



BOARD REPORT

TO: Chair and Directors

File No: BL660

SUBJECT: Electoral Areas B, E and F: Building Bylaw No. 660 (CSR D)

DESCRIPTION: Report from Gerald Christie, Manager Development Services, dated February 13, 2018.
A bylaw to regulate building construction in Electoral Areas B, E and F and to replace existing Building Regulation Bylaw No. 630.

RECOMMENDATION #1: THAT: Second and Third readings given to “Building Bylaw No. 660” on the 18th day of January, 2018 hereby be rescinded, this 15th day of February, 2018.

RECOMMENDATION #2: THAT: “Building Bylaw No. 660” be read a Second time, as amended, this 15th day of February, 2018.

RECOMMENDATION #3: THAT: “Building Bylaw No. 660” be read a Third time, this 15th day of February, 2018.

RECOMMENDATION #4: THAT: “Building Bylaw No. 660” be adopted, this 15th day of February, 2018.

RECOMMENDATION #5: THAT: the Board resolve that for the purposes of clarification and enforcement of Bylaw No. 660 that every complete building permit application received for Electoral Area F prior to March 5, 2018 will be addressed by the CSR D through Building Regulation Bylaw No. 630.

SHORT SUMMARY:

At the January 15, 2018 Board meeting the proposed Building Bylaw No. 660 was presented and given three readings. As discussed and recommended by staff, after Bylaw 660 received three readings CSR D staff met and corresponded with professionals involved in the construction industry in the service areas, including meeting with representatives from the Shuswap Construction Industry Professionals (SCIP). In light of the comments received and additional staff and legal review, minor amendments to the bylaw are, therefore, proposed prior to adoption.

VOTING: Unweighted LGA Part 14 Weighted Stakeholder
Corporate (Unweighted) Corporate (*Weighted*)

BACKGROUND:

Proposed Building Bylaw No. 660 has been developed in consultation with the Municipal Insurance Association of BC (MIABC), the Housing Branch of the Province of BC, and CSR D legal counsel. Development Services staff have also reviewed the bylaw and made amendments to make the bylaw regulations more applicable and specific to the small community and rural environment found in the CSR D. Upon the bylaw receiving three readings at the January 15, 2018 Board meeting, staff have liaised with professionals involved in the local construction industry, including meeting with representatives from the Shuswap Construction Industry Professionals (SCIP) to hear their concerns and comments with regard to the proposed bylaw. Most of the comments provided to the CSR D recommended minor changes to the bylaw and included better wording for clarity, removal of duplicated regulation, inclusion of radon gas BC Building Code requirements, and changes to professional liability insurance coverage.

POLICY:

There are no new associated policies required at this time for the implementation of Building Bylaw No. 660.

FINANCIAL:

An allocation was made starting in the 2017 budget for two additional staff to be hired in the last quarter of the year to assist with the implementation and administration of a building regulation service in Electoral Areas B and E. A new Building Inspector started in November and a Building Inspection Assistant started in December 2017. A sub regional building inspection budget has been created for Electoral Areas B and E, and a separate budget continues for the existing Electoral Area F building inspection service. The proposed 2018 budget discussed at the February 7, 2018 Committee of the Whole meeting has provided further details about the budget for the building regulation service in Electoral Areas B, E and F.

KEY ISSUES/CONCEPTS:

In discussion with staff, construction industry professionals, and further review by CSRD legal counsel, MIABC and the provincial Housing Branch, several changes have been incorporated into the final version of Building Bylaw No. 660:

- Minor word usage changes, e.g. Building Inspector to Building Official; parcel lines to parcel boundaries, etc.;
- Further clarity as to when a building permit is required;
- Additional details as to when a registered professional is required and what information they are to provide to the Building Official;
- Wording changes to allow for concurrent processing of development permits and land use applications with a building permit application, but such approvals must be met prior to building permit issuance;
- Reduction in requirements for professional liability insurance;
- Allowances for partial occupancy of a building if it meets health and safety code requirements; and,
- Miscellaneous minor grammatical and wording changes.

These amendments do not change the overall intent of the bylaw or the BC Building Code requirements that need to be met. As the bylaw is utilized by staff and construction professionals over the next year additional refinements may be necessary to better reflect the administration and field use of the bylaw.

It has also been deemed necessary for clarification purposes to have the Board pass a resolution noting that any complete building permit applications received prior to March 5, 2018 will be processed under the regulations contained within existing Building Regulation Bylaw No. 630. This resolution is made in the recommendations section of this report.

SUMMARY:

Feedback has now been received from construction industry professionals in the service areas, from legal counsel, and received further review by CSRD building department staff, all of which has resulted in additional refinements to Building Bylaw No. 660. The bylaw incorporates the latest requirements of the Building Act, and has also received several reviews by MIABC and the provincial Housing Branch. The bylaw is the most up to date and first of its kind Building Bylaw template in the province for a primarily rural regional district. It is now appropriate to adopt Building Bylaw No. 660 which will become effective on March 5, 2018 in Electoral Areas B, E and F.

IMPLEMENTATION:

Existing Building Regulation Bylaw No. 630 will continue to apply to complete building permit applications received prior to March 5, 2018. If adopted, Building Bylaw No. 660 will then come into effect on March 5, 2018; any new building permit applications applied for on or after March 5, 2018 will then be required to meet the regulations of Bylaw No. 660 and the BC Building Code in the service areas.

Staff will continue to monitor the implementation of the new building regulation service and will inform the Board as to its progress over the coming months.

COMMUNICATIONS:

The following communications have been or will be undertaken for the implementation of the building regulation service:

- December 2017 – newspaper advertising, CSRD website notices and webpage, and social media advertising noting that Building Inspection will be in effect in Electoral Areas B and E on March 5, 2018. Advertising in Electoral Area F that the existing building regulations will be changing starting March 5, 2018 from three (3) to six (6) inspections.
- January – CSRD staff met with local construction industry professionals and received feedback on the bylaw.
- February – advertising in local newspapers in Electoral Areas B, E and F continues along with information on the CSRD website, and on social media.
- February – Electoral Areas B and E:
 - Posters noting the requirements of the new service have been put up in various locations;
 - Radio advertising will also be used a week prior and a week after implementation to notify residents of the new service.
 - Letters about the new service have been mailed to each property owner.

DESIRED OUTCOMES:

That the Board adopt Building Bylaw No. 660 and that the Board also approve a resolution clarifying that complete building permit applications received in Electoral Area F prior to March 5, 2018 will be subject to Building Regulation Bylaw No. 630.

BOARD'S OPTIONS:

1. *Endorse the Recommendations.*
2. *Deny the Recommendations.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

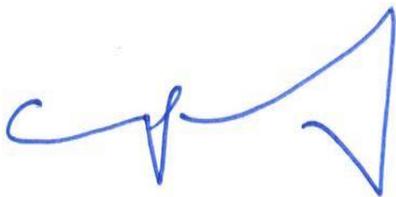
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. N/A

Report Approval Details

Document Title:	2018-02-15_Board_DS_BL660_Building_Bylaw.docx
Attachments:	- 2018-01-18_Board_DS_BL660_Building_Bylaw_ADOPTION.pdf
Final Approval Date:	Feb 13, 2018

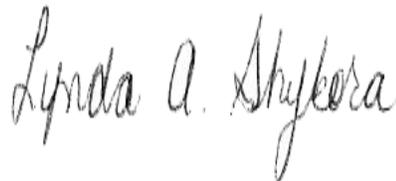
This report and all of its attachments were approved and signed as outlined below:



Corey Paiement - Feb 13, 2018 - 2:27 PM



Jodi Pierce - Feb 13, 2018 - 2:50 PM



Lynda Shykora - Feb 13, 2018 - 3:27 PM



Charles Hamilton - Feb 13, 2018 - 4:02 PM