

BUILDING REGULATION ACT

NEW AIYANSH VILLAGE GOVERNMENT
BUILDING REGULATION ACT

New Aiyansh Village Government enacted this law on JANUARY 4, 2001

Mr. Brian Tait, Chief Councillor of the New Aiyansh Village Government, signed this law on

January 10, 2000
DATE

Brian Tait
CHIEF COUNCILLOR

NISGA'A NATION - REGISTRY OF NISGA'A LAWS	
Certified a true copy	
of <u>above named Village Act</u>	
enacted <u>4/01/01</u>	
<u>[Signature]</u>	
Law Clerk, Wilp Si'ayuukhi Nisga'a	
<u>3/01/01</u>	
date	

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Interpretation

1 In this Act:

“agent” means a person authorized to represent an owner and includes a trades person or contractor who is issued a building permit on behalf of an owner;

“architect” means an architect who is entitled to practice architecture under the B.C. *Architects Act*;

“building” means any structure used or intended for supporting or sheltering persons animals or property;

“Building Code” means the British Columbia Building Code by regulation under the B.C. *Municipal Act*;

“building inspector” means a person appointed under section 11;

“building permit” means a permit issued under section 22;

“building permit application” means an application made under section 21;

“construction” includes any erection, repair, alteration, enlargement, addition, demolition or removal of all or any part of a building, or excavation for a building;

“Fire Code” means the British Columbia Fire Code by regulation under the B.C. *Municipal Act*;

“inspection notice” means a notice issued by a building inspector under section 13;

“inspection report” means a report completed by a building inspector under section 14;

“Nisga’a Village” means the village of New Aiyansh;

“Nisga’a Village Government” means the government of the Nisga’a Village of New Aiyansh;

“Nisga’a Village Lands” means Nisga’a Lands that are designated as Nisga’a Village Lands of the Nisga’a Village by Nisga’a Lisims Government;

“occupancy permit” means a permit issued by a building inspector under section 29;

“owner” means a person lawfully in possession or control of land or buildings;

“required fee” means, for a particular matter, the fee set out in Schedule F for that matter;

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“stop work notice” means a notice issued by a building inspector under section 18;

“unsafe condition” means a condition that may result in or cause loss of life, sickness or disease of a person authorized or expected to be in or about a building;

“work” means any activity performed in furtherance of construction.

Application

2 This Act applies to the following circumstances carried out within Nisga'a Village Lands:

- (a) the design, construction and occupancy of a new building;
- (b) an addition to an existing building;
- (c) the reconstruction of a building that has been damaged or destroyed;
- (d) alterations to an existing building;
- (e) replacements of and alterations to a building when materials or equipment regulated by this Act are replaced or altered;
- (f) correction of an unsafe condition in or about a building;
- (g) demolition or removal of all or any part of a building; and
- (h) correction of an unsafe condition during and after relocation of a building.

Application of Codes

3 The Building Code and Fire Code apply to all work and construction carried out on Nisga'a Village Lands.

Exemptions

4 This Act does not apply to

- (a) routine repair or maintenance of non-structural features of a building or structure,
or
- (b) a building that occupies less than 10 square metres in total area.

Part 1 - Duties and Responsibilities of Owners**Notice to building inspector**

- 5 (1) An owner must give a building inspector 48 hours written notice before
- (a) work commences at a construction site, or
 - (b) all or any part of a building is to be occupied.
- (2) An owner must give written notice to a building inspector immediately upon reaching each of the stages of construction listed in subsection (4).
- (3) An owner may not commence the next stage of construction listed in subsection (4) until
- (a) the owner has paid the prescribed fee, and
 - (b) a building inspector has conducted an inspection of the construction and has approved continued construction.
- (4) The stages of construction are the following:
- (a) when excavation and footing forms are complete, including any required reinforcement, but before any concrete is poured;
 - (b) when foundation concrete, damp-proofing, water-proofing and perimeter drains are complete, but before any backfill is placed;
 - (c) when all structural components are in place, including windows, concrete, structural iron, stairs, ductwork, rough plumbing, wiring and gas venting, but before they are covered;
 - (d) when insulation and vapour barrier have been installed but before any interior finishes are applied;
 - (e) when drywall and/or vapour barrier is completed but before taping, filling and plaster is applied;
 - (f) when any water or sewer service pipes are laid and bedded and before a building drain, sanitary or storm sewer is covered; and
 - (g) when all work is complete but before occupancy.

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Inspection

- 6 On the oral request of a building inspector or on receipt of an inspection notice, an owner, or an agent of any owner, must
- (a) allow a building inspector access to the owner's building for which a building permit is required, and
 - (b) permit and assist the inspector to carry out a full inspection of all construction completed or under way at the building.

Maintenance of documents

- 7 During construction, an owner must keep at the owner's building for which a building permit was issued
- (a) a copy of the building permit, and
 - (b) a copy of all drawings and specifications approved by the building inspector.

Compliance with Act

- 8 (1) On the written request of a building inspector, an owner must
- (a) provide, in writing, to the building inspector
 - (i) the name, address, and telephone number of any professional engineer or architect who the owner has retained to inspect the work, and
 - (ii) a letter of commitment from the professional engineer or architect setting forth the extent and limits of the professional engineer's or architect's inspection function,
 - (b) uncover and replace, at the owner's own expense, any work that has been covered contrary to an order issued by a building inspector, and
 - (c) provide, in a form satisfactory to a building inspector, all evidence necessary to establish compliance with this Act.
- (2) An owner must
- (a) carry out, at the owner's expense, all tests or inspections necessary to comply with this Act, and

- (b) provide copies of the test results and inspection reports to a building inspector.
- (3) An owner must ensure that all construction will be confined within the boundaries of the property shown on the site plan submitted with the building permit application to be the property on which the construction is to be carried out.

Unsafe condition

- 9 If all or part of a building is in an unsafe condition, an owner must immediately do all things necessary to put the building in a safe condition.

Liability of owner

- 10
- (1) An owner is responsible for any damage to any lands or building not belonging to the owner resulting from construction being undertaken by or at the request of the owner.
 - (2) An owner is responsible for carrying out work or having work carried out in accordance with the requirements of this Act, the Building Code and the Fire Code.
 - (3) An owner's responsibility under subsections 5(1) and (2) is not relieved if a building inspector
 - (a) grants a building permit,
 - (b) accepts plans and specifications,
 - (c) inspects a construction site, or
 - (d) does not inspect a construction site.

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Part 2 - Building Inspector**Building inspector**

- 11 (1) The Nisga'a Village Government will appoint a building inspector.
- (2) The Nisga'a Village Government must provide each building inspector with a document certifying the building inspector's designation.
- (3) When administering and enforcing this Act, a building inspector must
- (a) carry the certificate of designation, and
 - (b) produce the certificate of designation for inspection on the request of an owner.

Copies of records

- 12 For each particular construction project, all
- (a) building permits, orders and notices issued,
 - (b) inspections, reports and tests made, and
 - (c) papers and documents connected with the administration of this Act,

must be retained for a period of at least 2 years from the date the permits, orders and notices were issued, inspections, reports and tests were made, or papers and documents were created, as the case may be.

Power to inspect

- 13 (1) A building inspector may
- (a) with the consent of an owner, or
 - (b) 24 hours after giving an inspection notice to an owner,
- inspect a building to which, in the reasonable opinion of the building inspector, this Act applies, to ensure that this Act is being complied with.
- (2) An inspection notice must be in the form set out in Schedule C.

Inspection report

- 14 (1) On completing an inspection under this Act, a building inspector must complete an inspection report that
- (a) may include a recommendation regarding the construction, and
 - (b) approves or disapproves the construction specified on the inspection notice.
- (2) An inspection report must be in the form set out in Schedule D.

Limitations on building inspectors

- 15 A building inspector must answer such questions as may be reasonably relevant to the administration of this Act, but is not authorized to assist in the laying out of any construction or to act in the capacity of a design consultant.

Power to issue orders

- 16 (1) A building inspector may order
- (a) a person who contravenes this Act to comply with the Act in a specified time period,
 - (b) the removal of any unauthorized encroachment on any land other than the land shown on the plans submitted with the building permit application as the property on which the construction is to be carried out,
 - (c) the removal of all or any part of a building constructed in contravention of this Act,
 - (d) the termination of any occupancy of a building in contravention of this Act,
 - (e) the termination of any occupancy of a building if the building inspector considers an unsafe condition to exist because of construction undertaken or not completed, and
 - (f) an owner of a building where an unsafe condition exists to take any necessary actions to eliminate the unsafe condition.
- (2) An order issued by a building inspector under subsection (1) must be in writing, signed by the building inspector and given to the owner of the building to which the order relates.

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Power to require evidence of compliance

- 17 A building inspector may require that evidence or proof, satisfactory to the building inspector, be submitted by and at the expense of an owner to determine whether
- (a) a material,
 - (b) a device,
 - (c) a construction method,
 - (d) an assembly,
 - (e) a foundation condition, or
 - (f) construction or work,

meets the requirements of this Act.

Stop work notice

- 18 (1) A building inspector may issue a stop work notice if, in the opinion of the building inspector
- (a) work is proceeding on a construction site in contravention of the Building Code, the Fire Code or of this Act, or
 - (b) there is an unsafe condition at a construction site.
- (2) The building inspector must post the stop work notice issued under subsection (1) in a conspicuous place on or in the vicinity of the construction site.
- (3) If a building inspector posts a stop work notice on or in the vicinity of a construction site, the notice immediately and without further notice to any person suspends a building permit and constitutes an order to the owner and the owner's agents to cease work immediately in respect of the construction indicated in the notice.
- (4) A stop work notice must be in the form set out in Schedule G.
- (5) A building inspector may remove a stop work notice issued under subsection (1) if, in the opinion of the building inspector

- (a) there is no longer a contravention of the Building Code, the Fire Code or of this Act, or
- (b) there is no longer an unsafe condition at the construction site.

Unsafe condition

- 19 (1) A building inspector may take all appropriate actions to eliminate an unsafe condition if
- (a) the owner of the location where the unsafe condition exists has not complied with an order to correct the unsafe condition issued by a building inspector under section 16, or
 - (b) the building inspector is of the opinion that immediate measures must be taken to eliminate the unsafe condition.
- (2) The costs of eliminating an unsafe condition under subsection (1) are the responsibility of the owner of the location where the unsafe conditions exist and are recoverable by the Nisga'a Village Government as a debt due from the owner to the Nisga'a Village Government.
- (3) No action taken by a building inspector under subsection (1) will be construed as an acknowledgment or admission of any liability or responsibility in any way by the building inspector or the Nisga'a Village.

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Part 3 - Applications and Permits**Building permit**

- 20** (1) A building permit is required before an owner of land may
- (a) construct a new building, or alter, reconstruct, demolish, remove, or relocate an existing building on that land, or
 - (b) excavate or fill any building site.
- (2) Before issuing a building permit, or during the course of construction, a building inspector may impose any conditions the building inspector considers necessary to protect adjacent property.

Building permit applications

- 21** (1) To apply for a building permit an owner of a building or an agent of the owner for which a building permit is required must submit a building permit application to a building inspector.
- (2) A building permit application must be
- (a) in the form set out in Schedule B,
 - (b) signed by the applicant, and
 - (c) accompanied by the required fee.
- (3) Except as otherwise expressly permitted by a building inspector, every building permit application must include
- (a) a description in detail of the construction and occupancy to be covered by the building permit,
 - (b) a description of the land on which the construction is to be carried out, in a form that will readily and accurately locates and identifies the land on which the building is, or is to be, located,
 - (c) a statement of the value of the proposed construction,
 - (d) the names, addresses and telephone numbers of the owner, architect, professional engineer and designer and contractors to be involved in the design, planning or execution of the proposed construction,

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- (e) two sets of drawings, to a scale acceptable to the building inspector, that show
 - (i) the horizontal dimensions and height of the building or proposed building,
 - (ii) the proposed use of each room or floor area,
 - (iii) the dimensions of the land on which the structure is or is to be situated,
 - (iv) the location of the building in relation to
 - (a) the boundary lines of the land, and
 - (b) any existing structures on the land,
 - (v) the location and size of every drain and every trap that is on a drain, and
 - (vi) in section, the size and location of every soil and waste pipe, trap and vent pipe, and
- (f) a plan of survey prepared by a person entitled to practice as a land surveyor under the B.C. *Land Surveyors Act* containing sufficient information to identify accurately
 - (i) the location of the construction, or the proposed construction, in relation to the boundaries of the land designated in the building permit application, and
 - (ii) all easements and rights of way in respect of the property whether registered or not.
- (4) All drawings, plans and specifications required in subsection (3) must
 - (a) be drawn to scale,
 - (b) be clear and durable, and
 - (c) indicate the nature and extent of the construction and proposed occupancy in sufficient detail to permit the building inspector to determine whether or not, when completed, the construction and proposed occupancy will conform with this Act.
- (5) Sufficient information must be filed with each building permit application to enable a building inspector to determine whether

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- (a) the proposed construction will comply with this Act, and
 - (b) the proposed construction will affect adjacent property.
- (6) A building inspector may require any building plans and specifications submitted to bear the seal and signature of an architect or professional engineer before it is accepted, if in the opinion of the building inspector
- (a) the site condition, types, contours or drainage require special foundation design,
 - (b) the proposed building involves other than standard construction, or
 - (c) the proposed building requires professional design.

Issuance of building permit

- 22 (1) A building inspector must issue a building permit when, in the opinion of the building inspector, this Act and any other applicable laws have been complied with.
- (2) A building permit issued under this Act must be
- (a) in the form set out in Schedule A, and
 - (b) signed by the building inspector.

Refusal to issue permit

- 23 (1) A building inspector may refuse to issue a building permit if
- (a) the information submitted is inadequate to ensure compliance with this Act,
 - (b) incorrect information has been submitted,
 - (c) the proposed construction is prohibited by another law, or
 - (d) work has been carried out at the proposed construction site without a building permit.
- (2) At the request of a person applying for a building permit, a building inspector must provide, within a reasonable time, written reasons for refusing to grant a building permit.

Duration of building permit

- 24 A building permit issued for construction expires
- (a) 180 days after the permit was issued, if no construction has been commenced, or
 - (b) 2 years after the permit was issued, if the pre-occupancy inspection stage of the construction has not been reached.

Renewal of building permit

- 25 If a building inspector is satisfied that construction is progressing at a reasonable rate, a building inspector may, upon receipt of the required fee, renew an expired building permit for a further one year period.

Revocation of building permit

- 26 (1) A building inspector may revoke a building permit
- (a) if a condition under which the permit was issued has been contravened,
 - (b) if the building permit was issued in error,
 - (c) if the building permit was issued on the basis of incorrect information, or
 - (d) if any provision of this Act has been contravened.
- (2) A revocation under subsection (1) must be in writing, signed by the building inspector and given to the building permit holder.
- (3) Before a building inspector revokes a building permit under subsection (1) the building inspector must give the owner of the building for which the building permit was issued
- (a) a written notice stating the reason for the revocation, and
 - (b) if applicable, a reasonable opportunity to remedy the contravention that has caused the proposed revocation.

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Permit fee for work undertaken before building permit issued

27 If

- (a) construction that requires a building permit is commenced or undertaken before a building permit is issued for that construction, and
- (b) a building permit is subsequently issued in respect of that construction,

the required fee is doubled for that permit.

Partial refund of permit fee

28 If a building permit expires under section 24(a), the building inspector, on written application of the owner, may refund one-half of the building permit fees paid in respect of that building permit.

Occupancy Permit

- 29
- (1) An occupancy permit is required before occupancy of all or a part of a building in which construction, reconstruction, partial demolition or alteration of the building has been carried out.
 - (2) A building inspector must issue an occupancy permit if, after inspection, the building inspector is satisfied that
 - (a) all or the part of the building inspected complies with this Act and any other applicable laws, and
 - (b) no unsafe condition exists.
 - (3) Before issuing an occupancy permit, a building inspector may require the owner to certify, in a form acceptable to a building inspector, that this Act and any other applicable laws have been complied with.
 - (4) A building inspector must not issue an occupancy permit until
 - (a) the building inspector is satisfied that utility services for the property are complete,
 - (b) if sanitary sewer is not available, the building inspector is provided with written evidence that the sanitary disposal system meets all requirements of the B.C. *Health Act*, and

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- (c) if water service is not available, a source of potable water for the property is established to the satisfaction of the building inspector.
- (5) An occupancy permit must be in the form set out in Schedule E.
- (6) On the request of an occupancy permit applicant, a building inspector must provide written reasons for refusing an occupancy permit.

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Part 4 - Other Requirements**Relocation of buildings**

- 30** (1) Before an owner may relocate a building
- (a) from any location within Nisga'a Village Lands to any other location within Nisga'a Village Lands, or
 - (b) onto Nisga'a Village Lands,
- the owner must obtain written approval from a building inspector.
- (2) To obtain a building inspector's approval under subsection (1), the owner must, by written application to the building inspector
- (a) clearly identify the existing site and the proposed site of the building,
 - (b) provide details of the time, manner and route of the proposed relocation,
 - (c) if required, provide evidence that the relocation has been approved by the B.C. Ministry of Highways,
 - (d) provide evidence that
 - (i) all utility services to the building at the existing site of the building have been disconnected, and
 - (ii) those service disconnections have been approved by the parties that were providing the services,
 - (e) provide evidence that the building conforms or will be made to comply with this Act, and
 - (f) provide any other information reasonably required by the inspector.
- (3) The building inspector must not approve the relocation of a building unless the inspector is satisfied that the requirements of subsection (2) have been met.

Demolition of buildings

- 31** (1) Before an owner of a building may demolish the building, the owner must obtain written approval from a building inspector.

- (2) To obtain a building inspector's approval under subsection (1), an owner must, by written application to the inspector, provide
 - (a) evidence satisfactory to the building inspector that
 - (i) no unsafe condition will be created or permitted during or after demolition,
 - (ii) all utility services to the building have been disconnected, and
 - (iii) these service disconnections have been approved by the parties that were providing the services,
 - (b) any other information reasonably required by the building inspector.
- (3) When approving the demolition of a building, a building inspector may impose conditions that the building inspector determines are reasonably necessary to protect the health and safety of the public, including a condition that security first be provided in an amount and form satisfactory to the building inspector.
- (4) When a demolition is complete, the demolition site must be left in a safe condition, free from debris and dust and waste material.
- (5) If a demolition site is not left in a safe condition, free from debris and dust and waste material, the security provided under subsection (3) may be applied to the cost of putting the site in that condition and the balance of the security, if any, must be refunded to the owner.

Site drainage and grading

- 32 A construction site must be graded so that
- (a) all buildings on the site are effectively protected from surface water, and
 - (b) surface water drainage from the site does not constitute a nuisance to adjacent properties.

Maintenance of construction sites

- 33 A construction site must be
- (a) maintained free of loose or blowing debris and waste, and
 - (b) fenced so as to not be a danger to the population of the Nisga'a Village.

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Site identification

- 34** For the purpose of identification, and as a condition of occupancy, every building for which a building permit has been issued under this Act must display a street address using clear and legible numbers.

Part 5 - General**Notice**

- 35** An order or notice of revocation required to be given, under this Act, to an owner of a building or building permit holder may be
- (a) sent by ordinary mail to the owner of the building or building permit holder, or
 - (b) personally delivered to the owner of the building or building permit holder,
- and will be deemed to have been given to the owner of the building or building permit holder
- (c) if mailed, on the fifth day following the date it is mailed to the postal address of the owner of the building or building permit holder, or
 - (d) if delivered, immediately upon being delivered to or being left at the residence of the owner of the building or the business address of the building permit holder.

Right of Review

- 36** A person
- (a) whose application for a building permit has been refused under section 23,
 - (b) whose building permit has been revoked or suspended under section 26,
 - (c) who has received an order under section 16,
 - (d) who has received a stop work notice under section 18, or
 - (e) whose application for an occupancy permit has been refused under section 29,
- may request a review of that decision under the *Nisga'a Administrative Decisions Review Act*.

Prohibitions

- 37** (1) No person may work or permit work to proceed on a construction project for which a building permit is required.
- (2) Unless they have first obtained approval from a building inspector, no person may
- (a) deviate from the plans and specifications forming part of a building permit, or

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- (b) omit or fail to complete work required by those plans and specifications,
 - (c) construct a new building, or alter, reconstruct, demolish, remove, or relocate an existing building,
 - (d) excavate, or fill any building site.
- (3) Until an occupancy permit has been issued, no person may occupy or permit the occupancy of all or any part of any newly constructed, altered or reconstructed building.
- (4) No person may
- (a) cause, or permit an unsafe condition to exist in a building during construction,
 - (b) submit false or misleading information to a building inspector,
 - (c) fail or refuse to comply with any order or notice issued by a building inspector under this Act,
 - (d) remove, deface, obstruct or otherwise interfere with a stop work notice located on, or in the vicinity of a building, or construction,
 - (e) interfere with or obstruct a building inspector from performing their duties or exercising their powers under this Act.

Penalties

- 38 A person who contravenes section 37 commits an offence punishable under the *Nisga'a Offence Act*.

Commencement

- 39 This Act comes into force on January 4, 2001.

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SCHEDULE A

VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT

BUILDING PERMIT

NO. _____

ISSUED _____, 20__

IF RENEWED, DATE OF RENEWAL _____, 20__

LOCATION OF WORK _____

LEGAL DESCRIPTION: _____

OWNER _____ ADDRESS _____ TEL. NO. _____

CONTRACTOR _____ ADDRESS _____ TEL. NO. _____

DESIGNER _____ ADDRESS _____ TEL. NO. _____

Subject to the *Village of New Aiyansh Building Regulation Act*, this Building Permit authorizes the Owner to carry out, or have carried out on his behalf, the construction specified in Building Permit Application No. _____ in accordance with the plans and specifications submitted with it. This Building Permit expires as, and may be revoked for reasons, set out in the *Village of New Aiyansh Building Regulation Act*.

CALL FOR INSPECTIONS AS INDICATED IN SECTION 5(4) OF THE VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT

EXCAVATION FORMS

FOUNDATION

STRUCTURAL COMPONENTS

INSULATION

DRYWALL

WATER AND SEWER PIPES

PRE-OCCUPANCY

SIGNED _____

BUILDING INSPECTOR

THIS PERMIT IS NOT VALID UNLESS SIGNED BY A BUILDING INSPECTOR.

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SCHEDULE B

VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT

BUILDING PERMIT APPLICATION

DATE _____, 20 _____ APPLICATION NO. _____

I, _____, AM THE OWNER _____, OR AUTHORIZED AGENT FOR THE OWNER OF THE FOLLOWING PROPERTY:

LEGAL DESCRIPTION _____

I AM APPLYING FOR A BUILDING PERMIT TO: CONSTRUCT _____
 ADD TO _____ ALTER _____ RECONSTRUCT _____ DEMOLISH _____
 RELOCATE _____ THE BUILDING AS DESCRIBED BY THE DRAWINGS AND SPECIFICATIONS THAT ARE SUBMITTED WITH AND FORM PART OF THIS APPLICATION. ALL EASEMENTS AND/OR RIGHT OF WAYS APPLICABLE TO THE LANDS ARE SHOWN ON THE DRAWINGS.

OWNER _____
 ADDRESS _____ TEL. NO. _____

PROFESSIONAL DESIGN CONSULTANT _____
 ADDRESS _____ TEL. NO. _____

GENERAL CONTRACTOR _____
 ADDRESS _____ TEL. NO. _____
 BUSINESS LICENCE NO. _____

TYPE OF BUILDING AND INTENDED USE AND OCCUPANCY _____

BUILDING DESCRIPTION: _____

BUILDING AREA _____ STOREYS _____ LOT AREA _____
 METHOD OF HEATING _____ ROOFING _____
 TOTAL VALUE OF ALL CONSTRUCTION INCLUDING SUBTRADES \$ _____
 PERMIT FEE \$ _____

ADDITIONAL DETAILS OF PROPOSED CONSTRUCTION: _____

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I CERTIFY THAT THE INFORMATION PROVIDED IN AND SUBMITTED WITH THIS APPLICATION IS CORRECT.

I AGREE TO CONFORM TO THE *VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT* AND TO ALL APPLICABLE LAWS IN FORCE ON NEW AIYANSH VILLAGE LANDS, AND TO INDEMNIFY AND SAVE HARMLESS THE VILLAGE OF NEW AIYANSH AND THE NEW AIYANSH VILLAGE GOVERNMENT FROM ANY ACTION, COST, INCLUDING LEGAL FEES AND COSTS, INJURY, OR LOSS OF ANY NATURE WHATSOEVER ARISING OUT OF, IN CONSEQUENCE OF, AND INCIDENTAL TO, THE ISSUANCE OF A BUILDING PERMIT, IF ISSUED.

I HAVE READ, UNDERSTAND AND AGREE TO COMPLY WITH ALL THE REQUIREMENTS OF THIS APPLICATION AND THE ACT.

APPLICANT'S SIGNATURE _____ PRINT NAME _____
REPRESENTING OWNER DESIGNER CONTRACTOR

THIS APPLICATION IS NOT TO BE CONSIDERED A PERMIT AND DOES NOT AUTHORIZE CONSTRUCTION.

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SCHEDULE C

VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT

INSPECTION NOTICE

INSPECTION NOTICE

REGARDING BUILDING, OR

BUILDING SITUATED AT:

DATED _____

SIGNED _____
BUILDING INSPECTOR

SCHEDULE D

VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT

INSPECTION REPORT

DATE OF INSPECTION

ADDRESS OF BUILDING

BUILDING PERMIT NUMBER

INSPECTION:	Approved	Disapproved
EXCAVATION FORMS		
FOUNDATION		
STRUCTURAL COMPONENTS		
INSULATION		
DRYWALL		
WATER AND SEWER PIPES		
FINAL		

COMMENTS:

INSPECTOR:

ADDRESS AND
TELEPHONE NUMBER
OF INSPECTOR

BUILDING REGULATION ACT

SCHEDULE E

VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT

OCCUPANCY PERMIT

ADDRESS OF BUILDING _____

THIS BUILDING, UNDER WHICH CONSTRUCTION WAS CARRIED OUT UNDER BUILDING
PERMIT NO. _____, MAY NOW BE OCCUPIED

BUILDING INSPECTOR

DATE _____

BUILDING REGULATION ACT

SCHEDULE F

VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT

PRESCRIBED FEES

ITEM	AMOUNT
Building Permit	\$□ (per \$□ of construction)
Building Permit Renewal	\$□
Inspection:	
Excavation Forms	\$□
Foundation	\$□
Structural Components	\$□
Insulation	\$□
Drywall	\$□
Water or Sewer Pipes	\$□
Final	\$□
Special Inspection or Reinspection to Ensure Compliance with this Act	\$□
Occupancy Permit	\$□
Relocation of Building	\$□
Demolition of Building	\$□

BUILDING REGULATION ACT

SCHEDULE G

VILLAGE OF NEW AIYANSH BUILDING REGULATION ACT

STOP WORK NOTICE

EFFECTIVE IMMEDIATELY NO PERSON MAY PERFORM ANY
WORK ON THIS CONSTRUCTION SITE.

BY ORDER UNDER SECTION 18 OF THE NEW AIYANSH VILLAGE
BUILDING REGULATION ACT.

DATED _____

SIGNED _____
BUILDING INSPECTOR

IT IS UNLAWFUL FOR ANY PERSON TO ALTER
OR REMOVE THIS NOTICE

Appendix "A" – Fees

COLUMN 1	COLUMN 2
Description	Fee
Permit to erect, repair, alter, or add to a building or other structure: <ul style="list-style-type: none"> • \$0 to \$1,000 • \$1,001 to \$10,000 • \$10,001 to \$30,000 • \$30,001 to \$50,000 • \$50,001 to \$100,000 • \$100,001 and over 	\$60.00 \$60 plus \$14 for each \$1,000 or part thereof over \$1,000 \$186 plus \$10 for each \$1,000 or part thereof over \$10,000 \$386 plus \$9 for each \$1,000 or part thereof over \$30,000 \$566 plus \$8 for each \$1,000 or part thereof over \$50,000 \$966 plus \$7 for each \$1,000 or part thereof over \$100,000
Minimum fee for a Building Permit for new dwelling	\$900.00
Revision of approved plans	\$60.00
Demolition of a building: <ul style="list-style-type: none"> • Single Family or two-unit dwelling • Other Building 	\$100.00 \$250.00
Permit to move, remove or place a building within or into the Village in Addition to any Permit fees for related Construction	\$300.00
Minimum per flue payable for erection, Addition, Alteration or repair of a chimney	\$75.00
Permit renewal: <ul style="list-style-type: none"> • Less than \$10,000 • 10,001- \$200,00 • More than \$200,00 	\$50.00 \$100.00 \$200.00

Re-inspection Construction which has been rejected on two prior inspections	\$75.00
Occupancy Permit	\$50.00
Title Search	\$60.00
Hourly Review	\$60.00
Permit Extension	\$100.00
Temporary Building	\$250.00
Stop Work Order	\$100.00
Change in Ownership	\$25.00
Construction without a building Permit	\$100.00
Demolition without a building Permit	\$100.00
Unsafe site/unsafe condition	\$100.00
Failure to comply with Permit conditions	\$100.00
Failure to obtain final inspection notice	\$100.00
Failure to clear all debris and fill	\$100.00
Failure to stop work after a registered professional's services are terminated	\$100.00
Violation of Do Not Occupy Notice	\$100.00

Appendix "B" – Letter of Authorization

To whom it may concern:

I am the Owner, as defined in the current "Building Bylaw", of:

Property Address: _____

Legal Description: _____

And hereby authorize:

Representative/Contact: _____

Telephone Number: _____ Cell Number: _____

E-mail: _____

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

- Building Permit Application (If Registered Professional is involved, use Appendix "C", Owner's Undertaking)
- Demolition Permit Application
- Subtrade Permit

To obtain copies of:

- Building Permit Plans (Archive Copies)

Owner's Information:

Name: _____

(PRINT)

Address: _____

Tel. No.: _____ Cell No.: _____ Fax No.: _____

E-mail: _____

Date: _____ Signature: _____

This form may be emailed to info@hazelton.ca, mailed or delivered in person to the Village of Hazelton.

Appendix "C" – Owner's Undertaking

Property Address: _____

Legal Description: _____

Building Permit #: _____

1. 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 Village will rely on same.
2. I confirm that I have applied for a building Permit pursuant to "Village of Hazelton Building Bylaw No. 501, 2019" (the "Bylaw") 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.
3. Without in any way limiting the foregoing, I acknowledge fully that it is my responsibility to ensure compliance with the *Building Code* and the Bylaw whether any work to be performed pursuant to the Permit applied for is done by me, a contractor or a registered professional.
4. I am not in any way relying on the Village or its Building Officials, as defined under the Bylaw, to protect the Owner or any other persons as set out in Part 3 of the Bylaw and I will not make any claim alleging any such responsibility or liability on the part of the Village or its Building Officials.
5. I hereby agree to indemnify and save harmless the Village and its employees from all claims, liability, judgments, costs and expenses of every kind which may result from negligence or from the failure to comply fully with all bylaws, statutes and regulations relating to any work or undertaking in respect of which this application is made.
6. I am authorized to give these representations, warranties, assurance and indemnities to the Village.

Owner's Information:

Name: _____

(PRINT)

Address: _____

Tel. No.: _____ Cell No.: _____ Fax No.: _____

Email: _____

This undertaking is executed by the Owner this _____ day of _____.

1. Where Owner is an individual:

Owner's Signature

Owner's Name

2. Where Owner is a corporation:

Name of Corporation

Per:

Authorized Signatory

Name

3. Where Owner is a partnership:

Name of Partnership

Per:

Authorized Signatory

Signed, sealed and delivered in the presence

of:

Witness's Signature

Witness's Name

Witness's Address

Signed, sealed and delivered in the presence

of:

Witness's Signature

Witness's Name

Witness's Address

Signed, sealed and delivered in the presence

of:

Witness's Signature

Appendix "D" – Confirmation of Professional Liability Insurance

1. This Confirmation letter must be submitted along with each BC *Building Code* Schedule A and Schedule B before issuance of a Building Permit. A separate Confirmation Letter must be submitted for each registered professional.
2. This Confirmation Letter must be submitted with each BC *Building Code* Schedule C after completion of the building but before a final inspection is made by the Building Official. A separate Confirmation Letter must be submitted for each registered professional.
3. Only an original Confirmation Letter, printed by the Village or an unaltered photocopy of this document is to be completed and submitted.

Attention: Manager, Inspections

Property Address: _____

Legal Description: _____

The undersigned hereby gives assurance that:

- a) I have fulfilled my obligation for insurance coverage as outlined in the Village of Hazelton Building Bylaw No. 501, 2019;
- b) I am insured by a policy of insurance covering liability to third parties for errors and omissions in respect to the above Project, in the amount of at least One Million Dollars (\$1,000,000.00);
- c) I have enclosed a copy of my certificate of insurance coverage indicating the particulars of such coverage;
- d) I am a registered professional; and
- e) I will notify the Building Official in writing immediately if the undersigned's insurance coverage is reduced or terminated at any time during Construction.

Name (PRINT)

Date

Signature

Address

Phone

(Affix professional seal here)

(If the registered professional is a member of a firm, complete the following)

I am a member of this firm:

Name of Firm (PRINT)

Address (PRINT)

I sign this letter on behalf of myself and the firm.

Note: This Confirmation letter must be signed by a registered professional. The BC *Building Code* defines a registered professional as a person who is registered or licensed to practice (a) as an architect under the *Architects Act*, or (b) as a professional engineer under the *Engineers and Geoscientists Act*.

Appendix "E" – Confirmation of Required Documentation

Building Permit Number: _____

Note:

1. The Confirmation of Required Documentation and all required documentation must be submitted to the Building Inspector 48 hours prior to the Pre-Occupancy Coordinated Review.
2. The Confirmation of Required Documentation and all required documentation must be submitted in a tabbed ringed binder, with tab sections as per this Appendix.

	Provided N/A	
TAB 1	<input type="checkbox"/> <input type="checkbox"/>	CONFIRMATION OF REQUIRED DOCUMENTATION
TAB 2	<input type="checkbox"/> <input type="checkbox"/>	DIRECTORY OF PRINCIPALS (Role/Firm/Name/Telephone)
	<input type="checkbox"/> <input type="checkbox"/>	Owner
	<input type="checkbox"/> <input type="checkbox"/>	Co-ordinating Registered Professional
	<input type="checkbox"/> <input type="checkbox"/>	Registered Professionals
	<input type="checkbox"/> <input type="checkbox"/>	Warranty Provided
	<input type="checkbox"/> <input type="checkbox"/>	Licensed Builder
	<input type="checkbox"/> <input type="checkbox"/>	Sub-Contractors
TAB 3	<input type="checkbox"/> <input type="checkbox"/>	LETTERS OF ASSURANCE (A, B, C-A, C-B)
	<input type="checkbox"/> <input type="checkbox"/>	Co-ordinating Registered Professional
	<input type="checkbox"/> <input type="checkbox"/>	Architectural
	<input type="checkbox"/> <input type="checkbox"/>	Structural
	<input type="checkbox"/> <input type="checkbox"/>	Mechanical
	<input type="checkbox"/> <input type="checkbox"/>	Plumbing
	<input type="checkbox"/> <input type="checkbox"/>	Electrical
	<input type="checkbox"/> <input type="checkbox"/>	Geotechnical Temporary
	<input type="checkbox"/> <input type="checkbox"/>	Geotechnical Permanent
	<input type="checkbox"/> <input type="checkbox"/>	Fire Suppression
	<input type="checkbox"/> <input type="checkbox"/>	_____ (other)

- TAB 4 **PROFESSIONAL REVIEW LETTERS**
 Alternative Solution (Confirmation of Field Review – sealed)
 Site Services – Civil Engineer
 Building Envelope Specialist
 Roofing Consultant
 Generator Test Report / Certificate
 (Other - specify) _____
 (Other - specify) _____
- TAB 5 **FIRE ALARM**
 Fire Alarm Verification Certificate (include field work sheets)
 Letter of Signed Contract from ULC Listed Monitoring Agency
- TAB 6 **SPRINKLER SYSTEMS**
 Material and Test Certificate – Above ground piping
 Material and Test Certificate – Underground piping
 Fire Pump Test Report
- TAB 7 **PROVINCIAL APPROVALS**
 Certificate to Operate Elevating Device (one per each device)
 Health Approval (on-site sewage disposal)
 Health Approval (food services)
- TAB 8 **VILLAGE APPROVALS**
 Sprinkler Permit – Pre-occupancy Co-ordinated Review
 Fire Department Acceptance (Fire Safety Plan)
 Final Inspection (Building Inspector– pre-occupancy review)
 Developmental Engineering Final Inspection
 Planning Technicians Final Inspection

TAB 9 **DEFICIENCY LIST**

Submitted by Coordinating Registered Professional

Name (PRINT)

Signature

Date

Address (PRINT)

Phone