



# BOARD REPORT

**TO:** Chair and Directors **File No:** 3760 06

**SUBJECT:** Electoral Area C: Building Amendment Bylaw No. 660-01

**DESCRIPTION:** Report from Marty Herbert, Team Leader Building and Bylaw Services dated September 12, 2018.  
An amendment to Bylaw No. 660 to include Electoral Area C within the building regulation service area of the CSR D.

**RECOMMENDATION:** THAT: Building Amendment Bylaw No. 660-01 be read a first, second and third time this 20<sup>th</sup> day of September, 2018.

## SHORT SUMMARY:

In order to begin communications, budgeting and staffing preparations for the implementation of building inspection in Electoral Area C, the existing Building Bylaw No. 660 needs to be amended to have the building regulations apply to Electoral Area C with a proposed effective date of March 4, 2019. Staff are recommending that Amendment Bylaw No. 660-01 be read a first, second and third time at the September 2018 Board meeting.

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<b>VOTING:</b>	Unweighted Corporate	<input checked="" type="checkbox"/>	LGA Part 14 (Unweighted)	<input type="checkbox"/>	Weighted Corporate	<input type="checkbox"/>	Stakeholder (Weighted)	<input type="checkbox"/>
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## BACKGROUND:

As previously requested by the Board, Development Services staff created information material and held open houses in Electoral Area C in June 2018 to inform residents about the pending introduction of building regulation inspection services in their area. The *Building Regulation Public Engagement Summary* Report presented to the Board July 19, 2018 outlined the community engagement that was undertaken and the next steps to implement Building Inspection Regulations for Electoral Area C.

Currently, the existing CSR D Building Regulation Bylaw No. 660 applies to Electoral Areas B, E and F. Previously Building Regulation Bylaw No. 660 had been created to replace the existing Building Regulation Bylaw No. 630 and have building regulation service apply to Electoral Areas B and E and the existing service area of Electoral Area F. Taxation to support the implementation of the expanded building regulation service area for Electoral Area C with a proposed effective date of March 4, 2019 requires both Building Regulation Bylaw No. 660 and the Sub-Regional Building Inspection Service Bylaw No. 5785 to be adopted by the end of October 2018.

## POLICY:

There are no new associated policies required at this time for the proposed amendment to Building Bylaw No. 660.

## FINANCIAL:

A sub-regional building inspection budget has been created for Electoral Areas B and E, which will be expanded to include Area C. Commencing in 2019, all properties within Electoral Area C will pay a property value tax based on land and improvements to fund building inspection service in Electoral Area C. The sub-regional building inspection budget, inclusive of Electoral Areas B, C, and E, will be drafted in the fall of 2018 with presentation to the Board during the Committee of the Whole Budget workshops in early 2019.

**KEY ISSUES/CONCEPTS:**

Amendment Bylaw No. 660-01 will add the boundaries of Electoral Area C as a participant in the CSRD Building Inspection Service effective March 4, 2019.

**SUMMARY:**

Feedback has now been received from Electoral Area C constituents and from the construction industry professionals in the service area. It is now appropriate to amend Building Bylaw No. 660 for the inclusion of Electoral Area C to participate in the CSRD Building Inspection Service effective March 4, 2019.

As mentioned earlier in this report, the Sub-Regional Building Inspection Service Amendment Bylaw No. 5785 to add Electoral Area C as a service participant is awaiting approval from the Inspector of Municipalities. When the Inspector's approval is received, both the Service Establishment Bylaw No. 5785 and the Building Bylaw Amendment Bylaw No. 660-01 will be brought back to the Board for consideration of adoption.

**IMPLEMENTATION:**

Building Regulation Bylaw No. 660 came into effect March 5, 2018 and applies to Electoral Areas B, E and F. With Bylaw No. 660 amended to include Electoral Area C, Building Permit applications will be required effective March 4th, 2019; any new construction from this date forward will be required to meet the regulations of Bylaw No. 660 and the BC Building Code in the service areas.

Staff will continue to work on implementing the new Building Regulation Inspection Service in Electoral Area C and will keep the Board informed as to its progress.

**COMMUNICATIONS:**

A summary of the public engagement and open houses held in Electoral Area C with regard to the implementation of building inspection in Area C are outlined in the attached report from Marty Herbert, Team Leader Building and Bylaw Services dated June 27, 2018. Although the formal public engagement is now complete, all of the material used for the open house engagement remains available for download on the CSRD's website and in hardcopy at the front counter at the CSRD office.

Additional communications will also be ongoing with other government agencies, e.g. Interior Health and BC Housing, as well as reaching out to those involved in the construction industry with updated informational brochures and face to face contact with CSRD building staff.

**DESIRED OUTCOMES:**

That the Board endorse staff recommendation.

**BOARD'S OPTIONS:**

1. *Endorse the Recommendation.*

2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**LIST NAME OF REPORTS/DOCUMENTS AVAILABLE FROM STAFF:**

1. Neilson-Welch Consulting Inc. 2018-07-03 Memo.pdf
2. Neilson-Welch Consulting Inc. 2017-10-16 *Building Inspection Service Electoral Areas B, C and E*

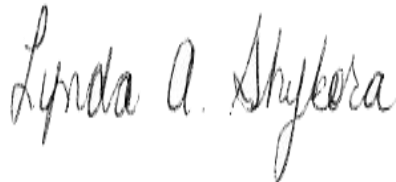
**Report Approval Details**

Document Title:	2018-09-20_Board_DS_BL660-01_CSRD.docx
Attachments:	- Map_BL660-01.pdf - 2018-07-19_Board_DS_EAC_Building_Regulation_Public_Meetings .pdf - BL660-01.pdf
Final Approval Date:	Sep 19, 2018

This report and all of its attachments were approved and signed as outlined below:



**Gerald Christie - Sep 12, 2018 - 4:30 PM**



**Lynda Shykora - Sep 18, 2018 - 3:25 PM**



**Charles Hamilton - Sep 19, 2018 - 10:47 AM**