

CITY OF BURNABY

BYLAW NO. 12375

A BYLAW respecting fees under the Building Bylaw

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY BUILDING BYLAW 2004, AMENDMENT BYLAW NO. 2, 2007.**
2. Section 10 of Burnaby Building Bylaw 2004 is amended:
 - (a) by striking out the heading “EQUIVALENTS” and substituting the heading “ALTERNATIVE SOLUTIONS” in its place;
 - (b) by striking out the word “equivalent” where it appears in both places in subsection (1) and substituting the words “alternative solutions” in its place;
3. Subsection (5) of section 14 of the said Bylaw is amended:
 - (a) by striking out the words “subsection (7)” where they appear and substituting the words “subsection (6)”; and
 - (b) by adding the following at the end of the subsection:

“No refund shall be payable on an expired permit or on a permit for which an extension has been granted.”
4. Appendices “A” and “B” of the said Bylaw are repealed and Appendix “A” of this Bylaw is substituted in their place.
5. Appendix “C” of the said Bylaw is repealed and Appendix “C” of this Bylaw is substituted in its place.

6. Appendix "D" of the said Bylaw is repealed and Appendix "D" of this Bylaw is substituted in its place.
7. Appendices "E-1" and "E-2" of the said Bylaw are repealed and Appendices "E-1" and "E-2" of this Bylaw are substituted in their place.
8. Appendix "F" of the said Bylaw is repealed and Appendix "F" of this Bylaw is substituted in its place.
9. This Bylaw shall come into force on the first day of January, 2008.

Read a first time this 19th day of November 2007

Read a second time this 19th day of November 2007

Read a third time this 19th day of November 2007

Reconsidered and adopted by Council this 26th day of November 2007


MAYOR


CLERK

APPENDIX "A"**FEEES****Fee****1. Application for a Building Permit:**

(a) For single or two-family dwelling where construction value exceeds \$82,000, including renovations, additions and accessory buildings

\$183.30

(b) For all other

20% of estimated Building Permit Fee, subject to a minimum of \$50 and a maximum of \$5,325

2. Building Permit:

(a) Value of Construction

\$0 to \$1,000

\$50

\$1,001 to \$20,000

\$50 plus \$14.25/\$1,000 or part thereof over \$1,000

\$20,001 to \$200,000

\$320.75 plus \$9.75/\$1,000 or part thereof over \$20,000

\$200,001 and over

\$2,075.75 plus \$8.35/\$1,000 or part thereof over \$200,000

(b) For Chimneys and Solid Fuel Appliances:

Masonry Chimney

\$55.70 per dwelling unit

Prefab Metal Chimney – Class "A"

\$55.70 per dwelling unit

Free standing solid fuel stove or fireplace

\$67.90

Free standing solid fuel stove or fireplace and Class "A" Chimney

\$84.75

Solid fuel insert (includes pre safety inspection)

\$84.75

APPENDIX "A"

FEES

Fee	
(c) For a Building Permit relating to: The replacement of a Building Water Pipe: per unit for all buildings	\$21.05 per unit for all buildings
3. Permit Extension	\$100.00
4. Review of preliminary or modified drawings and specifications:	\$60/hour (minimum .5 of an hour)
5. Building Permit for a Demolition:	
- Accessory building	\$55.70
- Single and two-family dwelling including all accessory buildings on site	\$236.55
- All other buildings and structures	\$591.30
6. Building Permit for Temporary Building or Structure:	
(a) For the first year	\$416.00 per year
(b) For the second and subsequent years:	
(i) temporary buildings on school sites operated for out-of-school care on a not-for-profit basis	\$50.00
(ii) all other temporary buildings	\$416.00 per year
7. Reinspection Fee:	
Where it has been determined by the Building Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work reinspection is necessary	1st reinspection \$50 2nd reinspection \$200 3rd reinspection \$400 4th reinspection \$800 5th reinspection \$1,000 and thereafter
Reinspection Fees are subject to GST	

FEES

8. Special Inspections:

(e) Strata title subdivision application inspections

\$164.00

For an inspection for Provisional Occupancy Permission when requested by the Owner, fees shall be charged under Item 8, Special Inspections.

**For the transfer or assignment of a building permit
or to record a change of contractor for a project**

\$47.40

- All other buildings

\$122.90 per legal address

\$426.00 for the first decision on a development
and \$133.10 for each decision thereafter

**\$2.40 per 1,000 BTU's
heating appliance input
(minimum of \$120.00 per appliance)**

APPENDIX "A"**FEEES****Fee****14. Application for Preliminary Plan Approval:**

- | | |
|----------------------------------|--------------------------------------------------------------------------------|
| (a) For signs | \$75.00 per sign application |
| (b) For Comprehensive Sign Plans | \$205.00 |
| (c) For all other development | \$2.00 per \$1,000 of estimated construction value, with a minimum of \$205.00 |
| (d) For each extension | \$123.00 |

15. Certificate by Registered Professionals:

When a building permit is issued reliant upon the certification of a registered professional engineer or architect, the permit fee will be reduced by 2.5% of the fees payable, up to a maximum reduction of \$500.00

REFUND OF FEES**REFUND****1. Building Permit Application Fee Refund where plan checking has not commenced**

- | | |
|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| (a) For single or two-family dwellings, including renovations, additions and accessory buildings | 70% of Application Fee subject to a minimum non-refundable \$100.00 |
| (b) For all other applications | 70% of Application Fee subject to a minimum non-refundable \$100.00 |

There will be no refund of any portion of the application fee once the plan checking has been started.

2. Building Permit Fee Refund where construction has not commenced, no inspection has been made a permit has not been extended or expired

Refund equals 90% of the difference between the Building Permit Fee and the Building Permit Application Fee

APPENDIX "A"

FEES

Fee

3. For any permit or special inspection where no Application Fee is charged. Refund will be made only where work has not commenced, no inspection has been made and a permit has not been extended

70% of the Permit Fee

4. No refunds will be given unless a written request is received by the Chief Building Inspector

5. Whether work has started or not, no refunds will be given for any permit that has expired

6. No refunds will be given for permit extension fees

SCHEDULE "C"

CITY OF BURNABY

4949 Canada Way
Burnaby, BC V5G 1M2

**CERTIFICATE OF OCCUPANCY
OF A BUILDING**

ISSUE PURSUANT TO SECTION 22 of BYLAW NO. _____

Address of Building: _____

Zoning: _____

Legal Description: _____

Approved Occupancy: _____

The building constructed under the authority of Building Permit No. _____
may be occupied.

It is unlawful to change the class of occupancy of any building or part thereof without first
obtaining an occupancy permit from the Building Inspector.

CHIEF BUILDING INSPECTOR

Per: _____

Date: _____

APPENDIX "D"
BURNABY BUILDING BYLAW
Damage Deposits and Inspection Fees

Permit	Inspection Fee	Damage Deposit
1. Single or Two Family Dwelling Construction	\$75.00	\$1,500.00
2. Single or Two Family Dwelling Addition or Demolition	\$75.00	\$1,000.00
3. Construction other than Single or Two Family Dwelling	\$150.00	\$5,000.00 for 15 m frontage \$30.00/m of frontage thereafter
4. Demolition other than Single or Two Family Dwelling	\$100.00	\$5,000.00 for 15 m frontage \$30/m of frontage thereafter
5. Swimming Pool Installation	\$75.00	\$1,500.00
6. Construction garage or carport	\$75.00	\$1,000.00
No interest is payable on damage deposits paid to or held by the City.		

SCHEDULE E-1

Building Permit No. _____

ASSURANCE OF BUILDING ENVELOPE PROFESSIONAL DESIGN REVIEW AND COMMITMENT FOR ENHANCED FIELD REVIEW

- Note:
1. This letter must be submitted prior to issuance of a building permit.
 2. In this letter the words in *italics* have the same meaning as in the British Columbia Building Code and the Burnaby Building By-law.

To: The Building Inspector

 RE: _____
 Address of Project (Print)

The undersigned *Building Envelope Professional* has been retained with respect to the above referenced project, and gives a commitment of responsibility for *Building Envelope Professional* design review and enhanced *field review* for components and assemblies as required in Sections 5.4, 5.5 and 5.6 in Part 5 of Division B, of the British Columbia Building Code, and as the *Building Envelope Professional* in their professional discretion considers to be necessary, for the project designed by,

 Name of registered professional signing for 'Architectural' components of Schedule B-1 and B-2 letters (Print)

who is providing the *Building Inspector* with the Schedule B-1 'ASSURANCE OF PROFESSIONAL DESIGN AND COMMITMENT FOR FIELD REVIEW' and Schedule B-2 'SUMMARY OF DESIGN AND FIELD REVIEW REQUIREMENTS' letters covering 'Architectural' components. The undersigned will sign and provide copies of all reports to the *registered professional* responsible for 'Architectural' components, and copies of these reports shall also be available on site for review by the City of Burnaby Building Inspector. The undersigned undertakes to notify the *Building Inspector* in writing as soon as practical if their contract is terminated at any time.

Building Envelope Professional's Name (Print)

 Address (Print)

 City (Postal Code)

 Telephone (____) _____

 (If the *Building Envelope Professional* is a member of a firm, complete the following.)

 I am a member of the firm; _____ and I sign this letter on behalf of the firm.
 (Print Name of Firm)

NOTE: The above letter must be signed by a *Building Envelope Professional* defined herein as an architect (member of the Architectural Institute of BC) or a professional engineer (member of the Association of Professional Engineers and Geoscientists of BC), who is competent by virtue of education and experience to provide Enhanced Building Envelope Services and whose practice is focussed accordingly. The Burnaby Building Bylaw defines the education and experience as having:

- completed a program in building envelope studies offered by that Institute or that Association.
- not less than five (5) years of previous working experience in the design of building envelopes and *field review* of building envelope construction.
- not less than one (1) year of previous working experience in the design of building envelopes and field inspection of building envelope construction in the Province of British Columbia.

Enhanced *field review* is defined as *field review* supplementary to that undertaken by the *registered professional* who signed for the "Architectural" components of the Schedules B1 and B2. Enhanced *field review* requires that the *Building Envelope Professional* performs reviews of sufficient frequency and extent at the discretion of the *Building Envelope Professional* in order to ascertain whether the work substantially complies in all material respects to Sections 5.4, 5.5 and 5.6 in Part 5 of Division B.

Building Permit No. _____

Note:

1. This letter must be submitted after completion of the project but prior to official occupancy.
2. In this letter the words in *italics* have the same meaning as in the British Columbia Building Code and the Burnaby Building By-law.

To: The *Building Inspector*

RE: _____
Address of Project (Print)

I have fulfilled my obligations for *Building Envelope Professional* design review and enhanced *field review* as per my previously submitted ASSURANCE OF BUILDING ENVELOPE PROFESSIONAL DESIGN REVIEW AND COMMITMENT FOR ENHANCED FIELD REVIEW. The components and assemblies of the project reviewed substantially comply with Sections 5.4, 5.5 and 5.6 in Part 5 of Division B, of the British Columbia Building Code, and with the plans and supporting documents, including all amendments thereto, which were accepted by the City of Burnaby in support of the application for the building permit.

Building Envelope Professional's Name (Print)

Address (Print)

City _____ (Postal Code) _____

Telephone ()

Date _____

(If the *Building Envelope Professional* is a member of a firm, complete the following.)

I am a member of the firm; _____ and I sign this letter on behalf of the firm.
(Print Name of Firm)

NOTE: The above letter must be signed by a *Building Envelope Professional* defined herein as an architect (member of the Architectural Institute of BC) or a professional engineer (member of the Association of Professional Engineers and Geoscientists of BC), who is competent by virtue of education and experience to provide Enhanced Building Envelope Services and whose practice is focussed accordingly. The Burnaby Building Bylaw defines the education and experience as having:

- (iv) completed a program in building envelope studies offered by that Institute or that Association.
- (v) not less than five (5) years of previous working experience in the design of building envelopes and *field review* of building envelope construction.
- (vi) not less than one (1) year of previous working experience in the design of building envelopes and field inspection of building envelope construction in the Province of British Columbia.

Enhanced *field review* is defined as *field review* supplementary to that undertaken by the *registered professional* who signed for the "Architectural" components of the Schedules B1 and B2. Enhanced *field review* requires that the *Building Envelope Professional* performs reviews of sufficient frequency and extent at the discretion of the *Building Envelope Professional* in order to ascertain whether the work substantially complies in all material respects to Sections 5.4, 5.5 and 5.6 in Part 5 of Division B.

¹ For Building Official's use only

1 of 1

CRP's Initials

SCHEDULE "F"

OWNER(S) UNDERTAKING

Re: Property Address: _____

Legal Description: _____

Building Permit #: _____

This undertaking is given by the undersigned, as the owner of the property described above, and in relation to the application for the building permit described above.

The Owner acknowledges that Burnaby Building Bylaw, 2004 (the "Bylaw") regulates building construction in the City of Burnaby and, among other things, describes the responsibilities of the Owner and the role of the Building Inspector in that process.

The Owner will comply with the Bylaw and all bylaws and enactments in force in the City of Burnaby with respect to the works for which this building permit is applied for.

The Owner specifically acknowledges having reviewed Sections 1(2) and 5(1) of the Bylaw listed as follows:

1. PURPOSE

- (2) This Bylaw is enacted for the purpose of regulating construction within the City in the general public interest. The activities undertaken by or on behalf of the City pursuant to this Bylaw are for the sole purpose of providing a limited and interim spot checking function for reasons of health, safety and the protection of persons and property. It is not contemplated nor intended that this Bylaw shall provide, nor shall this Bylaw be interpreted as providing:
- (a) protection to owners, builders, constructors or any other persons from economic loss;
 - (b) the assumption by the City or the Building Inspector of any responsibility for ensuring the compliance by any owner, agent of an owner or any employees, builders, constructors or designers retained by an owner, with the Building Code, the requirements of this Bylaw or any other bylaws or enactments;
 - (c) a warranty to any person of design or workmanship or materials with respect to any building, structure or part thereof for which a permit or occupancy certificate is issued under this Bylaw;
 - (d) a warranty or assurance to any person that construction undertaken pursuant to a permit issued under this Bylaw is free from any defects, whether patent or latent.

5. RESPONSIBILITIES OF THE OWNER

- (1) Every owner to whom or to whose agent a permit is issued shall ensure that all Construction complies with the Building Code, this Bylaw and any other applicable bylaws or enactments.

1) Owner(s) Information:

Name: _____
Address: _____

Telephone: _____ Contact Person: _____
Date: _____ Signature: _____

2) Owner(s) Information:

Name: _____
Address: _____

Telephone: _____ Contact Person: _____
Date: _____ Signature: _____

3) Owner(s) Information:

Name: _____
Address: _____

Telephone: _____ Contact Person: _____
Date: _____ Signature: _____