that the owner grants to the City in registrable form a restrictive covenant pursuant to section 219 of the *Land Title Act* providing that:
- a) The use and occupancy of the existing residential dwelling will be prohibited upon occupancy of the new residential dwelling;

- b) The existing residential dwelling will be wholly removed from the premises within sixty (60) days of commencement of occupancy of the new residential dwelling; and
- c) A security deposit has been submitted to the City, in a form and amount specified by the Chief Building Official, to secure all the obligations of the covenantor.

14.8 Permit applications for a temporary secondary dwelling must be in writing, signed by the owner or applicant and must be accompanied by:

- a) For buildings to be occupied during the construction of a new dwelling, plans showing the location of the existing dwelling and the proposed location of the new dwelling on the premises;
- b) A restrictive covenant pursuant to Section 219 of the *Land Title Act* executed by the owner in registrable form an agreement with the City, that the owner will remove the temporary second dwelling from the premises and leave the site in a safe, tidy and sanitary condition upon the expiration of the temporary second dwelling permit; such a restrictive covenant must be registered with the Land Titles Office; and
- c) Cash, term deposit or an irrevocable letter of credit issued by a financial institution acceptable to the City in the amount of \$40,000.00, as a security deposit to secure all the obligations of the covenantor under the restrictive covenant.

14.9 Notwithstanding the foregoing, a temporary second dwelling which is rendered non-inhabitable and which conforms to the *Building Code*, the requirements of this Bylaw, the *Zoning Bylaw* and all other applicable City Bylaws may be allowed to remain on the premises as an accessory building after the expiration of the temporary second dwelling permit provided that the owner applies for and is issued an occupancy permit for use of the building as an accessory building.

15. RETAINING WALLS AND LOT GRADING

- 15.1 A person must not construct, reconstruct, or structurally repair, a retaining wall without a building permit issued by the City.
- 15.2 A building permit is required for any retaining wall over 0.6 metres in height.
- 15.3 Every retaining wall over one (1) metre in height must be designed by a registered professional with expertise in structural engineering, and the registered professional must submit professional design drawings and any required field review reports to the City prior to acceptance of the work by the City.

- 15.4 In areas identified by the City as geotechnically sensitive, or where site conditions warrant, the Chief Building Official may require that a registered professional with expertise in geotechnical engineering design the retaining wall and carry out field reviews of its construction, regardless of wall height.
- 15.5 Any grading alterations not directly authorized under a permit issued under this Bylaw must comply with all applicable City Bylaws, including Bylaws regulating the soil deposit and soil removal and the respective approvals and permits required.
- 15.6 Where the natural grade of land is altered for any reason, all resulting slopes must be suitably landscaped, stabilized, or retained to prevent soil erosion, instability, or the uncontrolled runoff or discharge of water to or from adjacent lots.
- 15.7 Existing slopes that are adequately stabilized or retained by vegetation, rock, structural features, or a combination thereof do not require further treatment unless the Building Official reasonably determines that erosion, instability, drainage issues, or risk to adjacent lots is present.
- 15.8 Except where otherwise approved by the City Engineer as part of a subdivision, development, or servicing approval and through a professional design and field review, fill material placed on a lot in connection with construction or site development must not exceed a surface slope steeper than one (1) linear unit vertical to two (2) linear units horizontal unless restrained by a permitted retaining wall.

16. POOLS

- 16.1 A person must not construct, install, relocate, or structurally repair, a pool without first obtaining a permit from the City.
- 16.2 A pool permit is required for the installation of:
 - a) In-ground swimming pools;
 - b) Above-ground swimming pools;
 - c) Indoor swimming pools; and
 - d) Hot tubs, except for self-contained hot tubs with a locking cover.
- 16.3 A permit application for construction of a pool must be accompanied by a design drawing showing:
 - a) The location of the proposed pool in relation to all existing buildings on the lot and the lot boundaries;
 - b) The type of construction;
 - c) The water supply and proposed method of drainage;

- d) Septic approval from the Fraser Health Authority if not serviced by municipal sanitary sewer; and
 - e) The proposed method and location of fencing and gates.
- 16.4 A swimming pool, whether empty or filled with water, must be enclosed by a fence or barrier that:
- a) Has a minimum height of 1200 millimetres;
 - b) Has no openings greater than 100 millimetres in any direction;
 - c) Is constructed without footholds, handholds, projections, or openings that facilitate climbing;
 - d) Is continuous, except for gates or access points equipped with self-closing and self-latching devices designed to return to a locked position when not in use, with the latches located not less than 150 millimetres from the top of the gate and not less than one (1) metre above grade on the pool side of the fence or barrier; and
 - e) Is a permanent or fixed barrier and constructed of durable materials, and must not consist of temporary, flexible, or easily removable fencing, including snow fencing, construction fencing, or similar materials.
- 16.5 The required fence or barrier may enclose the swimming pool itself or any portion of the lot on which the pool is located. Where only the pool area is enclosed, the fence must be constructed to allow visibility into the pool area.
- 16.6 Where a fence forms part of a principal building, an exterior wall of the building may be considered part of the fence for the purposes of this part of the Bylaw, provided that:
- a) The wall meets or exceeds the required fence height; and
 - b) The wall contains no openings that permit access to the pool area.
- 16.7 In lieu of a fence, a swimming pool may be covered with a locking cover, designed to prevent unauthorized access to the water. The cover must be of strength and rigidity to withstand the weight of a person to prevent collapse. The Building Official may require confirmation from a registered professional to verify the cover is structurally adequate.
- 16.8 To facilitate rescue and emergency access, a private swimming pool must be provided with:
- a) A minimum 1000 millimetre wide unobstructed walkway around the perimeter of the pool; and

- b) A pool rim height not exceeding 1200 millimetres above the surrounding finished grade, unless otherwise approved by the Chief Building Official, based on site constraints or alternative safety measures.
- 16.9 Prior to filling in a swimming pool, the owner must obtain inspection and approval by a Building Official of all required fencing, barriers, or covers.
- 16.10 Every fence or other structure enclosing a pool, whether filled with water or empty, must be maintained by the owner or occupier of the premises upon which the pool is located, in good order and repair so that it is adequate to perform its intended function. All sagging gates, loose parts, worn latches or locks and all broken or binding members must be promptly and adequately replaced or repaired.
- 16.11 Every gate in a fence or other structure which provides access to a pool must be kept in a latched or locked closed position and must only be open for the purpose of entry to or exit from the pool area during such period.
- 16.12 Every private swimming pool located on a lot serviced by a municipal sanitary sewer system must:
 - a) Have a backwash pump connected to the sanitary sewer; and
 - b) Discharge overflow and drained pool water to the sanitary sewer system by pumped connection, provided that the maximum discharge rate does not exceed two (2) litres per second.
- 16.13 Every private swimming pool located on a lot not serviced by a municipal sanitary sewer system must be provided with appropriate works or systems for the safe discharge of pool water, including a rock pit located at least thirty (30) metres from a septic field or watercourse to the satisfaction of the City Engineer. Pool water must not be discharged in a manner that causes erosion, siltation, property damage, or increased flows into receiving watercourses.

17. MOVING A BUILDING

- 17.1 A person must not move a building into or within the geographic limits of the City unless building permit has first been issued authorizing the move.
- 17.2 An application for a permit to move a building must identify:
 - a) The existing location of the building; and
 - b) The proposed destination lot within the City.

- 17.3 A permit to move a building must not be issued by the City until the time, route, and method of the move has been reviewed and approved by the Maple Ridge RCMP, any affected, utility or service provider, the City Engineer, and the Chief Building Official.
- 17.4 A permit to move a building must not be issued unless:
- a) The permit application includes all construction necessary to place, reconstruct, repair, and complete the building in compliance with the provisions of this Bylaw, the *Building Code*, and all other applicable enactments;
 - b) The proposed placement of the building complies with all applicable land use regulations, any approved permits under the City's *Development Approval Procedures Bylaw No. 8081-2025*, as amended or replaced, and the Zoning Bylaw; and
 - c) A registered professional certifies that, when placed on the destination lot and completed in accordance with the permit, the building will comply with the *Building Code*, the requirements of this Bylaw, and other applicable enactments to the extent required by the *Building Code*.
- 17.5 As a condition of issuing a permit to move a building, the Chief Building Official may require the owner to provide security deposit in a form and amount determined in accordance with the City's Security Deposit Policy to secure:
- a) The protection of public roads, rights of way, and City infrastructure;
 - b) The restoration of any damage resulting from the move; and
 - c) The completion of the placement and associated work.

18. ENERGY STEP CODE AND ZERO CARBON STEP CODE

- 18.1 For the purposes of conserving energy and reducing greenhouse gas emissions, the *British Columbia Energy Step Code* and the *Zero Carbon Step Code*, as established under the *Building Code*, are adopted and incorporated by reference and form part of this Bylaw.
- 18.2 Any new building governed by Part 9 of the *Building Code* constructed after June 30, 2025, containing a residential occupancy must be designed and constructed to meet the specified requirements of the Zero Carbon Step Code, as defined by the BC *Building Code* to a level of:
- a) EL-3 where the Permit Application is dated after July 1, 2025.
 - b) EL-4 where the Permit Application is dated after September 1, 2027, or any other effective date established by Council.

- 18.3 Any new building governed by Part 3 of the *Building Code* constructed after June 30, 2025, containing a residential occupancy must be designed and constructed to meet the specified requirements of the *Zero Carbon Step Code*, as defined by the *BC Building Code* to a level of:
- a) EL-3 where the Permit Application is dated after July 1, 2025.
 - b) EL-4 where the Permit Application is dated after September 1, 2027, or any other effective date established by Council.
- 18.4 Any new building constructed after June 30, 2025, containing a residential occupancy must comply with the *Zero Carbon Step Code* as defined by the *Building Code* through:
- a) Either the prescriptive or performance pathway for buildings governed by *Part 9 of the Building Code*; or
 - b) The performance pathway for buildings governed by Part 3 of the *Building Code*.
- 18.5 If a permit application is for a building or structure that falls within the scope of Part 9 of the *Building Code*, the owner must provide, to the satisfaction of the Building Official, all the materials and documentation required by the Energy Step Code and Zero Carbon Step Code, prepared and signed by an Energy Advisor or registered professional, and such other reports and materials as required by the Building Official.
- 18.6 Any Energy Advisor providing documentation required under the *Energy Step Code* or *Zero Carbon Step Code* must be registered and in good standing with Natural Resources Canada or a successor program recognized by the *Building Code*.

19. CERTIFIED PROFESSIONAL PROGRAM

- 19.1 All provisions of this Bylaw apply if an owner elects to apply for a building permit under the Certified Professional Program.
- 19.2 The Building Official may accept a permit application under the Certified Professional Program, only where satisfied that:
- a) The building plans and documents have been reviewed by the Certified Professional for compliance with requirements of the *Building Code*, relevant bylaws and all applicable enactments;
 - b) The permit application is complete in accordance with the Provincial Certified Professional Guide and the CP Manual, including all required letters of assurance, and any confirmations with respect to the development and *Building Code* coordination; and
 - c) Proof of insurance for the Certified Professional has been provided in accordance with the CP Manual.
- 19.3 A Certified Professional must maintain the insurance as set out in the CP Manual for the duration of the permit.

- 19.4 The Building Official may suspend a registered professional from practicing as a Certified Professional in the City if the registered professional:
- a) Is no longer licensed as a registered professional in British Columbia or is removed from the provincial Certified Professional roster;
 - b) Submits documentation that is materially inaccurate or misleading;
 - c) Fails to notify the Building Official in a timely manner of significant known or unresolved contraventions of the *Building Code*, this Bylaw or permit conditions;
 - d) Fails to perform duties required under this Bylaw, the Provincial Certified Professional Guide, or the CP Manual; or
 - e) Fails to maintain the required insurance.
- 19.5 The Building Official may refuse to accept a permit application or to issue a permit under the Certified Professional Program in respect of any Certified Professional who has been suspended by the City or has demonstrated non-compliance with this Bylaw, the Provincial Certified Professional Guide, or the CP Manual.
- 19.6 A Certified Professional must fulfill all applicable duties set out in the Provincial Certified Professional Guide and the CP Manual, including but not limited to:
- a) Reviewing for adequacy and acceptability, and maintaining detailed records of testing and field review reports, and if requested, providing them to the Building Official;
 - b) Advising the Building Official promptly, in writing, of any matter of design, construction, or field review that does not comply with the *Building Code*, this Bylaw, and all applicable requirements and legislation; and
 - c) Submitting written progress reports, at least once every thirty (30) days from the date of issuance of a permit, to the Building Official.
- 19.7 A Certified Professional must promptly notify the Building Official, in writing, if the Certified Professional ceases to be retained, resigns or is otherwise unable or unwilling to carry out required duties.
- 19.8 Where a building permit has been issued under the Certified Professional Program, the owner must promptly notify the Building Official in writing if the Certified Professional ceases to be retained by the owner or is otherwise unable or unwilling to carry out their duties, including the specific date of such cessation.

- 19.9 The Building Official may post a stop work order or revoke a permit issued under the Certified Professional Program:
- a) If the Certified Professional ceases to be retained, resigns, or unwilling to perform required duties;
 - b) If the Certified Professional is no longer licensed as a registered professional in British Columbia or is suspended under to Section 19.4 of this Bylaw; and/or
 - c) Required documentation is not provided within the time frame required.
- 19.9 Construction must not resume until the Building Official has received written confirmation from a Certified Professional that the Certified Professional:
- a) Has been retained by the owner for the continuation of construction of the building;
 - b) Has reviewed the building as constructed and confirmed substantial compliance with approved plans and applicable requirements; and
 - c) Will carry out all remaining duties necessary to certify completion.
- 19.10 Every provision of this Bylaw and the *Building Code* that applies to a registered professional also applies equally to a Certified Professional.
- 19.11 Notwithstanding the provisions of this Part:
- a) Relieves the owner from ensuring compliance with the *Building Code*, this Bylaw and all other applicable enactments and legislation; or
 - b) Limits the authority or discretion of the Building Official to review, inspect, or otherwise administer an application as if it were not an application made under the Certified Professional Program.

20. FEES AND SECURITY DEPOSITS

Permit Application Fees

- 20.1 Prior to the intake of a building permit application, the owner must pay a non-refundable application fee, in accordance with the *Fees and Charges Bylaw*, collected as a percentage of the building permit fee based on the declared construction value. The amount paid for the non-refundable application fee will be credited toward the total building permit fee prior to permit issuance.

- 20.2 For determining fees, the construction value will be the amount established by the City. The City may, at its sole discretion, rely on independent valuation sources, a third-party quantity surveyor, the Chief Building Official, or any combination thereof. If the declared value is lower than the City's calculated value, the City's calculated value prevails. The City's determination of construction value is final and binding.
- 20.3 The permit fee is doubled for every permit application if construction commences before the Building Official issued a permit.
- 20.4 If a permit is issued for the construction of a complex building, the permit fee may be reduced in accordance with the *Fees and Charges Bylaw*.
- 20.5 Every person who applies for or obtains a plumbing, sprinkler, gas, or electrical permit from the City must pay the applicable permit fees prior to permit issuance.
- 20.6 Notwithstanding the provisions of Sections 20.1 to 20.5 of this Bylaw, a permit fee or a security deposit must not be required where a permit is issued to the City for construction carried out by or on behalf of the City-owned land, unless Council expressly authorizes the imposition of such fees or security deposit. This exemption does not apply to permit applications made by contractors, utilities, or third parties, even where the construction is funded fully or partially by the City.

Inspections Fees

- 20.7 The owner must pay permit fees for:
- a) A second and each subsequent re-inspection where it has been determined by the Building Official that one or more re-inspections are required due to non-compliant construction or failure to meet the requirements of this Bylaw;
 - b) A special inspection undertaken to establish the condition of a building or structure, or if special arrangements are required due to time, location or construction techniques; and
 - c) Inspections required under this Bylaw that must be carried out outside the City's regular business hours.
- 20.8 Where drawings, documents, specifications, inspection reports, and certificates for the issued permit are not available upon request by a Building Official, the City may impose the applicable re-inspection fee.

Security Deposits

- 20.9 An owner must submit a security deposit to the City prior to permit issuance in accordance with the City's Security Deposit Policy.
- 20.10 The City may apply a security deposit, in whole or in part, to:
- a) Secure the construction site or building;
 - b) Address unsafe conditions or safety hazards;
 - c) Repair or restore damage to public property or public works arising from the authorized work; or
 - d) Enforce conditions under which a permit was issued.
- 20.11 Any unused portion of the security deposit will be released to the payee when the Building Official is satisfied that:
- a) Inspections are complete and acceptable;
 - b) All permit conditions have been met;
 - c) No further damage to public works or public lands will occur;
 - d) Where applicable, all conditions or provisions of a provisional occupancy permit are completed; and
 - e) Off-site servicing works are completed and acceptable to the City.
- 20.12 Any costs incurred by the City that exceed the amount of the security deposit may be recovered from the owner.
- 20.13 The issuance of a stop work order or do not occupy notice does not entitle any person to the release of any security deposit.

Temporary Building Fees

- 20.14 Prior to issuance of a permit for the occupancy of a temporary building or structure, the owner must pay to the City:
- a) All applicable fees; and
 - b) A security deposit equal to 25% percent of the value of the temporary building, or another amount determined by the Chief Building Official.

- 20.15 The City may use the security deposit to remove the temporary building or structure after one (1) year of the date of the final inspection required under this Bylaw. Removal of the temporary building or structure is at the owner's expense and the City may deduct the cost of removal from the security deposit. If the security deposit is not adequate to cover the said cost, the owner must pay to the City any cost in excess of the security deposit; or
- 20.16 The City must release the security deposit to the owner if the owner removes the temporary building within twelve (12) months of the date of the final inspection required under this Bylaw.
- 20.17 A permit fee paid to the City for a temporary building or structure is not refundable.

Permit Fee Refunds

- 20.18 A permit fee is not refundable once construction has commenced or if a permit extension has been authorized.
- 20.19 A permit fee may be partially refunded in accordance with the Fees and Charges Bylaw if:
 - a) The owner submits a written request for a refund;
 - b) The Building Official confirms construction has not commenced; and
 - c) The permit has not expired.
- 20.20 Notwithstanding the provisions of Section 20.19 of this Bylaw, a request for a permit fee refund must be submitted within twenty four (24) months of the date of permit issuance or, where no permit was issued, within twenty four (24) months of the application date. Any refundable amount not claimed within this period is forfeited.
- 20.21 Where a permit or permit application is cancelled, the owner is entitled to a refund of fees in accordance with the Fees and Charges Bylaw.

21. CLIMATIC VALUES

- 21.1 The climatic values for the design of buildings in the City, must be those listed in the *Building Code* (listed under "Haney" which is placed within the Vancouver Region) and the elevation factoring provided by Environment and Climate Change Data.
- 21.2 The climatic values are provided to identify locally applicable values for use where permitted by the *Building Code*. Designers may rely on this data unless the *Building Code* requires the use of other specified values or updated data published by the Province.
- 21.3 The Chief Building Official may accept updated climatic, or engineering values prepared by a qualified professional where such values more accurately reflect current site conditions or supersede any values contained in the Bylaw

22. PENALTIES AND ENFORCEMENT

- 22.1 Without limiting any provision of this Bylaw, every *person* who contravenes a provision of this Bylaw commits an offence and is liable, on summary conviction, to a fine not exceeding \$10,000.00, or to imprisonment for a term not exceeding six (6) months, or to both, in addition to the costs of prosecution. Each day during which a contravention continues constitutes a separate offence. A monetary penalty may be imposed in accordance with the enabling *Monetary Penalty Regulation* for gas and electrical works or workmanship, forming part of the *B.C. Safety Standards Act*.
- 22.2 Without limiting any other remedy or enforcement action, where construction requiring a permit commences without first obtaining such a permit, the permit fee must be doubled.
- 22.3 An owner is deemed to have knowledge of, and is responsible under this Bylaw, for any construction carried out on the lot the owner owns and for any change in the use, occupancy of a building or structure or part thereof on that lot.
- 22.4 A person is not deemed responsible under the provisions of Section 22.3 of this Bylaw where the person establishes, on a balance of probabilities, that the construction or change of use or occupancy occurred before the person became the owner of the lot.
- 22.5 Notwithstanding the provisions of Section 22.4 of this Bylaw, nothing relieves an owner from:
 - a) The City's right to require and the owner's obligation to obtain a permit; or
 - b) The obligation of the owner to bring the building, structure, or use into compliance with the requirements of this Bylaw.

23. SEVERABILITY

If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid section will be severed, and the remainder of the Bylaw will be deemed valid and remain in effect.

24. TRANSITIONAL PROVISIONS AND COMMENCEMENT

- 24.1 This Bylaw comes into force on the date of its adoption.
- 24.2 After its adoption, this Bylaw shall not apply to:
 - a) Any application for a permit that was submitted and deemed complete before the date this Bylaw comes into force;
 - b) Any permit issued before the date that this Bylaw comes into force; or
 - c) Any construction work lawfully commenced and ongoing under a permit issued before the date that this Bylaw comes into force.

24.3 In the circumstances described in Sections 24.2 (a) to (c) of this Bylaw, the provisions of *Building Bylaw No. 6925-2012*, as repealed, shall continue in force and apply until any permit application made under that Bylaw is determined, the permit expires or is cancelled, or the work is completed, as if that Bylaw has not been repealed.

24.4 For certainty, no lapse, gap, or exemption from municipal building regulation is created by the repeal of *Building Bylaw No. 6925-1012* or the enactment of this Bylaw.

25. REPEAL

Maple Ridge Building Bylaw No. 6925-2012, as amended, is hereby repealed.

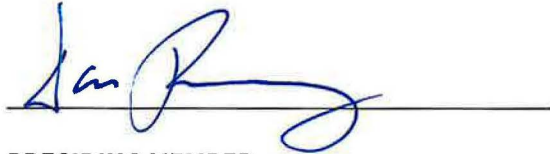
READ a first time the 30th day of June, 2026

READ a second time the 30th day of June, 2026

READ a third time the 30th day of June, 2026

THIRD READING rescinded and read as amended, the 21st day of July, 2026

ADOPTED the 28th day of July, 2026

A blue ink signature, appearing to be "Dan R.", written over a horizontal line.

PRESIDING MEMBER

A blue ink signature, appearing to be "M. Munnich", written over a horizontal line.

CORPORATE OFFICER