



BUILDING BYLAW 3590-2003

THIS DOCUMENT HAS BEEN REPRODUCED FOR CONVENIENCE ONLY and is a consolidation of "District of Mission Building Bylaw 3590-2003" with the following amending bylaws:

Bylaw Number	Date Adopted	Section Amended
3873-2006-3590(1)	June 5, 2006	Schedule A
3954-2006 (general fees and charges amending)	December 18, 2006	Schedule A
3963-2007-3590(2)	March 19, 2007	Sections 2, 3, 5, 6, 7, 8, 10 Schedule A
4030-2007 (general fees and charges amending)	December 17, 2007	Schedule A
5070-2009 (general fees and charges amending)	December 14, 2009	Schedule A
5188-2010 (general fees and charges amending)	December 20, 2010	Schedule A
5257-2011 (general fees and charges amending)	December 12, 2011	Schedule A
5400-2013-3590(3)	December 16, 2013	Schedule A Sections 1, 2, 8 Schedule C
5487-2015-4029(11)	March 16, 2015	Schedule A
5531-2015 (general fees and charges amending)	December 7, 2015	Schedule A
5683-2017 (general fees and charges amending)	December 20, 2017	Schedule A

Individual copies of any of the above bylaws are available from the administration department of the District of Mission. For legal purposes, copies of the original bylaws should be obtained.

DISTRICT OF MISSION

BUILDING BYLAW 3590-2003

A Bylaw to provide for the administration
of the *Building Code* in the District of Mission.

The Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. **Title**

This Bylaw may be cited as "District of Mission Building Bylaw 3590-2003".

2. **Definitions**

In this bylaw, unless context otherwise requires:

"*agent*" means a person authorized to represent the *owner* and may include a hired tradesman or contractor;

"*building official*" includes a person or persons designated by the District of Mission as a Building Inspector, Plumbing Inspector, or Plan Checker, and includes the supervisors for these positions;

"*building*" means any structure used or intended for supporting or sheltering any use or occupancy;

3963-2007-3590(2) "*Building Code*" means the British Columbia Building Code established pursuant to the British Columbia Building Code Regulation;

3963-2007-3590(2) "*construction*" means the erection, alteration, addition, demolition, repair or reconstruction of a *building*, *plumbing system* or a *retaining structure* greater than 1m in height;

"*field review*" has the same meaning as set out in the *Building Code*;

3963-2007-3590(2) "*health and safety aspects of the work*" means design and *construction* regulated by Division B Part 3, Division B Part 7 and Sections 9.4, 9.6, 9.7, 9.8, 9.9, 9.10, 9.12, 9.13, 9.14, 9.15, 9.17, 9.18, 9.19, 9.21, 9.22, 9.23, 9.24, 9.25, 9.31, 9.32, 9.34, 9.35, and 9.36 and Articles 9.28.1.1, 9.28.1.2 and 9.28.6.3 of Division B Part 9 of the *Building Code*.

3963-2007-3590(2) "*occupancy*" means permission or authorization in writing by the *building official* to occupy a *building* or part thereof upon acceptance of work, which is the subject of a *permit* issued under this Bylaw;

3963-2007-3590(2) "*owner*" means an owner of real property as the terms "owner" and "real property" are defined in the *Community Charter*, as amended;

"*permit*" means permission or authorization in writing by the *building official* to perform *construction* regulated by this Bylaw;

3963-2007-3590(2) "*plumbing system*" means a drainage system, venting system and water system or parts thereof, and which is regulated by the *Building Code*;

"*registered professional*," means:

- (a) a person who is registered or licensed to practise as an architect under the Architects Act, or
- (b) a person who is registered or licensed to practise as a professional engineer under the Engineers and Geoscientists Act.

3963-2007-3590(2) "*retaining structure*" means structures in excess of 1m in height, constructed for the retention of soils, or an over all slope greater than two horizontal to one vertical with each step of the structure exceeding 1m in height.

3. **Application, Scope, Exemptions, Purpose**

3.1 The provisions of the *Building Code* and this Bylaw shall apply to the *construction* and occupancy of a *building* or *construction* of a *plumbing system* within the District of Mission.

3963-2007-3590(2) 3.2 The provisions of this Bylaw do not apply to *buildings* exempted by Division A Part 1 of the *Building Code* retaining structures less than 1m in height or other structures that do not form part of a *building*.

3.3 This Bylaw is enacted and retained for the purpose of regulating *construction* within the District of Mission and in the general public interest. The activities undertaken by, or on behalf of, the District of Mission 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 or the resources of the District of Mission extend to:

- (a) the protection of the owner, owner/builder, their successors in title, or constructors for economic loss or property damage or personal injury;
- (b) the assumption by the District of Mission of any responsibility for insuring the compliance by any owner, his or her agents, 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 or any covenant, easement or right of way;

3963-2007-3590(2) (c) providing any person a warranty or assurance of design or workmanship with respect to any building for which a *permit* or final acceptance has been issued under this Bylaw;

(d) providing a warranty or assurance that construction undertaken pursuant to accepted plans or a permit issued by the District of Mission is free from latent or any defects or complies with the Building Code or this Bylaw.

(e) providing any person a warranty or assurance that a design or plan, if constructed in accordance with that design or plan pursuant to and in accordance with an issued permit, does or will comply with the requirements of the Building Code.

3.4 Neither the issuance of a *permit* under this Bylaw, the review and acceptance of the drawings, plans and documents, nor the inspections made by the *building official* shall constitute a representation or warranty that the *Building Code* or this Bylaw has been complied with, that the necessary information has been obtained or assessed, or that the *building* meets any standard of material and workmanship.

- 3.5 No person shall rely on any action, *permit* issuance, acceptance or inspection carried out by or on behalf of the *building official* as assurance in establishing compliance with the *Building Code*, this Bylaw, any standard or any covenant, easement or right-of-way.

4. **Administration**

- 4.1 The *building official* may:
- (a) enter, at all reasonable times, on any real property to determine whether the requirements of the *Building Code* and this Bylaw are being complied with;
 - (b) refuse to issue a permit where in his or her opinion, following a limited review, the proposed construction will not substantially comply in all material respects with the requirements of the Building Code, this Bylaw, or any other relevant bylaw;
 - (c) in writing order the correction of any construction which is in contravention of a permit, the Building Code or this Bylaw;
 - (d) order the cessation of *construction* that is proceeding in contravention of a *permit*, the *Building Code* or this Bylaw.

5. **Prohibitions**

- 5.1 No person shall commence or continue any work related to *construction* unless that person has a valid *permit* authorizing same.
- 3963-2007-3590(2) 5.2 No person shall occupy or permit the occupancy of any building or part thereof:
- (a) unless the owner of the *building* has obtained an accepted final inspection from the *building official*, or
 - (b) contrary to the terms of any *permit*, notice or order issued by the *building official*.
- 3963-2007-3590(2) 5.3 No person shall occupy a *building* or portion of a *building* if a change in the occupancy classification of the *building* or part of it has occurred from that which the *building* was previously designed. Prior written approval is required from the *building official*.
- 5.4 No person shall commence or continue any *construction* that does not substantially comply in all material respects with the requirements of the *Building Code*.
- 5.5 Unless authorized by the *building official*, no person shall reverse, alter, deface, cover, remove, or in any other way tamper with any notice, *permit* or order posted upon, or affixed to, any job site or *building* pursuant to any provision of this Bylaw.
- 5.6 No person shall commence or continue any *construction*, which does not conform to the provisions of any *permit*, notice or order issued by the *building official*.
- 5.7 No person shall interfere with, or obstruct the entry of, the *building official* while acting in the conduct of the administration of this Bylaw or the *Building Code*.

6. **Responsibility of the Owner**

6.1 Every *owner*, or his or her *agent*, shall:

- (a) prior to commencing *construction* on his or her real property, obtain any *permit* required in connection with the proposed *construction*;
- (b) where it is proposed to connect to an existing or proposed public sanitary or storm sewer or water service connection provided or to be provided to his or her real property, ascertain prior to any *construction* that such service connections are, or will be, of a sufficient depth and capacity to service the intended use of the real property;
- (c) except as provided for under Section 7.12, give to the *building official* at least 24 hours advance notice, and obtain his or her inspection and acceptance of the following aspects of *construction*:
 - (i) after completion of footing and foundation form work, but prior to placing concrete;
 - (ii) after installation of perimeter drains and damp proofing, but prior to backfilling;
 - (iii) after rough-in plumbing;
 - (iv) after completion of framing, sheathing and including installation of exterior doors and windows;
 - (v) after installation of insulation and vapour barriers, but prior to the application of any interior or exterior finish which conceals such work;
 - (vi) after the installation of any storm sewer, sanitary sewer and water service, but prior to any part of such systems being backfilled;
 - (vii) after the *building* is substantially complete and ready for occupancy, but prior to occupancy of the whole *building* or part of it.

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6.2 Prior to commencing any *construction* the *owner*, or his or her *agent*, shall give the *building official* written notice of the name, address and telephone number of:

- (a) the contractor or other person in charge of the *construction*; and
- (b) the registered *professional* reviewing the *construction*; and during the course of the *construction* shall give the *building official* written notice of any change in, or termination of, the services of such person immediately any such change or termination occurs.

6.3 The granting of a *permit*, the receipt or acceptance of plans, certifications, or inspections made by the *building official*, shall not relieve the *owner* from full and sole responsibility for carrying out the *construction*, or having the *construction* carried out, in accordance with the requirements of:

- (a) the *Building Code*,
- (b) this and any other applicable Bylaw,
- (c) any applicable Federal or Provincial Act or regulation, and
- (d) any covenant, easement or right-of-way registered against the real property.

- 6.4 When required to do so by the *building official*, every *owner* shall uncover and replace at their own expense any *construction* that has been covered contrary to this Bylaw or any notice or order issued by the *building official*.
- 6.5 The *owner* to whom a *permit* is issued shall, during *construction*, keep the civic address posted in a conspicuous place on the real property so the *building official* can easily read it from a street.

7. Permits

7.1 Every application for a *permit* shall:

- (a) be made by the *owner* or his or her *agent*;
- (b) state the names, addresses and telephone numbers of the owner, agent, contractor, and any *registered professional* engaged or to be engaged in the proposed *construction*;
- (c) state the intended use or uses of the *building* to be constructed;
- (d) state the construction value of the proposed *building* or work;
- (e) be accompanied by any documentation required in accordance with Division C Part 2 Section 2.2.7 of the *Building Code* or certification required by the *building official* under Section 7.7 or Section 7.10 of this bylaw, and at least 2 copies of the scaled plans which include sufficient information and detail to show proposed *building* conformity to the requirements of the *Building Code*, this Bylaw, and any other applicable bylaw;
- (f) be accompanied by 25% of such fees as are prescribed in Schedule "A", to this Bylaw;
- (g) be accompanied by the *owner's* acknowledgement of responsibility and undertakings made in the form attached as Schedule "B" to this Bylaw, signed by the *owner*, or a signing officer if the *owner* is a Corporation.

7.2 When an application for a *permit* has been made, the *building official* may issue the *permit* where:

- (a) the proposed *construction* described in the application and any accompanying plans and other documents is, following a limited review, understood to conform to the requirements of this Bylaw, the *Building Code*, and any other applicable bylaw; and
- (b) the applicant for the *permit* has paid the balance of fees prescribed in Schedule "A" to this Bylaw and any other applicable fees or charges required by bylaw.

7.3 Where an applicant fails to obtain a *permit* within 60 calendar days of being notified that the same is ready for issuance, the application shall be deemed null and void and any fee paid in respect of such application shall be forfeited and any documentation submitted may be destroyed.

7.4 Every permit is issued subject to the following conditions:

- (a) the *construction* shall commence within 6 months from the date the *permit* is issued;
- (b) the *construction* shall not be discontinued or suspended for a period in excess of 12 months;

- (c) the construction shall be completed within 24 months from the date the *permit* is issued; and
- (d) the *permit* shall immediately lapse in the event that any condition in clauses (a), (b), or (c) above are not met.

7.5 Upon application by the *owner* or his or her *agent*, and upon payment of the renewal fee set out in Schedule "A" to this Bylaw, a *permit* which has lapsed may be renewed in the same terms, and under the same conditions, as were applicable to a *permit* which had been issued under Section 7.2.

7.6 For the purpose of determining the *permit* fee, the *building official* may establish the value of the work to be authorized by a *permit*.

3963-2007-3590(2)

7.7 When a *building official* considers that the site conditions, size or complexity of a development or an aspect of it warrant an applicant for a *permit* shall provide a certification by a *registered professional* by means of letters of assurance in the form of Schedules A and or, B-1 and B-2 referred to in Division C Part 2 Section 2.2.7 of the *Building Code* that the plans submitted with the application for the *permit*, or specified aspects of those plans, substantially comply in all material respects with the *Building Code* and other applicable enactments respecting safety.

7.8 When a certification has been provided under Section 7.7, the *building official* shall advise the applicant in writing that the certification has been relied on in issuing the *permit*.

7.9 When a certification has been provided under Section 7.7, and the *building official* has advised the applicant in writing that the *construction* covered by the certification was relied on in issuing the *permit*, the fee otherwise payable for that *permit* under Schedule "A" shall be reduced by 10%.

3963-2007-3590(2)

7.10 As a condition of the issuance of a *permit*, any inspection, or the acceptance of any *construction* done under a *permit*, the *building official* may require the *owner* or his or her *agent* to provide certification by a *registered professional* by means of letters of assurance in the form of Schedule A and or Schedules B-1, B-2 and C-B referred to in Division C Part 2 Section 2.2.7 of the *Building Code* that the *construction*, or an aspect of it, is in substantial compliance in all material respects with the *Building Code*.

3963-2007-3590(2)

7.11 When a *registered professional* provides certification in accordance with Section 7.7 or Section 7.10, or letters of assurance in accordance with Division C Part 2 Section 2.2.7 of the *Building Code*, the *building official* may require that person to provide proof of professional liability insurance to the satisfaction of the *building official*.

7.12 A *building official* need not perform or consider any inspection relating to construction of a *building*, or to the aspect of it, where:

3963-2007-3590(2)

- (a) Division C Part 2 Section 2.2.7 of the *Building Code* is applicable, or
 - (b) a certification has been provided under Section 7.7 or Section 7.10; and
- the District of Mission will rely solely on the *field reviews* of the *registered professional* that the *construction*, or aspect of it for which the letters of assurance pertain, is in substantial compliance in all material aspects with the *Building Code*.

7.13 Notwithstanding Section 7.12, a *building official* may attend the site from time to time during the course of *construction* to ascertain that the *field reviews* are taking place and to monitor the *field reviews* undertaken by the *registered professional*.

7.14 A building official may attend periodically at the site of *construction* of a *building* to ascertain whether the *health and safety aspects of the work* are being carried out in substantial conformance with the *Building Code* and this bylaw.

7.15 As a condition of the issuance of a *permit*, or any inspection relating to a *permit*, the *building official* may require the *owner* to provide a certificate by a British Columbia Land Surveyor:

- (a) showing the siting of any building or proposed *building*, or any portion thereof, in relation to one or more boundaries of the parcel upon which the *building* is, or will be, constructed, and
- (b) such other information as may be required to verify that the *construction* will be, or has been, carried out in accordance with the requirements of this and any other applicable bylaw.

3963-2007-3590(2)

7.16 Where a *permit* has been issued and the *owner* or his or her *agent* has requested a final inspection, if in the opinion of the *building official* the *construction* under the *permit* has been substantially completed and any letters of assurance required in accordance with Section 7.10 or Division C Part 2 Section 2.2.7 of the *Building Code* have been submitted, he or she may permit occupancy of a *building* or part thereof for the accepted use prior to completion of the *construction*.

7.17 The *building official* may revoke a *permit* if:

- (a) there is a contravention of any condition under which that *permit* was issued;
- (b) the *permit* was issued in error;
- (c) the *permit* was issued on the basis of incorrect information provided by the *owner*, his or her *agent*, his contractor or a *registered professional*; or
- (d) there is an identified violation of the *Building Code* or this Bylaw or other relevant bylaw.

3963-2007-3590(2)

7.18 Where an *owner* or his or her *agent* applies, in writing, for the cancellation of a *permit* issued under this Bylaw, the *permit* may be cancelled and 75% of the portion of the *permit* fee which is in excess of \$65.50, if any, may be refunded to the holder of the *permit*, provided:

- (a) the *permit* had not lapsed at the time the application for cancellation was received;
- (b) no *construction* was commenced under the *permit*.

3963-2007-3590(2)

7.19 No *permit* is required:

- (a) for the *construction* of a storage shed or other similar *building* that is an accessory *building* to single family or two-family dwelling units where such *buildings* do not exceed 12 square meters (129.17 square feet) in floor area.

3963-2007-3590(2)

7.20 No *permit* shall be issued for the *construction* of any *building*:

- (a) unless motor vehicle access is provided, by means of a developed and maintained highway, to the parcel of land on which the *construction* is to take place; and
- (b) where a sewage system is required and a public sanitary sewer is not available, unless an appropriate agency of the Province of British Columbia has authorized the use of a private sewage disposal system and the applicant has

provided the *building official* with a copy or other written proof of such authorization.

3963-2007-3590(2)

8. **Retaining Structures**

- 8.1 A *registered professional* shall undertake the design and conduct *field reviews* of the construction of a retaining structure over 1m in height measured from the lowest adjacent grade, or stepped-type retaining structures having an overall slope greater than 2H:1V (2 horizontal to 1 vertical) with each step of the structure exceeding 1m in height.
- 8.2 Any retaining structure over 1m in height will require a *permit* application unless the retaining structure has been shown on the initial *building permit* application. The *permit* application must be accompanied by a site plan, design drawings for structural and drainage, signed and sealed by a *registered professional* and provide certification from a *registered professional* by means of letters of assurance in the form of Schedules B1 and B2 referred to in Division C Part 2 Section 2.2.7 of the *Building Code*. Schedule C-B from the *registered professional* is required by the *building official* prior to obtaining final approval.
- 8.3 Drainage of the retained soil behind the *retaining structure* shall be contained on the property on which the *retaining structure* is constructed.
- 8.4 Where a walkway exists above and adjacent to a retaining structure exceeding 600mm in height a guard is required.

9. **Temporary Buildings**

- 9.1 Notwithstanding any other provision of this Bylaw, but subject to other applicable bylaws, the *building official* may issue a *permit* to authorize the *construction* and existence of a temporary *building* or part thereof for an occupancy that, because of its nature, will exist for a short time.
- 9.2 An application for a *permit* for temporary *buildings* shall be in writing, shall be signed by the *owner* or his or her *agent* and, except as otherwise allowed by the *building official*, shall be accompanied by:
 - (a) plans showing the location of the proposed temporary *building*, and its *construction* details;
 - (b) details of the intended use of the temporary building, and the period of time that it is expected to occupy the proposed site;
 - (c) an agreement with the Municipality executed by the owner, that the *owner* will remove the temporary *building* from the property and leave the site in a safe, tidy and sanitary condition upon expiration of the temporary building *permit*; and
 - (d) cash or other security in a form acceptable to the *building official*, and in an amount sufficient to guarantee the removal of the temporary *building* under the agreement referred to in clause (c) above.
- 9.3 A *permit* for a temporary *building* shall be valid for a period not exceeding 24 months, and the term shall be stated on the face of the *permit*.

3963-2007-3590(2)

10. **Private Residential Swimming Pools**

- 10.1 For the purposes of this section, "private residential swimming pool" means a structure used or intended to be used for swimming, bathing or wading, and having a surface area exceeding 14 square metres and a depth exceeding 600mm.
- 10.2 Private residential swimming pools shall be enclosed within a fence or other structure.
- 10.3 Except for the special provisions relating to wire mesh fences in 10.6, every fence or other structure enclosing a private residential swimming pool shall be:
- (a) Not less than 1.2m in height and which has no opening or gap with its largest dimension being greater than 50mm; and
 - (b) Shall be designed so that no horizontal member or attachment located between 100 mm and 900 mm above ground level on the outside of the fence will facilitate climbing.
- 10.4 Access to the area enclosed by the required pool fence, other than through a dwelling unit, shall be by means of a self-closing and self-latching door or gate designed to return to the secured latched position when not in use.
- 10.5 Latches securing access doors and gates shall not be accessible from the outside of the fence, and shall be located a minimum of 200 mm from the top of the door or gate; and a minimum of 450 mm from any opening in the door, gate, or fence.
- 10.6 Notwithstanding the provisions of 10.3, wire mesh fencing and gates will only be accepted where:
- (a) The mesh is diagonal;
 - (b) The mesh strands are no more than 50 mm apart in both directions;
 - (c) The mesh strands have been woven, welded, or otherwise constructed in such a manner as to be dimensionally stable;
 - (d) The fence and gate are securely braced top and bottom to prevent sagging, bulging, or lifting; and
 - (e) The fence and gate are a minimum of 1.2m in height.";

11. **Penalty**

- 11.1 Every person who violates any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention of any provision of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any provision of this Bylaw is guilty of an offence, and, each day that a violation is caused or allowed to continue shall constitute a separate offence.
- 11.2 Every person who commits an offence under this Bylaw shall be liable on summary conviction to the penalty prescribed in the Offence Act.

12. **Severability**

12.1 The provisions of this Bylaw are severable and the invalidity of any part of this Bylaw shall not affect the validity of the remainder of this Bylaw.

13. **In Force**

13.1 "Building Bylaw No. 2281-1991" including amendments thereto is repealed.

13.2 This Bylaw shall come into full force and effect on December 31, 2003.

READ A FIRST TIME this 1st day of December, 2003.

READ A SECOND TIME this 1st day of December, 2003.

READ A THIRD TIME this 1st day of December, 2003.

RECONSIDERED AND FINALLY ADOPTED this 15th day of December ,2003.

(original signed by Mayor Abe Neufeld)

*(original signed by R. Wilson
Acting Deputy Director of Corporate Administration)*

MAYOR

DIRECTOR OF CORPORATE
ADMINISTRATION

Amended by: 3873-2006-3590(1), 3954-2006, 3963-2007-3590(2), 4030-2007, 5070-2009, 5188-2010, 5257-2011, 5487-2015-4029(11), 5531-2015, 5683-2017

SCHEDULE "A"
SCHEDULE OF FEES AND CHARGES

Effective
January 1, 2016

1. Building Permit Fees

The fee payable for a permit for the construction of a building or part thereof shall be:

- | | |
|---|----------|
| (a) where the value of the construction does not exceed \$1,000.00 | \$ 72.90 |
| (b) for each \$1,000.00 of construction value or portion thereof, over \$1,000.00 and up to \$40,000.00 | \$ 15.30 |
| (c) for each \$1,000.00 of construction value, or portion thereof, over \$40,000.00 and up to \$100,000.00 | \$ 10.20 |
| (d) for each \$1,000.00 of construction value, or portion thereof, over \$100,000.00 | \$ 7.65 |
| (e) for the removal, repair or alteration of a building envelope and the repair of damage to structures caused by building envelope failure for any residential building completed between 1985 and 1998 shall be charged a flat fee | \$510.00 |
| (f) Building Permit applications for properties located within the MissionCity Downtown Action Plan Area (as shown on Schedule "C") received on or before December 21, 2019 will be calculated based on 50% of the prescribed fees listed in 1(a) to (e) above. | |

2. Plumbing Permit Fees

- | | |
|--|----------|
| (a) Plumbing, involving the installation of fixtures, for each fixture | \$ 19.00 |
| (b) Notwithstanding subsection (a), the minimum fee payable for a plumbing permit shall be | \$ 72.90 |
| (c) Plumbing work involving the installation of storm sewers, sanitary sewers, water service lines and related appurtenances for single or two family dwellings: | |
| sanitary sewer | \$ 37.50 |
| storm sewer | \$ 37.50 |
| water service | \$ 37.50 |
| (d) For other than single or two family dwellings: | |
| (i) sanitary sewer | \$ 72.90 |
| (ii) storm sewer | \$ 72.90 |
| (iii) water service | \$ 72.90 |
| (iv) for each sump, oil or grease interceptor, catch basin, manhole, cleanout, inspection chamber, fire hydrant, water meter or reducing station | \$ 37.25 |

Schedule "A" – Schedule of Fees and Charges (cont'd)

**Effective
 January 1, 2016**

<p>(e) Fire sprinkler system:</p> <p style="padding-left: 20px;">(i) for the first sprinkler head</p> <p style="padding-left: 20px;">(ii) for each additional sprinkler head</p> <p style="padding-left: 20px;">(iii) for each siamese connection</p> <p>(f) Building Permit applications for properties located within the MissionCity Downtown Action Plan Area (as shown on Schedule "C") received on or before December 31, 2019 will be calculated based on 50% of the prescribed fees as listed in 2(a), (b), (d) and (e) above.</p>	<p>\$ 72.90</p> <p>\$ 2.75</p> <p>\$ 68.85</p>
<p>3. <u>Equivalency Proposal Fees</u></p>	
The fee to be paid at the time of submission of required information and documentation for an equivalency proposal, shall be	\$154.50
The fee for each additional hour of staff time if the initial equivalency proposal is not acceptable and revisions are submitted, shall be (minimum payable)	\$ 73.75
<p>4. <u>Revision to Issued Permit Drawings</u></p>	
The fee to check drawing revisions to issued permit drawings shall be	\$ 82.50
<p>5. <u>Change of Owner</u></p>	
The administration fee to revise documentation	\$ 25.75
<p>6. <u>Building Permit Renewal Fees</u></p>	
The fee for renewal of a permit under the provisions of subsection 7(4) of this Bylaw shall be	\$ 100.00
<p>7. <u>Temporary Building Permit Fees</u></p>	
The fee for a temporary building permit shall be	\$ 200.00
<p>8. <u>Demolition Permit Fees</u></p>	
(a) The application fee for a demolition permit shall be	\$ 200.00
(b) The application fee for a demolition permit for properties located within the MissionCity Downtown Action Plan Area (as shown on Schedule "C") received on or before December 31, 2019 shall be	\$ 100.00
<p>9. <u>Re-inspection Fees</u></p>	
Where more than two inspections are required because the provisions of the Building Code or this Bylaw have not been complied with, the charge for each inspection after the second inspection shall be	\$ 75.75

Schedule "A" – Schedule of Fees and Charges (cont'd)

**Effective
 January 1, 2016**

10. Special Inspection Fees	
(a) Pre-site Inspection Fee	\$ 75.00
(b) Pre-move Inspection Fee (per hour rate)	\$ 75.75
(c) Geotech Report Review Fee	\$ 77.25
(d) Where an inspection requires special arrangements because of the time of the inspection, or the location or nature of the construction, the fee for each inspection shall be billed per hour, plus actual travelling expenses where such inspection is not within the District of Mission. The hourly rate and minimum charge for a special inspection shall be:	\$ 75.75
11. Woodstove Permit Fee	\$ 101.00
12. To assist in the cost of preparing permanent construction records:	
(a) For all new single family dwellings: 0.02% of the construction value, subject to a minimum of \$25.00 to a maximum of \$75.00	0.02% Min. \$25.00 Max \$75.00
(b) For all new and/or additions of commercial, industrial, institutional and multi-family projects: 0.02% of the construction value, subject to a minimum of \$75.00 to a maximum of \$150.00	0.02% Min. \$75.00 Max. \$150.00
(c) For all other permits (such as single family additions, accessory buildings, farm buildings, sign, plumbing, fire sprinkler, irrigation, tenant improvement permits, etc.): 0.01% of the construction value, subject to a minimum of \$25.00 to a maximum of \$75.00	0.01% Min. \$25.00 Max. \$75.00

SCHEDULE "B"
OWNER'S UNDERTAKING

Re: Property Address: _____

Legal Description: _____

Permit #: _____

This line to be completed by the District of Mission

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 District of Mission will rely on same.

I confirm that I have applied for a *permit* pursuant to Building Bylaw 3590–2003 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 there under.

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, my *agent*, 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 District of Mission or the *Building Official* of the District of Mission, to protect the *owner* or any other persons as set out in the Bylaw and I will not make any claim alleging any such responsibility or liability on the part of the District of Mission or its *Building Official*.

Owners' Information:

Name: _____

Address: _____

Telephone: _____

Contact Person: _____

Date: _____

-

Signature: _____

SCHEDULE "C"
MissionCity Downtown Action Plan Area

