



City of Vernon

*Building  
and  
Plumbing  
Bylaw*

*#4900*

THE CORPORATION OF THE CITY OF VERNON

BYLAW NUMBER 4900

AMENDMENTS

BYLAW NO.	ADOPTION	AMENDMENT
5416	March 11, 2013	<ul style="list-style-type: none"><li>• <b>DELETE</b> Schedule "1" Permit Fees in its entirety and <b>REPLACE</b> all references to Schedule "1" with reference to "the current City of Vernon Fees and Charges Bylaw"</li><li>• <b>RENUMBER</b> Schedules as required</li></ul>
5543	February 10, 2015	<ul style="list-style-type: none"><li>• <b>ADDING</b> reference to 'art exhibit erected in the City Centre Development District' to Section 18 – Temporary Buildings, Section 18.1</li></ul>

THE CORPORATION OF THE CITY OF VERNON  
BYLAW NUMBER 4900

A bylaw to regulate the construction, alteration,  
repair, demolition or moving of buildings and  
pools and the installation, alteration or repair of  
plumbing in the City of Vernon.

---

WHEREAS section 694(1) of the *Local Government Act* authorizes The Corporation of The City of Vernon for the health, safety and protection of persons and property, to regulate the construction, alteration, repair, or demolition of buildings and structures by bylaw;

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

AND WHEREAS it is deemed necessary to provide for the administration of the Building Code;

NOW THEREFORE The City in open meeting assembled, enacts as follows:

**SECTION 1 - GENERAL**

This bylaw may be cited for all purposes as The City of Vernon Building and Plumbing Bylaw No. 4900.

BYLAW NUMBER 4900

1.1 DEFINITIONS:

For the purpose of this Bylaw:

agent	means a person authorized in the manner prescribed in Schedule "2" by an owner to represent the owner for the purposes of this Bylaw.
Building Code	means the British Columbia Building Code established pursuant to the Building Regulations of British Columbia.
Building Official	includes a person or persons designated by the City as a Building Official, Plumbing Inspector, or Plan Checker, and includes the supervisors for these positions.
City	means The Corporation of The City of Vernon or the area within it's boundaries, as the context requires.
complex building	<ul style="list-style-type: none"><li>• all buildings used for major occupancies classified as:<ul style="list-style-type: none"><li>○ assembly occupancies,</li><li>○ care or detention occupancies,</li><li>○ high hazard industrial occupancies; and,</li></ul></li><li>• all buildings exceeding 600 square metres in building area or exceeding three storeys in building height used for major occupancies classified as:<ul style="list-style-type: none"><li>○ residential occupancies,</li><li>○ business and personal service occupancies,</li><li>○ mercantile occupancies, medium and low hazard industrial occupancies,</li><li>○ and farm buildings.</li></ul></li></ul>
construction	means to put together, build, frame, erect or form, by joining parts or to remove or demolish, including without limitation, any building, structure, improvement or thing and including, without limitation, plumbing systems.
coordinating registered professional	means a registered professional retained pursuant to Clause 2.6.2.1.(1)(a) of the Building Code to coordinate all design work and field reviews of the registered professionals required for the project.

BYLAW NUMBER 4900

dwelling unit	means one or more habitable rooms containing therein only one facility for cooking and eating, as well as facilities for living and sleeping, a bathroom or bathrooms, and which is designed to be occupied by one or more persons as a single unit.
Fire Chief	means the person appointed by the City as the Chief of the Fire Department of the City and includes the Deputy Chief.
health and safety aspects of the work	means design and construction regulated by Part 3, Part 4, Part 7 and Sections 9.4, 9.8, 9.9, 9.10, 9.12, 9.14, 9.15, 9.17, 9.18, 9.20, 9.21, 9.22, 9.23, 9.24, 9.31, 9.32, and 9.34 of Part 9 of the Building Code.
Inspector, R.C.M.P.	means the person appointed by the Royal Canadian Mounted Police (R.C.M.P.) as Inspector, Vernon R.C.M.P.
Manager, Planning, Development, and Engineering Services	means the person appointed by the City as Manager of Planning, Development, and Engineering Services.
moving permit	means a permit issued by a building official authorizing the moving of a building into the City or from one location to another in the City.
multi-family residential structure	means a single building containing three or more separate dwelling units.
Municipal Engineer	means the person appointed from time to time by the City as the Municipal Engineer.
non complex building	means a building of three storeys or less in building height, having a building area not exceeding 600 square metres and used for major occupancies classified as: <ul style="list-style-type: none"><li>• residential occupancies,</li><li>• business and personal services occupancies,</li><li>• mercantile occupancies, or</li><li>• medium and low hazard industrial occupancies; and,</li><li>• farm buildings.</li></ul>
owner	means the registered owner of land and includes a lessee with authority to build on land.
permit	means a building permit issued pursuant to the provisions of this Bylaw

BYLAW NUMBER 4900

permit fee	means the fee for the permit, calculated by applying the permit value to the schedule of fees listed in The current City of Vernon Fees and Charges Bylaw.
permit value	means a calculation of the total value of any form of construction that is to be submitted by the owner to the satisfaction of a Building Official of the City.
retaining wall	(a) a wall or structure exceeding 1.2 metres in height constructed for the purpose of supporting or confining earth, water or other material and restraining it from moving;  (b) in the case of a series of walls, if any of the walls extends above a line commencing 1.2 metres above grade at the base of the lowest wall and projected at an angle of one linear unit vertically to 1.5 units horizontally.
solid fuel appliance	means any solid fuel fired stove, range space heater, furnace, or fireplace insert.
special inspection	means any inspection not covered by the initial Building Permit, and includes any re-inspection required due to faulty or incomplete work.
stacked rock walls or armoured slopes	means any non-mortared or non-reinforced wall consisting of rock, boulder or other units arranged or stacked at an angle exceeding one unit vertically to 1.5 units horizontally and exceeding 1.2 metres in height.
structure	means a construction or portion thereof of any kind, whether fixed to, supported by or sunk into land or water, but specifically excludes landscaping, fences, paving and retaining structures less than 1.2 metres in height.
swimming pool	means a private residential pool as defined in the <i>Health Act</i> and shall include any constructed or prefabricated pool used or intended for swimming, bathing or wading, having a surface area at the designed water level exceeding 14 square metres or a depth at any one point of more than 450 millimetres.
work related to construction	includes, without limitation, excavation.

Words or phrases defined in the Building Code shall have the same meaning when used in this Bylaw unless otherwise defined in this Bylaw or the context otherwise requires.

BYLAW NUMBER 4900

1.2 PURPOSE OF BYLAW:

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

1.2.2 This Bylaw is enacted and retained 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 spot check for health, safety and the protection of persons and property. It is not contemplated nor intended, nor does the purpose of this Bylaw extend:

1.2.2.1 to the protection of the owners, owner/builders or constructors from economic loss;

1.2.2.2 to the assumption by the City or any building official of any responsibility for ensuring the compliance by any owners, his or her representatives or any employees, constructors or designers retained by him or her, with the Building Code, the requirements of this Bylaw or any other applicable codes or standard;

1.2.2.3 to providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under this Bylaw;

1.2.2.4 to providing a warranty or assurance that construction undertaken pursuant to a building permit issued by the City is free from latent or any defects or complies with this Bylaw.

BYLAW NUMBER 4900

1.3 PERMIT CONDITIONS

- 1.3.1 A permit is required whenever matters regulated under this Bylaw are to be undertaken.
- 1.3.2 Neither the issuance of a permit under this Bylaw nor the acceptance or review of plans, drawings, or specifications or supporting documents, nor any inspections made by or on behalf of the City, shall in any way relieve the owner, or their agents, from full and sole responsibility to perform the work in strict accordance with the Building Code, this Bylaw and all other codes, standards and applicable enactments.
- 1.3.3 It shall be the full and sole responsibility of the owner (and where the owner is acting through an agent, the agent) to carry out the work in respect of which the permit was issued in compliance with the Building Code, this Bylaw and all other applicable codes, standards and enactments.
- 1.3.4 Neither the issuance of a permit under this Bylaw nor the acceptance or review of plans, drawings, or specifications or supporting documents, nor any inspections made by or on behalf of the City, constitute in any way a representation, warranty, assurance or statement that the Building Code, this Bylaw or any other applicable codes, standards or enactments have been complied with.
- 1.3.5 No person shall rely upon any permit as establishing compliance with this bylaw or assume or conclude that this bylaw has been administered or enforced according to its terms. The person to whom the building permit is issued and their representatives are responsible for making such determination.



BYLAW NUMBER 4900

**SECTION 2 - SCOPE AND EXEMPTIONS:**

- 2.1 This Bylaw applies to the design, construction and occupancy of new buildings and structures, and the alteration, reconstruction, demolition, removal, relocation and occupancy of existing buildings and structures.
- 2.2 The provisions of this Bylaw do not apply to the matters exempted by Part 1 of the Building Code except as provided herein.
- 2.3 The provisions of this Bylaw apply to retaining walls, to stacked rock walls, and to retaining structures that in the opinion of a Building Official require a plan certified by a registered professional due to siting conditions.
- 2.4 The provisions of this Bylaw do not apply to fences except as provided in Section 19 - Swimming Pools.
- 2.5 The provisions of this Bylaw do not apply to:
  - 2.5.1 an accessory building with a floor area less than 10 square metres, a trellis, an arbour, a retaining structure supporting soil less than 1.2 metres in height except in those cases where a Building Official determines that Subsection 2.3 or Subsection 22.2 apply, and other such landscape features on a parcel zoned for single family residential occupancy uses under the City's zoning bylaw.
  - 2.5.2 the non-structural repair and maintenance of lawfully conforming structures on a parcel zoned for single family residential occupancy uses under the City's zoning bylaw.

BYLAW NUMBER 4900

**SECTION 3 – PROHIBITIONS:**

Unless otherwise permitted or exempted elsewhere in this Bylaw:

- 3.1.1 No person shall commence or continue any construction, alteration, extension, structural repair, health or safety repair, placement of any building or structure or other work related to construction, including work described in Section 1.1.2 of the Building Code, unless a valid and subsisting permit has been issued for the work by a Building Official.
- 3.1.2 No person shall commence or continue construction, the connection, installation, alteration or repair of plumbing, sewers, drains, tanks, pumps, heating and air conditioning equipment and similar works unless a valid and subsisting plumbing permit has been issued for the work by a Building Official.
- 3.1.3 No person shall demolish or remove a building or structure or any portion thereof, unless a valid and subsisting demolition permit has been issued for the demolition by a Building Official.
- 3.1.4 No person shall, occupy or use any building or structure unless a valid and subsisting occupancy permit has been issued by a Building Official for the building or structure, or occupy or use contrary to the terms of any occupancy permit issued or any notice given by a Building Official.
- 3.1.5 No person shall, unless authorized by a Building Official, reverse, alter, deface, cover, remove or in any way tamper with any notice, permit or certificate posted by a Building Official, or required to be posted by a Building Official upon or affixed to any building or property pursuant to this Bylaw.
- 3.1.6 No person shall commence or continue any work that is at variance or contrary to the authorized descriptions, plans and specifications of a building,

BYLAW NUMBER 4900

work or thing for which a permit has been issued, unless that variance has first been authorized in writing by a Building Official.

- 3.1.7 No person shall obstruct the entry of a Building Official on any land, building or premises.
- 3.1.8 No person shall move or cause any dwelling unit to be moved into the City except a dwelling unit built to Canadian Standards Association standards A277, Z240 unless a building permit has been obtained, and a valid and subsisting moving permit authorizes the move.
- 3.1.9 No person shall move or cause any building to be moved in the City without first obtaining a permit for the work on the site to which the building is to be moved.
- 3.1.10 No person shall occupy a building or portion of a building after a change in class of occupancy of the building or part of it unless the requirements of Section 16 - Occupancy Permits have been complied with and the building complies with the health and safety requirements of the Building Code, the Bylaws of the City or any statute for the new occupancy.
- 3.1.11 When a building is damaged above its foundations by fire, decay, storm, earthquake, or otherwise to more than seventy-five per cent (75%) of its assessed value as of the date of the damage above its foundations as determined by the Building Official, it shall not be repaired or renovated unless in every respect, the whole building, including the undamaged portion, is made to comply with this Bylaw.

BYLAW NUMBER 4900

**SECTION 4 - BUILDING OFFICIALS:**

4.1 A Building Official may:

4.1.1 administer this Bylaw;

4.1.2 keep records of applications received, for permits and orders issued, inspections and tests made, and shall retain copies of papers and documents connected with the administration of this Bylaw;

4.1.3 establish, if requested to do so, or require the owner to establish, whether the methods or types of construction and types of materials used in the construction of a building or structure conform to the requirements of the Building Code.

4.2 All applications, permits, plans, records or documents submitted to or kept by the Building Official are the property of the City and shall not be available for public viewing, except to the extent permitted under the *Freedom of Information and Protection of Privacy Act*.

4.3 Section 4.1 creates no obligations other than to the City.

4.4 A Building Official:

4.4.1 may enter any land, building or structure at any reasonable time for the purpose of ascertaining that the regulations of this Bylaw are being observed;

4.4.2 where any residence is occupied, shall, except in emergency situations, obtain the consent of the occupant or provide written notice 24 hours in advance of entry; and

4.4.3 shall carry proper credentials confirming that person's status as a Building Official.

BYLAW NUMBER 4900

- 4.5 A Building Official may order the correction of any work which is being done or has been done in contravention of this Bylaw or the Building Code.
  
- 4.6 A Building Official may order all work which is being done or is about to be done in contravention of this Bylaw be stopped.

**SECTION 5 – APPLICATIONS:**

- 5.1 Every person shall apply for and obtain:
  - 5.1.1 a building permit before constructing, repairing or altering a building or structure;
  - 5.1.2 a moving permit before moving a building or structure;
  - 5.1.3 a demolition permit before demolishing a building or structure;
  - 5.1.4 a plumbing permit before constructing, repairing or altering a plumbing system;
  - 5.1.5 a building permit prior to construction of a masonry fireplace or the installation of a wood burning or other solid fuel appliance or chimney unless the works are encompassed by a valid building permit.
- 5.2 All plans submitted with permit applications shall bear the name and address of the designer of the building, structure or plumbing.
- 5.3 Each building or structure to be constructed placed, altered, extended or repaired on site requires a separate building permit and shall be assessed a separate building permit fee based on the value of that building or structure, as determined in accordance with the current City of Vernon Fees and Charges Bylaw, except in the case of buildings in a phased condominium or similar project involving multiple buildings on a single site, where a single permit may be issued for more than one building or structure.
- 5.4 Each application shall state the estimated market value of the proposed construction.

**SECTION 6 - APPLICATIONS FOR COMPLEX BUILDINGS:**

- 6.1 An application for a building permit with respect to a complex building shall:
- 6.1.1 be made in the form established and prescribed by the City;
  - 6.1.2 be accompanied by the owner's acknowledgment of responsibility and undertaking made in the form attached as Schedule "1" to this Bylaw, signed by the owner, or a signing officer if the owner is a corporation.
  - 6.1.3 include a copy of a title search made within 30 days of the date of the application;
  - 6.1.4 include a site plan prepared by a British Columbia Land Surveyor or Registered Professional showing:
    - 6.1.4.1 the bearing and dimensions of the parcel taken from the registered subdivision plan;
    - 6.1.4.2 the legal description and civic address of the parcel;
    - 6.1.4.3 the location and dimensions of all statutory rights of way, easements and setback requirements;
    - 6.1.4.4 the location and dimensions of all existing and proposed buildings and structures on the parcel;
    - 6.1.4.5 setbacks to the natural boundary of any river, lake, swamp, pond or watercourse where there are applicable siting requirements related to flooding;

BYLAW NUMBER 4900

- 6.1.4.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of the underside of the floor system of a building or structure where there are applicable siting requirements related to minimum floor elevation; and,
- 6.1.4.7 the location, dimension and gradient of parking and driveway access, boulevard, trees, overhead wires, street lights and pole locations;
- 6.1.5 include floor plans showing the dimensions and uses of all areas; the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; fire separations, plumbing fixtures; structural elements; and stair dimensions;
- 6.1.6 include a cross section through the building or structure illustrating foundations, drainage, ceiling heights and construction systems;
- 6.1.7 include elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, and finished grade;
- 6.1.8 include cross sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or structure conforms to the Building Code;
- 6.1.9 include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approval;
- 6.1.10 include a Letter of Assurance in the form of Schedule "A" as referred to in Section 2.6 of Part 2 of the Building Code, signed by the owner, or a



BYLAW NUMBER 4900

signing officer of the owner if the owner is a corporation, and the Coordinating Registered Professional;

- 6.1.11 include Letters of Assurance in the form of Schedules B-1 and B-2 as referred to in Section 2.6 of Part 2 of the Building Code, each signed by such Registered Professionals as the Building Official or Building Code may require to prepare the design for and conduct field reviews of the construction of the building or structure;
  - 6.1.12 include two sets of drawings and specifications, if necessary, at an appropriate scale of the design prepared by each Registered Professional and including the information set out in Sections 6.1.5, 6.1.6, 6.1.7 and 6.1.8 of this Bylaw;
  - 6.1.13 include a completed, signed and sealed Building Code analysis in a form prescribed by the City.
- 6.2 In addition, the following may be required by a Building Official to be submitted with a building permit application for the construction of a complex building where the complexity of the proposed building or structure or siting circumstances warrant:
- 6.2.1 site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line prepared and sealed by a Registered Professional, in accordance with the City's Subdivision and Development Servicing Bylaw;
  - 6.2.2 a section through the site showing grades, buildings, structures, parking areas and driveways;

BYLAW NUMBER 4900

- 6.2.3 any other information required by the Building Official or the Building Code to establish compliance with this Bylaw, the Building Code and other bylaws and enactments relating to the building or structure.
  
- 6.3 A Building Official may accept plans with less details for an application to undertake minor repairs or alterations to complex buildings.

**SECTION 7 - APPLICATIONS - NON COMPLEX BUILDINGS:**

7.1 An application for a building permit with respect to a non complex building shall:

7.1.1 be made in the form established and prescribed by the City;

7.1.2 be accompanied by the owner's acknowledgment of responsibility and undertakings made in the form attached as Schedule "1" to this Bylaw, signed by the owner, or a signing officer if the owner is a corporation;

7.1.3 include a copy of a title search made within 30 days of the date of the application;

7.1.4 include two copies of site plans prepared by a British Columbia Land Surveyor or Registered Professional showing:

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

7.1.4.2 the legal description and civic address of the parcel;

7.1.4.3 the location and dimensions of all statutory rights of way, easements, covenant requirements, setback requirements, diameter of existing trees and proposed trees on the land or water lot on which the building is to be situated, and adjacent street and lane names;

7.1.4.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse;

7.1.4.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of

BYLAW NUMBER 4900

the underside of the floor system of a building or structure where there are applicable siting requirements related to minimum floor elevation;

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

7.1.4.8 the location of water service, sewer service, storm water service and site collection system, vehicle access to a roadway, firefighting access, parking, landscaping and screening requirements as required by the City Zoning Bylaw or the City Subdivision and Development Servicing Bylaw or the Building Code;

7.1.4.9 the grades and elevations of the streets and sewers abutting the land.

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

7.1.6 include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or structure conforms to the Building Code and complies with the City bylaws, covenants and contracts;

7.1.7 include copies of approvals required under any enactment relating to health or safety, including, without limitation:

BYLAW NUMBER 4900

- 7.1.7.1 an approved connection to the City sewer system or a Province of British Columbia sewage disposal permit;
  - 7.1.7.2 proof of potable water through an approved application for water from The Greater Vernon Water Utility, an approved application from a private water utility, or a Province of British Columbia water license;
  - 7.1.7.3 an approved catch basin system and lawn drain system or acceptable site drawings as determined by the Municipal Engineer.
  - 7.1.7.4 highway access acceptable to the City and a Province of British Columbia highway access permit where required by Provincial Legislation
- 7.1.8 subject to Subsections 8.4, and 8.5 of this bylaw, include a foundation design that complies with Section 9.4.4 of Part 9 of the Building Code and the foundation excavation complies with Section 9.12 of Part 9 of the Building Code.
- 7.1.9 include two sets of scale drawings of the design including the information set out in Subsections 7.1.4, 7.1.5, 7.1.6 and 7.1.8 of this Bylaw.
- 7.2 In addition to the requirements of Subsection 7.1, the following may be required by a Building Official to be submitted with a building permit application for the construction of non-complex buildings where the project involves two or more buildings, which in the aggregate total more than 1200 square metres, or two or more buildings that will contain three or more dwelling units, or otherwise where the complexity of the proposed building or structure or siting circumstances warrant:

BYLAW NUMBER 4900

- 7.2.1 site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a Registered Professional, in accordance with the City's Subdivision and Development Servicing Bylaw;
  - 7.2.2 a section through the site showing grades, buildings, structures, parking areas and driveways;
  - 7.2.3 a roof plan and roof height calculations;
  - 7.2.4 structural, electrical, mechanical or fire suppression drawings prepared and sealed by a Registered Professional;
  - 7.2.5 Letters of Assurance in the form of Schedules B-1 and B-2 as referred to in Section 2.6 of Part 2 of the Building Code, signed by the Registered Professional;
  - 7.2.6 any other information required by the Building Official or the Building Code to establish compliance with this Bylaw, the Building Code and other bylaws and enactments relating to the building or structure.
- 7.3 A Building Official may accept plans with less detail for an application to undertake minor repairs or alterations to non complex buildings.

**SECTION 8 - APPLICATIONS GENERAL:**

8.1 An application for a plumbing permit shall:

8.1.1 be in the form established and prescribed by the City and include the fees established in The current City of Vernon Fees and Charges Bylaw.

Requirements for issuance may require a valid BC Tradesman's Qualification Certification;

8.1.2 in the case of commercial, industrial, or institutional buildings or residential buildings containing three or more dwelling units, be accompanied by a plan drawn to a scale that shows to the satisfaction of a Building Official, the proposed works and the location and size of every building drain and of every trap or inspection piece on a building drain, a sectional drawing showing the size and location of every soil or waste pipe, trap and vent pipe, and a schematic drawing showing water distribution system layout and sizing;

8.1.3 in the case of plumbing being installed in a complex building Schedules B-1 and B-2 of the Building Code are required to be submitted by a Registered Professional.

8.2 An application for a demolition permit shall be made in the form established and prescribed by the City and include the fees established in The current City of Vernon Fees and Charges Bylaw.

8.3 An application for a moving permit to move a building shall be made in the form established and prescribed by the City and shall contain sufficient information to satisfy a Building Official that the proposed work will comply with the requirements of Section 17 of this Bylaw. A permit(s) authorizing construction required to bring the building into a healthy, safe and bylaw compliant state must

BYLAW NUMBER 4900

be attached to the application. The application must include the application fee set out in The current City of Vernon Fees and Charges Bylaw.

- 8.4 Except as permitted in Subsection 8.5, all permit applications shall include a foundation design prepared by a Registered Professional in accordance with Section 4.2 of the Building Code, accompanied by schedules B-1 and B-2 as required in Section 2.6 of Part 2 of the Building Code.
- 8.5 The requirements of Subsection 8.4 may be waived by a Building Official where:
- 8.5.1 the structure is an accessory building with a building area not exceeding 55 square metres; or,
  - 8.5.2 the structure is a mobile home conforming to the CSA standards required by the Building Code; or,
  - 8.5.3 the permit is for a small addition, alteration, renovation, or other construction to which a building official determines the application of 8.4 is not warranted; or
  - 8.5.4 documentation, prepared and sealed by a registered professional, is provided assuring that the foundation design substantially complies with section 9.4.4 of Part 9 of the Building Code and the foundation excavation substantially complies with section 9.12 of the Building Code.
- 8.6 Where hoarding is required, application for a hoarding permit shall be made to a building official in the form provided by the City, and include the fees payable as set out in The current City of Vernon Fees and Charges Bylaw. Where hoarding may encroach on municipal property, the building official shall consult with the Municipal Engineer.



**SECTION 9 - PROFESSIONAL PLAN CERTIFICATION:**

- 9.1 The Letters of Assurance in the form of Schedules B-1 and B-2 referred to in Section 2.6 of Part 2 of the Building Code and provided pursuant to the requirements of this Bylaw are relied upon by the City and its Building Officials as certification that the design and plans to which the Letters of Assurance relate comply with the Building Code and other applicable enactments relating to safety.
- 9.2 A building permit issued for the construction of a complex building, or for a non complex building for which a Building Official required professional design pursuant to Subsection 7.2.4 and Letters of Assurance pursuant to the requirements of this Bylaw, shall be in the form prescribed by the City.
- 9.3 A building permit issued pursuant to Subsection 9.2 of this Bylaw shall include a notice to the owner that the building permit is issued in reliance upon the certification of the Registered Professionals that the design and plans submitted in support of the application for the building permit comply with the Building Code and other applicable enactments relating to safety.
- 9.4 When a building permit is issued in accordance with Subsection 9.2 of this Bylaw the permit fee shall be reduced by 20% of the fees payable pursuant to the current City of Vernon Fees and Charge Bylaw.

BYLAW NUMBER 4900

**SECTION 10 – PERMITS:**

10.1 A Building Official shall issue the permit for which the application is made when:

- 10.1.1 a completed application, including all required supporting documentation has been submitted;
- 10.1.2 a review of the proposed work set out in the application has been undertaken in relation to the Building Code, this Bylaw and all other applicable bylaws and statutes;
- 10.1.3 the applicant has paid the fees prescribed in the current City of Vernon Fees and Charges Bylaw,
- 10.1.4 owner, or signing officer if the owner is a corporation, and the coordinating Registered Professional, if applicable, have signed the permit;
- 10.1.5 the applicant indicates that all charges have been paid and all requirements have been met that are imposed by any other statute or bylaw;
- 10.1.6 no covenant or agreement in favour of the City authorizes a permit to be withheld; and,
- 10.1.7 there is assurance given that the portion of the construction involving a plumbing system will be installed by a plumber holding valid BC Tradesman's Qualification Certification, or an owner and resident of a dwelling unit, will install, alter or repair plumbing in their dwelling unit or related accessory building.

BYLAW NUMBER 4900

- 10.1.8 the owner has made arrangements satisfactory to the City for the construction of crossings over sidewalks and curbs in accordance with Subdivision and Development Servicing Bylaw Number 3853.
- 10.2 A permit shall expire and the rights of the owner under the permit shall terminate when:
  - 10.2.1 the work authorized by the permit is not commenced within six months from the date of issuance of the permit;
  - 10.2.2 work is discontinued for a period of six months;
  - 10.2.3 the authorized work is not completed within two years from the date of issuance of the permit;
  - 10.2.4 the Sewage Disposal permit that is required under Subsection 7.1.7.1 of this Bylaw or Section 9.31.5.2.(2) of the Building Code is revoked;
  - 10.2.5 the title of the property on which the permit authorizes work to be done is transferred to a different owner. A building permit that is valid at the time of transfer may be transferred to the new land owner when the permit holder requests such a transfer in writing to the City.
  - 10.2.6 the Building Official determines that an applicant has provided false or misleading information on the application or otherwise obtained the permit fraudulently.
- 10.3 When a permit has expired, no construction or other work may continue or commence until a new permit is issued.
- 10.4 A Building Official may issue a permit for the construction of a portion of a building before the plans and specifications for the entire building have been

BYLAW NUMBER 4900

accepted, provided adequate information has been filed to enable the Building Official to ensure the portion to be constructed complies with this Bylaw, the Building Code, and other bylaws and regulations of the City and other authorities having jurisdiction, and the permit fee applicable to that portion of the building has been paid. The issuance of the permit notwithstanding, the requirements of this Bylaw apply to the remainder of the building as if the permit had not been issued.

- 10.5 A Building Official may extend the period of time set out under Section 10.2 where construction has not commenced or has been discontinued due to adverse weather, strikes, material or labour shortages, or similar hardship beyond the owner's control.
- 10.6 A building permit application that has not been approved shall expire one year following the date of application.

BYLAW NUMBER 4900

**SECTION 11 – FEES:**

- 11.1 A permit fee calculated in accordance with the current City of Vernon Fees and Charges Bylaw shall be paid in full prior to issuance of the relevant permit under this Bylaw.
- 11.2 An application for a permit shall be cancelled if the prescribed permit fee is not paid within 60 days from the date of notification to the applicant that the permit is ready for issuance.
- 11.3 An application for a permit shall be cancelled if the application is incomplete and inactive for six months or longer.
- 11.4 Submissions in support of an application that is cancelled may be destroyed.
- 11.5 A reapplication for a permit shall be processed as a new application and subject to payment of the permit fees in accordance with Subsection 11.1.
- 11.6 The person to whom a permit has been issued may obtain a refund in the amount of 75% of the balance of the building permit fee, when a permit is surrendered and cancelled within one year of issuance, provided that construction has not begun or an inspection is made.
- 11.7 Where applicable, inspection charges shall be paid in accordance with the current City of Vernon Fees and Charges Bylaw, in advance of inspection.
- 11.8 The fee for a permit to complete work previously authorized by permit which is no longer valid shall be based on the cost of work remaining to be completed.
- 11.9 Where, due to non-compliance with this Bylaw, more than two inspections are necessary when one inspection is normally required, for each inspection after the second inspection, a re-inspection charge as set out in the current City of

BYLAW NUMBER 4900

Vernon Fees and Charges Bylaw shall be paid prior to additional inspections being performed.

- 11.10 When a required permit inspection is requested to be done after the hours during which the offices of the City are normally open, an after hours inspection charge shall be payable as set out in the current City of Vernon Fees and Charges Bylaw.
- 11.11 An inspection charge, as set out in the current City of Vernon Fees and Charges Bylaw, shall be payable in advance for a voluntary inspection to establish compliance of or to obtain a report on the status of an existing building or structure.

**SECTION 12 - DISCLAIMER OF WARRANTY OR REPRESENTATION:**

- 12.1 Neither the issuance of a permit under this Bylaw, the review and acceptance of the drawings, plans and specifications, nor inspections made by a Building Official, shall constitute a representation or warranty that the Building Code or this Bylaw has been complied with or that the building or structure meets any standard of materials and workmanship. No person shall rely on any action, acceptance or inspection carried out by a Building Official as assurance in establishing compliance with the Building Code, this Bylaw or any standard.

**SECTION 13 - PROFESSIONAL DESIGN AND FIELD REVIEW:**

- 13.1 When a Building Official considers that the site conditions, size or complexity of a development or an aspect of a development warrant, they may require a Registered Professional to provide design and plan certification and field review supported by Letters of Assurance in the form of Schedules A, B-1, B-2, C-A and C-B referred to in Section 2.6 of Part 2 of the Building Code.
- 13.2 Prior to issuance of an occupancy permit for a complex building, or non complex building in circumstances where Letters of Assurance have been required in accordance with Subsections 7.2.4, 7.2.5 or 13.1 and 13.4 of this Bylaw, or where Letters of Assurance referred to in Section 2.6 of Part 2 of the Building Code have been provided in support of a building permit the owner shall provide the City with Letters of Assurance in the form of Schedules C-A or C-B, as is appropriate, referred to in Section 2.6 of Part 2 of the Building Code.
- 13.3 When a Building Official considers that construction would be on land that is subject to hazardous conditions, a Building Official may require the owner of the land to provide them with a report, at the owner's expense, certified by a Professional Engineer with experience in geotechnical engineering that the land may be used safely for the use intended subject to the conditions imposed in the report.
- 13.4 When a Building Official considers that the design of a component or combination of components of a project is beyond the scope of Part 9 of the Building Code the Building Official may require a Registered Professional to review the design of the component(s). The Building Official may require the submission of schedules B-1, B-2 and C forming part of the Building Code for the component(s).



BYLAW NUMBER 4900

- 13.5 When a Registered Professional provides Letters of Assurance in accordance with the requirements of this Bylaw and the Building Code, they shall provide proof of professional liability insurance to the satisfaction of the Building Official.

**SECTION 14 - RESPONSIBILITIES OF THE OWNER:**

- 14.1 Every owner shall ensure that all construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety and health.
- 14.2 Every owner to whom a permit is issued shall be responsible for the cost of repair of any damage to municipal works that occurs in the course of work authorized by the permit, and shall commit to this prior to issuance of the permit by signing the form prescribed by the City. Unpaid costs that have been assessed against an owner to repair damage to municipal works shall be applied to property taxes at the end of the year.
- 14.3 Every owner to whom a permit is issued shall, during construction:
- 14.3.1 keep a copy of the accepted designs, plans and specifications on the property; and
  - 14.3.2 post the civic address on the property in a location visible from any adjoining streets.
- 14.4 Every owner shall ensure that when constructing a building that falls within the area identified in the plan attached as Schedule "3", Fire Limits and Interface Area that the building meets the following conditions:
- 14.4.1 be constructed with fire resistant exterior finishes and roofing materials and/or be sprinklered for fire protection;
  - 14.4.2 and meets all of the requirements of the Provincial Ministry of Forests with respect to fire interface areas.

BYLAW NUMBER 4900

- 14.5 Without limiting Subsection 14.4, an addition or alteration to an existing building that falls within the area identified in the plan attached as Schedule 4, Fire Limits and Interface Area may be permitted, provided that as a result of the use of fire resistant finishes and roofing materials there is no net increase in combustible finishes when construction is completed.

**SECTION 15 – INSPECTIONS:**

- 15.1 When a Registered Professional provides Letters of Assurance in accordance with this Bylaw, the City will rely solely on field reviews undertaken by the Registered Professional and the Letters of Assurance, as assurance that the construction conforms to the design, plans and specifications and that the construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety and health.
- 15.2 Notwithstanding Subsection 15.1 of this Bylaw, a Building Official may attend the site from time to time during the course of construction to monitor the work and ascertain that the field reviews are taking place.
- 15.3 A Building Official may attend periodically at the site of the construction of non complex buildings or structures where a Registered Professional has provided assurances in accordance with this Bylaw to ascertain whether the health and safety aspects of the work are being carried out in substantial conformance with those portions of the Building Code, this Bylaw and any other applicable enactment concerning health or safety.
- 15.4 The owner, or their representative, shall give at least 24 hours notice to the City when requesting an inspection and shall obtain an inspection and receive a Building Official's acceptance of the following aspects of the work prior to concealing them:
- 15.4.1 the foundation and footing forms prior to placing of any concrete therein, provided that after concrete is poured, a British Columbia Land Surveyor certificate is received prior to any other inspections other than inspection 15.4.2 being performed;
  - 15.4.2 installation of perimeter drain tiles and damp-proofing, sanitary sewer, storm sewer and water services, prior to backfilling;

BYLAW NUMBER 4900

- 15.4.3 plumbing under-slab rough-in during a required test phase prior to cover;
  - 15.4.4 the preparation of ground, including ground cover, hydronic heating system when installed, prior to the placing of a concrete slab;
  - 15.4.5 rough-in of chimneys and fireplaces and solid fuel burning appliances;
  - 15.4.6 plumbing above slab rough-in during a required test prior to cover;
  - 15.4.7 the framing and sheathing when complete, including fire stopping, bracing, chimney, duct work, plumbing, gas venting, wiring, but before any insulation, lath or other interior or exterior finish is applied which would conceal such work;
  - 15.4.8 insulation and vapour barrier, but prior to installation of interior finish;
  - 15.4.9 the health and safety aspects of the work when the building or structure is complete and ready for occupancy.
- 15.5 A building official may only carry out an inspection under Subsection 15.4 if the owner or the owner's agent has requested the inspection.
- 15.6 No aspect of the work referred to in Subsection 15.4 of this Bylaw shall be concealed until a Building Official has accepted it in writing.
- 15.7 The requirements of Subsections 15.4, 15.5, and 15.6 of this Bylaw do not apply to any aspect of the work that is the subject of a Registered Professional's Letter of Assurance provided in accordance with this Bylaw.

BYLAW NUMBER 4900

**SECTION 16 - OCCUPANCY PERMITS:**

16.1 No person shall occupy a building or structure or part of a building or structure until an occupancy permit has been issued.

16.2 An occupancy permit shall not be issued unless:

16.2.1 all Letters of Assurance have been submitted when required in accordance with this Bylaw; or

16.2.2 all aspects of the work requiring inspection and an acceptance pursuant to this Bylaw have been inspected and accepted.

16.3 A Building Official may issue an occupancy permit for part of a building or structure when that part of the building or structure is self contained, provided with essential services, and meets the requirements set out in Subsection 16.2 of this Bylaw.

BYLAW NUMBER 4900

**SECTION 17 - MOVING OF BUILDINGS**

17.1 No building shall be moved into the City, nor from one property in the City to another, or from one location to another location on the same piece of land or real Property, unless such building in its intended location shall comply with the provisions of all relevant bylaws of the City.

17.2 No person shall move any building or portion of any building into the City, or from one location to another location in the City, without first:

17.2.1 obtaining from a Building Official:

17.2.1.1 a building permit; and,

17.2.1.2 a moving permit;

17.2.2 depositing a certified cheque or bond equal to the total costs of the upgrading estimated by the owner to the satisfaction of a Building Official with a minimum amount of \$500.00 as security to ensure that the building is upgraded and that the exterior of the building will be completed within ninety (90) days from the date of the issuance of the Building Permit and that the building substantially complies with this Bylaw and complies with all bylaws of the City within one year from the date on which the building permit was issued;

17.2.3 providing a building official with assurances from a Registered Professional that the building to be moved is capable of being moved and is in compliance with the Building Code.

BYLAW NUMBER 4900

17.3 Every application for a moving permit shall:

17.3.1 designate the existing site of the building;

17.3.2 the proposed site to which it is to be moved, including street address and legal description of the lot to which it is proposed the building be moved (together with a site plan of the lot); and,

17.3.3 the name and street address of the owner of the lot to which the building is to be moved and the name and address of the owner of the building .

17.4 No permit to move a building shall be issued by a Building Official until the time and route of the move have been approved by the Inspector, RCMP, the Fire Chief and the Municipal Engineer.

17.5 Notwithstanding anything in this Section otherwise contained, no building shall be moved into a commercial zone from any other zone.

17.6 Notwithstanding anything in this Section, a Building Official may carry out an on-site inspection of the building and following the inspection and giving due consideration to the age and general appearance of the building and the probability that the building when moved will conform to generally the same standard of building in the area where the building is to be moved may issue a moving permit.

17.7 Where an applicant has been refused a residential moving permit by a building official, the applicant may appeal the decision of the Building Official to City Council.



BYLAW NUMBER 4900

**SECTION 18 - TEMPORARY BUILDINGS:**

18.1 Subject to compliance with other applicable bylaws and the Building Code, a Building Official may issue a permit for the erection or placement of a temporary building, structure, or shelter. The temporary building, structure, or shelter shall except in the case of a structure accommodating an art exhibit erected in the City Centre Development District, only be erected in conjunction with a permanent building, and be limited in area to 30% of the area of the permanent building.

*(Bylaw 5543)*

18.2 The word “temporary”, as used in this Section, shall mean the period designated on the permit, but not exceeding 24 months, except in the case of a temporary portable classroom building for the local School District authority on a school site shall be for a period not to exceed five years.

18.3 Applications for a permit to construct a temporary building shall be made in the form established and prescribed by the City, and accompanied by:

18.3.1 plans of sufficient detail to show complete compliance with the City Bylaws, the Building Code and other applicable regulations and shall include the location of the building on the site and construction details of the building;

18.3.2 a statement of the intended use and duration of the use;

18.3.3 the permit fee noted on the current City of Vernon Fees and Charges Bylaw, which will be non-refundable; and

18.3.4 a removal security in the amount equal to the estimated cost of removal, with the minimum of such amount being One Thousand Dollars (\$1,000.00) in the form of cash, certified cheque, bond guarantee by a licensed bonding company, or a Letter of Credit from a bank, which

BYLAW NUMBER 4900

removal security shall be refundable within 30 days of the temporary building being removed and the site left in a safe and sanitary condition.

18.3.5 in the event of default by the owner to remove the temporary building within 30 days after the expiration of the period provided for in the building permit the removal security shall be forfeited to the City, and the City, its employees and agents, may enter and effect the removal of the temporary building, provided the City gives the owner 30 days notice of its intention to effect such removal;

18.3.6 an agreement with the City, in the form of a restrictive covenant registerable against the title of the land on which the temporary building is to be located, agreeing to remove the temporary building from the land within 24 months from the date of issue of the building permit therefore and providing that if the owner fails to do so, the City may do so at the owner's expense.

18.4 An owner may make application to a building official to extend the duration of the permit for a further two years only, with the approval of the additional time being subject to the approval by Council.

18.5 Despite Subsection 18.2, a temporary building or structure may be erected for construction purposes on a lot being developed may only be erected for a period not to exceed the duration of such construction or one year, whichever is the lesser, provided, however, that such permit may be renewed upon written application to a Building Official for a further period not to exceed six months.

18.6 Temporary buildings must meet the requirements of the Building Code, provided however that foundations meeting the following will be considered equivalent to the Building Code:

BYLAW NUMBER 4900

- 18.6.1 CSA Z240. 10. 1-94 standard for the site preparation, foundation, and anchorage of mobile homes for modular buildings meeting the requirements of CSA Z240 mobile home or CSA A277 standards
  
- 18.6.2 Manufacturers installation, design, or certification by a Registered Professional.

BYLAW NUMBER 4900

**SECTION 19 - SWIMMING POOLS:**

- 19.1 A building permit is required for a swimming pool prior to its installation or construction, where the pool depth exceeds 450 mm. Every application for a building permit for a pool shall be accompanied with a plan showing the location, depth and dimensions of the proposed pool and all water supply piping, waste piping and appurtenances, structural detail and the location of all buildings on the site.
- 19.2 Every swimming pool, hot tub, spa, fish pond, wading or lap pool, having a pool depth of greater than 450 mm at any point, shall be surrounded by a fence, building or other structure, no less than 1.2 metres (4 feet) in height above grade. The fence shall be constructed either on the property line or surrounding the pool, spa or pond in such a manner as to render the pool, spa or pond secure from unauthorized entry. The fence shall have no openings greater than 100 mm between grade and the top of the fence and shall be built so that no attachment between 100 mm and 900 mm will facilitate climbing. All access to a pool, spa or pond shall be operated by a self-closing mechanism and latch mounted on the pool side of each access through the fence, building or other structure, a minimum of 1 metre above grade.
- 19.3 A spa or hot tub may be covered with a locking cover which is designed to prevent unauthorized access to the water in-lieu of a fence.
- 19.4 It is the responsibility of each owner or occupier of property on or in which a pool is located, to maintain every fence required under Section 19.2 in good order. All sagging gates, loose parts, torn mesh, missing materials, worn latches, locks or broken or binding members shall be promptly replaced or repaired.
- 19.5 Setbacks shall be in accordance with the Zoning Bylaw of the City as amended from time to time.

**SECTION 20 - HERITAGE BUILDINGS:**

20.1 Withholding of Approvals

20.1.1 The Building Official may withhold the issuance of any building permit where they are of the opinion that the permit would authorize alteration to:

20.1.1.1 property that is included in the City's Community Heritage Register established by Council;

20.1.1.2 A protected heritage property;

20.1.1.3 property subject to temporary heritage protection under Part 27 of the *Local Government Act*.

20.1.2 A Building Official may withhold the issuance of any demolition permit:

20.1.2.1 in respect to property on the City's Community Heritage Register, until a building permit and any other necessary approvals have been issued with respect to the alteration or redevelopment of the site;

20.1.2.2 in respect of protected heritage property, until a heritage alteration permit and any other necessary approvals have been issued with respect to the alteration or redevelopment of the site.

BYLAW NUMBER 4900

**SECTION 21 – PLUMBING, DRAINAGE, SANITATION:**

21.1 Water Meters:

Every owner and occupier shall install water meters in all new residential construction to the standards of the Greater Vernon Water Utility. New residential construction shall mean and include dwelling units being built for the first time requiring a domestic water service connection; and shall include those dwelling units being altered or added to in such a way that requires a replacement or realignment of a domestic water service connection.

21.2 Fixtures and Fittings:

21.2.1 All water closets (toilets) installed in residences (Group C buildings) within the City shall be approved by the latest Canadian Standards Association (CSA) standards and shall use no more than six litres of water (1.3 Imperial Gallons) per flush, without the aid of any add-on or retrofit device, and shall be marked as “low consumption” water closets.

21.2.2 All urinals installed in residences (Group C buildings), Business and Personal Services Buildings (Group D), and Mercantile Buildings (Group E) within the City shall be approved by the latest Canadian Standards Association (CSA) standards and shall use no more than 3.8 litres of water (0.85 Imperial Gallons) per flush, and shall be marked as “low consumption” urinals.

21.3 Garbage and Recycling Containers:

Provision shall be made for the storage of garbage and recycling containers for all properties where a new building is being constructed or where an addition to an existing building is taking place which increases the building site coverage.

## BYLAW NUMBER 4900

**SECTION 22 - RETAINING STRUCTURES:**

- 22.1 A registered professional must undertake the design and conduct field reviews of the construction and repair of a retaining wall or stacked rock wall retaining in aggregate greater than 1.2 metres in height or a retaining structure used to support or protect a building or structure. Sealed copies of the design plans and accompanying Letters of Assurance as referred to in Section 2.6 of the Building Code shall be prepared by the Registered Professional and delivered to a Building Official by the owner prior to issuance of a permit for the work. All site reports and final completion records (Schedule C-B forming part of the Building Code) shall be submitted by the Registered Professional not later than 21 days after completion of the wall.
- 22.2 If in the opinion of the Building Official, it is warranted due to site conditions, a registered professional must undertake the design and conduct field reviews of the construction and repair of a retaining structure or stacked rock wall less than 1.2 metres in height. Sealed copies of the design plans and accompanying Letters of Assurance as referred to in Section 2.6 of the Building Code shall be prepared by the Registered Professional and delivered to a Building Official by the owner prior to issuance of a permit for the work. All site reports and final completion records (Schedule C-B forming part of the Building Code) shall be submitted by the Registered Professional not later than 21 days after completion of the wall.
- 22.3 No person may construct, or structurally repair, a retaining wall or stacked rock wall without a valid and subsisting building permit.
- 22.4 Except as certified by a professional engineer with expertise in geotechnical engineering registered in British Columbia, it is prohibited to create a slope on a parcel by excavation or the placement of fill material that is steeper than 1 unit vertically to 1.5 units horizontally, unless restrained by a retaining wall.

BYLAW NUMBER 4900

- 22.5 The construction of a retaining wall or stacked rock wall must be consistent with other municipal regulations and consider Community Plan policies.



**SECTION 23 - PENALTIES AND ENFORCEMENT:**

- 23.1 Every person who violates any provision of this Bylaw commits an offence punishable on summary conviction and shall be liable to a fine of not more than \$2,000 or to imprisonment for not more than six months, or both. Each day's continuation of an offence constitutes a separate and distinct violation of this Bylaw.
- 23.2 A Building Official may order the cessation of any work that is proceeding in contravention of the Building Code or this Bylaw by posting a Stop Work Order on the property or building wherein such work is being undertaken.
- 23.3 Every owner of real property on which a Stop Work Order has been posted, and every other person, shall cease all construction work immediately and shall not do any work until all provisions of the Building Code and this Bylaw have been fully complied with and the Stop Work Order has been rescinded in writing by a Building Official.
- 23.4 It shall be a violation of this Bylaw for any person other than a Building Official to remove or cover a posted Stop Work Order or any other notice.
- 23.5 The owner of property on which a Do Not Occupy notice has been posted, and every other person, shall cease occupancy of the building or structure immediately and shall refrain from further occupancy until all applicable provisions of the Building Code and this Bylaw have been complied with and the Do Not Occupy notice has been rescinded in writing by a Building Official.
- 23.6** Every person who commences work requiring a permit without first obtaining such a permit shall, if a Stop Work Order is issued, pay an additional charge equal to 25% of the permit fee, or a maximum of \$10,000.00, prior to obtaining the required permit.

**SECTION 24 – SEVERABILITY:**

24.1 If any Section or lesser portion of this Bylaw is held invalid by a court, the invalid portion shall be severed from this Bylaw and the remainder of the Bylaw shall remain in full force and effect.

**SECTION 25 – SCHEDULES:**

25.1 Schedules “1” through “3” attached to this Bylaw form a part of this Bylaw.

BYLAW NUMBER 4900

**SECTION 26 – TRANSITIONAL:**

26.1 Subject to Subsection 26.2, The City of Vernon Building/Plumbing Bylaw No. 3283, as amended, is hereby repealed and replaced by this Bylaw.

26.2 All construction authorized by building permits issued under The City of Vernon Building Bylaw No.3283, as amended, shall continue to be regulated pursuant to the provisions of that Bylaw until the earlier of:

26.2.1 a final inspection of the work authorized by the permit indicates the work is complete; or

26.2.2 expiration of the building permit, following which any further construction shall be regulated by this Bylaw.

READ A FIRST time the 24<sup>th</sup> day of November, 2003.

READ A SECOND time the 24<sup>th</sup> day of November, 2003.

READ A THIRD time the 24<sup>th</sup> day of November, 2003.

AND FINALLY ADOPTED the 8<sup>th</sup> day of December, 2003.

---

Mayor

---

City Clerk

**SCHEDULES:**

- 1 Permit Fees
2. Owner's Undertaking
3. Appointment of an Agent
4. Fire Limits and Interface Area

BYLAW NUMBER 4900

**SCHEDULE "1"**  
**attached to and forming part of**  
**Bylaw 4900**

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, with the intention that it be binding on the owner and that the Corporation of the City of Vernon will rely on same.

I confirm that I have applied for a building permit pursuant to the City of Vernon Building/Plumbing Bylaw No. 4900, and that I have carefully reviewed and fully understand all of the provisions of the Bylaw and in particular, understand, acknowledge and accept the provisions describing the purpose of the Bylaw, the conditions under which permits are issued, the disclaimer of warranty or representation and the limited extent of the scope of the Bylaw and inspections thereunder.

Without in any way limiting the foregoing, I acknowledge fully that it is my responsibility, whether or not any work to be performed pursuant to the permit applied for is done by me, a contractor or a registered professional, to ensure compliance with the Building Code and the Bylaw.

I am not in any way relying on the City or the Building Officials of the City, as defined under the Bylaw, to protect the owner or any other persons as set out in Section 1.2 of the Bylaw and I will not make any claim alleging any such responsibility or liability on the part of the City or its Building Officials.

Owner's Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

BYLAW NUMBER 4900

**SCHEDULE "2"**  
**attached to and forming part of**  
**Bylaw 4900**

OWNER'S APPOINTMENT OF AN AGENT

The City of Vernon Building/Plumbing Bylaw No. 4900

The Corporation of the City  
3400 30<sup>th</sup> Street  
Vernon, BC  
V1T 5E6

Attention: \_\_\_\_\_

Fax: 250-

Re: Property Address: \_\_\_\_\_  
\_\_\_\_\_

Legal Description: \_\_\_\_\_

I am the owner of the above referenced property and hereby authorize:

Agent: \_\_\_\_\_ (Print Name)

To represent me in an application for (please check where applicable):

- Building Permit (Application # \_\_\_\_\_)
- Demolition Permit (Application # \_\_\_\_\_)
- Land Use Application (Application # \_\_\_\_\_)
- Subtrade Permit

To view or receive copies of:

- Correspondence and/or Permits
- Permit Plans

To receive a building permit:

- As the owner of the subject property prior to transfer of title

Owner's Information:

Name: \_\_\_\_\_ (Print Name)

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

# City of Vernon

## Fire Limits and Interface Area

### Schedule "3"

Attached to and forming part of Building and Plumbing Bylaw #4900

