



**SCHEDULE B**

**PERMIT FEES AND SECURITY DEPOSITS**

**PERMIT FEES:**

**1. Buildings**

- |       |   |                            |
|-------|---|----------------------------|
| (1)   | Single-family dwelling, two-family dwelling, residential ancillary buildings, agricultural buildings: |                            |
| (a)   | Construction up to \$1,000.00 of value  | \$ 40.00                   |
| (b)   | Construction \$1,000.00 to \$100,000.00 of value;   |                            |
| (i)   | First \$1,000.00  | \$ 100.00                  |
| (ii)  | Each additional \$1,000.00 or part thereof but not more than \$100,000.00                             | \$ 5.90                    |
| (iii) | Each additional \$1,000.00 in excess of \$100,000.00 but not more than \$250,000.00                   | \$ 5.60                    |
| (iv)  | Each additional \$1,000.00 in excess of \$250,000.00 (AB#4107)  | \$ 5.25                    |
| (2)   | Multi-family townhouses and rowhouses:  |                            |
| (a)   | Construction up to \$1,000.00 of value  | \$ 100.00                  |
| (b)   | Construction in excess of \$1,000.00 of value   | .95% of construction value |
| (3)   | Multi-Family Apartment Buildings, Commercial, Industrial, Institutional, etc:                         |                            |
| (a)   | Construction up to \$1,000.00 of value  | \$ 100.00                  |
| (b)   | Construction in excess of \$1,000.00 of value   | 1.1% of construction value |
| (4)   | Temporary Buildings   |                            |
| (a)   | Construction up to \$1,000.00 of value  | \$ 100.00                  |
| (b)   | Construction in excess of \$1,000.00 of value   | 0.6% of construction value |
| (5)   | Re-Inspections  | \$ 70.00                   |
| (6)   | Special inspection  | \$ 80.00                   |
| (7)   | To site an ancillary building 10m2 or less or a swimming pool   | \$ 50.00                   |
| (8)   | Landscape drawing review and inspections  | \$ 200.00                  |
| (9)   | Permit Application Fee  | \$ 300.00                  |
| (10)  | Alternative Solution Report Review Fee (one per application)  | \$ 100.00                  |
| (11)  | Additional Report Review Fee (excess of one per application)  | \$ 60.00                   |
| (12)  | Amendment to reviewed Alternative Solution Report (per)   | \$ 50.00                   |
| (13)  | Plan review (subsequent from original drawings) per hour  | \$ 70.00                   |
| (14)  | Premium plan review (hourly rate)   | \$ 130.00                  |

<b>2.</b>	<u>Chimneys &amp; Solid Fuel-Burning Appliances</u>	
(1)	Chimney	\$ 40.00
(2)	One appliance	\$ 40.00
(3)	Each additional appliance	\$ 15.00
(4)	Chimney with one appliance	\$ 50.00
(5)	Each additional chimney	\$ 15.00
(6)	One fireplace	\$ 45.00
(7)	Each additional fireplace	\$ 25.00
<b>3.</b>	<u>Plumbing</u>	
(1)	First 10 fixtures	\$ 90.00
(2)	Each additional fixture	\$ 9.00
(3)	Reconnection	\$ 35.00
<b>4.</b>	<u>Demolition</u>	
(1)	To demolish a building or structure	\$ 150.00
<b>5.</b>	<u>Mobile or Manufactured Home or Factory-Built Units</u>	
(1)	To move within the City (other than Mobile Home Parks)	\$ 70.00
<b>6.</b>	<u>Application to Move a Building</u>	
(1)	Within the City	\$ 70.00
(2)	Into the City	\$ 350.00
(3)	Out of the City	\$ 70.00
<b>7.</b>	<u>Application to Move Accessory Building</u>	
(1)	Into the City	\$ 350.00
(2)	Within the City, 10m <sup>2</sup> or less	\$ 60.00
(3)	Within the City in excess of 10m <sup>2</sup>	\$ 100.00
<b>8.</b>	<u>Highway Access</u>	
	Permit to construct a highway access	\$ 50.00
<b>9.</b>	<u>Other</u>	
(1)	Letter of compliance	\$ 100.00
(2)	Owner name change for active permits	\$ 25.00
(3)	Title search from Land Titles Office	\$ 15.00
(4)	Occupancy Permit	\$ 40.00
(5)	Permit extension	\$ 40.00

**SECURITY DEPOSITS:**

**10. Building Moving**

- (1) To erect a building on the new site and restore the old site for:
- |   |             |
|---|-------------|
| (a) buildings less than 10m <sup>2</sup>  | \$ 500.00   |
| (b) buildings more than 10m <sup>2</sup> but less than 50m <sup>2</sup>                   | \$ 1,000.00 |
| (c) buildings more than 50m <sup>2</sup>  | \$ 2,500.00 |
| (d) mobile units, manufactured units, factory-built units being relocated within the City | \$ 1,000.00 |

**11. Demolish Buildings**

- |   |             |
|---|-------------|
| (1) Principal dwelling unit                           | \$ 1,000.00 |
| (2) Ancillary buildings of less than 50m <sup>2</sup> | \$ 500.00   |
| (3) All other buildings over 50m <sup>2</sup>         | \$ 2,000.00 |

**12. Paving**

- |  |  |
|--|--|
| (1) To complete the paving of off-street parking (including drainage, curbing, marking and lighting) | \$8.00 for each square metre of parking area |
|--|--|

**13. Parcel Grading, Parcel Drainage & Landscaping**

- |  |   |
|--|---|
| (1) <u>Non-Residential</u><br>to complete on-site parcel grading, parcel drainage and landscaping areas (including placement of topsoil) | \$10.00 for each square metre of parcel grading, parcel drainage and landscaping area |
| (2) <u>Residential</u><br>to complete on-site parcel grading, parcel drainage and landscaping areas (including placement of topsoil)     | \$500.00 per residential unit (to maximum of \$10,000.00)                             |

**14. Any security deposited under the provisions of this bylaw may be in the form of:**

- (1) Cash
- (2) Certified Cheque
- (3) Irrevocable Letter of Credit drawn on a Canadian Chartered Bank or Credit Union for a term and in a form satisfactory to the City.

(AB #3974)

**SCHEDULE “C”**

**CONSTRUCTION VALUES**

1. Single family dwelling, Row housing, Semi-detached and Duplex:
  - (a) With full basement or part basement including first floor \$ 1,092.00/m<sup>2</sup>
  - (b) First storey with no basement \$ 780.00/m<sup>2</sup>
  - (c) Each additional storey \$ 624.00/m<sup>2</sup>
  - (d) Attached garages \$ 546.00/m<sup>2</sup>
  - (e) Attached carports \$ 240.00/m<sup>2</sup>
  - (f) Buildings for ancillary use greater than 10m2 \$ 240.00/m<sup>2</sup>
  
2. Agricultural Buildings
  - (a) Farm Buildings:
    - (i) First Storey \$ 180.00/m<sup>2</sup>
    - (ii) Second Storey \$ 102.00/m<sup>2</sup>
  - (b) Pole Building \$ 132.00/m<sup>2</sup>
  - (c) Manure Storage \$ Contract Price
  
3. Buildings not covered in the above values, such as Assembly, Commercial, Industrial, Institutional, Multi-Family Apartments etc., shall be determined by a verified contract price.

(AB #3974)

**SCHEDULE “D”**

**OWNER’S UNDERTAKING**

- Note:*
1. *To be submitted prior to issuance of a building permit*
  2. *Only an original Schedule printed by the City of Chilliwack or an unaltered photocopy of this Schedule is to be completed and submitted.*

---

---

**ATTENTION: Chief Building Official**

**Re: Address** \_\_\_\_\_

**Building Permit No.** \_\_\_\_\_

In consideration of the City accepting and processing the above application for a building permit, and as required by the City’s Building Regulation Bylaw, in force from time to time, the following representations, warranties and indemnities are given to the City.

1. That I am:
  - The owner of the above property; or
  - Authorized by the owner of the property described above to make this application (Agent for Owner)

2. That I have authorized:

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Address (print)

to make application for the above permit on my behalf.

3. That I will comply with, or cause those whom I employ to comply with, the B.C. Building Code and all bylaws of the City and other statutes and regulations in force in the City relating to the development, work, undertaking or permission in respect of which this application is made.
4. That I understand and acknowledge that I am fully responsible for carrying out the work, or having the work carried out, in accordance with the requirements of the B.C. Building Code, the Building Regulation Bylaw, in force from time to time, and all other Bylaws of the City.

5. That I understand and acknowledge that neither the issuance of a permit under this bylaw, the review of plans and supporting documents, nor inspections made by the chief building official shall in any way constitute a representation, warranty or statement that the B.C. Building Code, the Building Regulation Bylaw, in force from time to time, or any other bylaw of the City has been complied with.
6. That I confirm that I have relied only on the said registered professionals for the adequacy of the plans and supporting documents submitted with this application.
7. The City has relied and is relying exclusively on the Letter of Assurance of “Professional Design and Commitment for Field Review” prepared by:

*(insert name of registered professional of record)*

_____	<b>Architectural</b>
_____	<b>Structural</b>
_____	<b>Mechanical</b>
_____	<b>Plumbing</b>
_____	<b>Fire Suppression Systems</b>
_____	<b>Electrical</b>
_____	<b>Geotechnical – temporary</b>
_____	<b>Geotechnical – permanent</b>
_____	<b>Other (specify)</b>

in reviewing the plans and supporting documents submitted with this application for a building permit.

8. That I understand that where used herein the words “work” or “work or undertaking in respect of which this application is made” includes all electrical, plumbing, mechanical, gas and other works necessary to complete the contemplated construction.
9. That I am authorized to give these representations, warranties, assurance and indemnities to the City.
10. That I confirm that I have been advised that I should seek independent legal advice from a lawyer in respect of signing this schedule.

**Owner’s Information**  
**Owner Information**

**Agent for**

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address (print)

\_\_\_\_\_  
Address (print)

If owner is company, affix corporate seal in space below.

**The Corporate Seal of:**

**Witness Information**

\_\_\_\_\_  
**was hereunto affixed in the presence of:**

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of Officer (print)

\_\_\_\_\_  
Address (print)

\_\_\_\_\_  
Title of Officer (print)

\_\_\_\_\_  
Occupation (print)

\_\_\_\_\_  
Signature of Officer

\_\_\_\_\_  
Name of Officer (print)

\_\_\_\_\_  
Title of Officer (print)

(affix seal here)



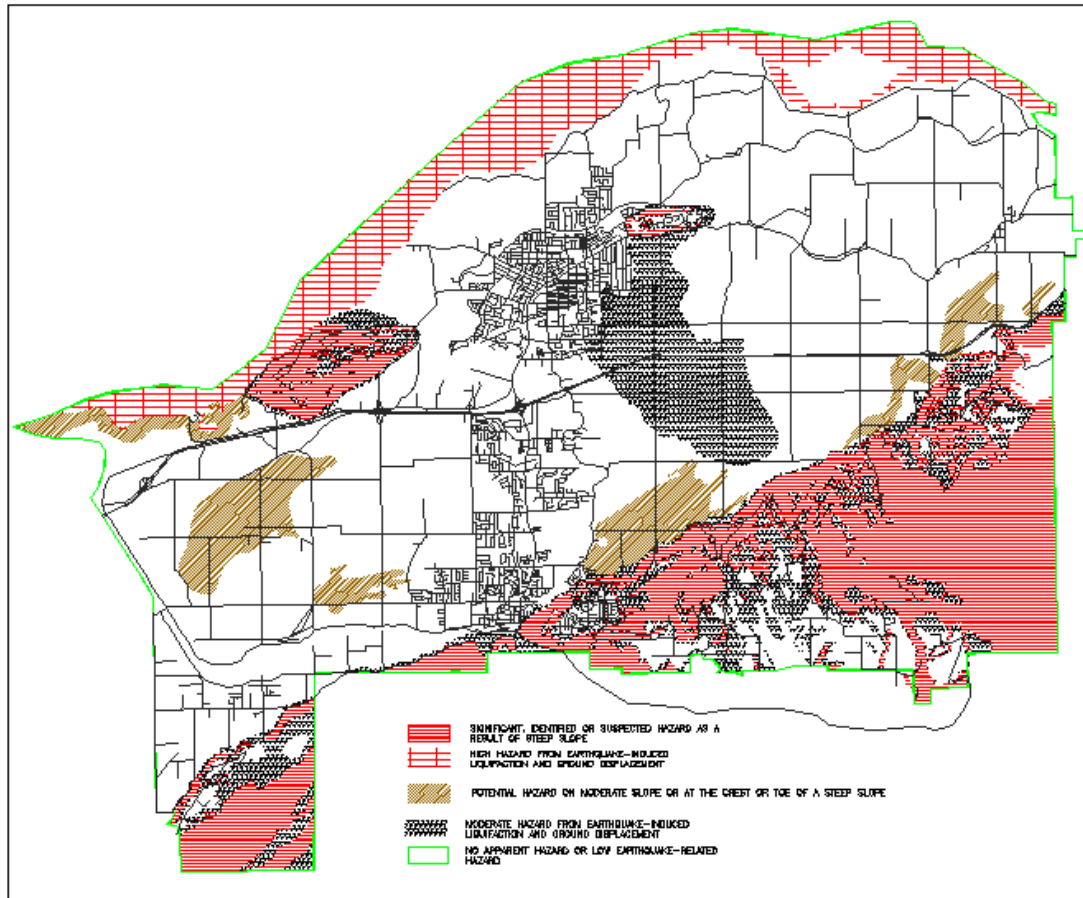
The owner or his appointed agent must sign the above. The signature must be witnessed. If the owner is a company, the corporate seal of the company must be affixed to the document in the presence of the duly authorized officers. The officers must also sign, setting for their positions in the company.

Please note the following provision from “Building Regulation Bylaw 2003, No. 2970”, in force from time to time:

**“Owner's Responsibility**

- 31. Every owner, or his or her agent, must carry out construction or have the construction carried out in accordance with the requirements of the Building Code, this bylaw and the other bylaws of the City and neither the issuance of a permit under this bylaw, the review of plans and supporting documents, nor inspections made by the chief building official or a registered professional relieve the owner, or his or her agent, from full and sole responsibility to perform the work in strict accordance with this bylaw, the Building Code and other applicable enactments.”*

**“Building Regulation Bylaw 2003, No. 2970”– Schedule “E”**



**CITY  
OF  
CHILLIWACK**

**"BUILDING REGULATION  
BYLAW 2003, No 2970"**

**Schedule E -  
GEOTECHNICAL HAZARD AREAS**

**“Building Regulation Bylaw 2003, No. 2970”– Schedule “F”**

**City of Chilliwack  
MUNICIPAL DEVELOPMENT**

8550 Young Road, Chilliwack, B.C. V2P 8A4  
Phone: (604) 793-2905 • Fax: (604) 793-2285

Folder Number:  
Application Date:

Issue Date:

[permit type]

Address:  
Legal:  
Description:

Folio:  
Zoning:

Applicant: [INSERT NAME HERE]  
Owner: [INSERT NAME HERE]

[INSERT ADDRESS HERE]  
[INSERT ADDRESS HERE]

Required Setbacks:	F.L.L. (M)	R.L.L. (M)	I.S.L.L. (M)	E.S.L.L. (M)	Height (M)

Description	Quantity	Amount	Description	Quantity	Amount
[insert fees, values, etc. here]					
<b>Total:</b>					<b>\$</b>

**Special Conditions**

\* British Columbia Building Code applies to this permit.

*The Owner must comply with all enactments, including bylaws, codes and regulations. Neither this permit, the approval of related plans and specifications, nor any other City communication with the Owner either:*

- (a) relieves the Owner of the obligation to comply with all enactments, or*
- (b) warrants that the work authorized by this permit complies with an enactment.*

*The Owner must repair, at its cost, any damage to municipal works, roads, payment, curbs, sidewalks, trees, aquatic areas or drainage works as a result of the work covered by this permit. In return for the approval of this permit, the Owner agrees to indemnify and save harmless the City, and each of its elected officials, officers, employees, solicitors, agents and servants, of and from any claims, suits, liabilities, judgments, costs, expenses or actions of any kind arising from or related to this permit or any communications or representations in connection with the work authorized by this permit.*

*The City of Chilliwack does not assume any responsibility for opening roads or lanes or providing water services or other public utilities in connection with this permit. By signing, an applicant, where other than the Owner, represents that he or she is the agent of the Owner and has the Owner's authority to agree to the permit conditions for and on the Owner's behalf.*

\_\_\_\_\_  
SIGNATURE OF RECIPIENT

\_\_\_\_\_  
PERMIT COMPLETION DATE / INSPECTOR'S SIGNATURE

## NOTICE

[Information on reverse of every Permit]

It is a condition of this permit that the Owner or the Owner’s Agent request all required inspections and obtain all necessary approvals required by the governing bylaw.

It is a condition of a Building Permit that the Owner or the Owner’s Agent must request all required inspections and obtain all necessary approvals prior to occupancy of the whole building or part thereof in respect to work for which this permit was issued.

It is a condition of a Security deposit that all inspections required by the governing bylaw are complete and acceptable to the Inspector prior to its release.

It is an offence if the Owner, the Owner’s Agent or a tenant occupy or permit a building or part thereof to be occupied prior to final inspection and approval by the Inspector.

This permit has an expiry date. It is an offence if the Owner or the Owner’s Agent commences work or continues to work beyond the expiry date. Inspections requested after the expiry date are subject to the Owner or the Owner’s Agent obtaining a new Building Permit. The Owner or the Owner’s Agent may apply for a construction time extension prior to the permit expiry date.

The Owner or the Owner’s agent should familiarize themselves with the contents of the City of Chilliwack Building Regulation Bylaw, in force from time to time.

**SCHEDULE G**

**CONFIRMATION OF REQUIRED DOCUMENTATION**

Building Permit Number: \_\_\_\_\_

*Note:*

1. *The Confirmation of Required Documentation and all required documentation must be submitted to the Chief Building Inspector 48 hours prior to the Pre-Occupancy Coordinated Review.*
2. *The Confirmation of Required Documentation and all required documentation to be submitted in tabbed ringed binder. Tab sections per this schedule.*

	Provided	Not Applicable	
<b>TAB 1</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>CONFIRMATION OF REQUIRED DOCUMENTATION</b>
<b>TAB 2</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>DIRECTORY OF PRINCIPALS (Role/Firm/Name/Telephone)</b>
	<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
<b>TAB 3</b>	<input type="checkbox"/>	<input type="checkbox"/>	<b>LETTERS OF ASSURANCE (A, B, CA, CB)</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"/>	Fire Suppression System
	<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"/>	_____ (other)
	<input type="checkbox"/>	<input type="checkbox"/>	_____ (other)

**TAB 4         PROFESSIONAL REVIEW LETTERS**

- Alternative Solution* (Confirmation of Field Review – sealed)
- 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 – Under ground 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         CITY OF CHILLIWACK APPROVALS**

- Sprinkler Permit – Pre-occupancy Co-ordinated Review
- Fire Department Acceptance (Fire Safety Plan)
- Final Inspection (Bldg Inspector– pre-occupancy review)
- Developmental Engineering Final Inspection
- Planning Technicians Final Inspection

**TAB 9         DEFICIENCY LIST**

**Submitted by Coordinating Registered Professional**

\_\_\_\_\_  
NAME (print)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNED

\_\_\_\_\_  
ADDRESS (print)

**SCHEDULE H**

**OCCUPANCY PERMIT**

This is to certify that the building and/or project on the property identified below has been constructed under the authority of **Building Permit No. BP** \_\_\_\_\_ and is now completed.

*The issuance of this notice does not imply, nor is it intended to be a warranty that the building complies with the Building Code, the Building Bylaw, or any other Bylaw of the City of Chilliwack.*

**SITE ADDRESS:** \_\_\_\_\_

**LEGAL  
DESCRIPTION:** \_\_\_\_\_

**OWNER\*:** \_\_\_\_\_

**USE OF PERMIT:** \_\_\_\_\_

**DATE COMPLETED:** \_\_\_\_\_

*\*Indicates “owner” on title at time of issuance of Occupancy Permit*

This letter does not include any approval in respect to other authorities who may be required to approve other aspects of this building, including (but not limited to) electrical wiring, gas, private sewage disposal systems or private wells.

CITY OF CHILLIWACK  
**BUILDING DEPARTMENT**

8550 YOUNG ROAD, CHILLIWACK, B.C. V2P 8A4

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

# STOP WORK ORDER

LOCATION \_\_\_\_\_

THIS CONSTRUCTION IS IN VIOLATION OF THE CITY OF CHILLIWACK BYLAWS AND FURTHER CONSTRUCTION SHALL NOT CONTINUE UNTIL SATISFACTORY CORRECTIONS HAVE BEEN MADE.

SHOULD ANY CONSTRUCTION CONTINUE AFTER THE POSTING OF THIS NOTICE, SUCH CONSTRUCTION MAY RESULT IN PROSECUTION.

\_\_\_\_\_  
INSPECTOR

**THIS NOTICE SHALL NOT BE REMOVED  
EXCEPT WITH THE CONSENT OF THE  
AUTHORITY HAVING JURISDICTION**



CITY OF CHILLIWACK  
**BUILDING DEPARTMENT**

8550 YOUNG ROAD, CHILLIWACK, B.C. V2P 8A4

**NO  
OCCUPANCY**

LOCATION \_\_\_\_\_

THE PERMISSION TO OCCUPY THESE PREMISES IS HEREBY  
PROHIBITED UNDER THE PROVISIONS OF THE CITY OF  
CHILLIWACK BYLAWS.

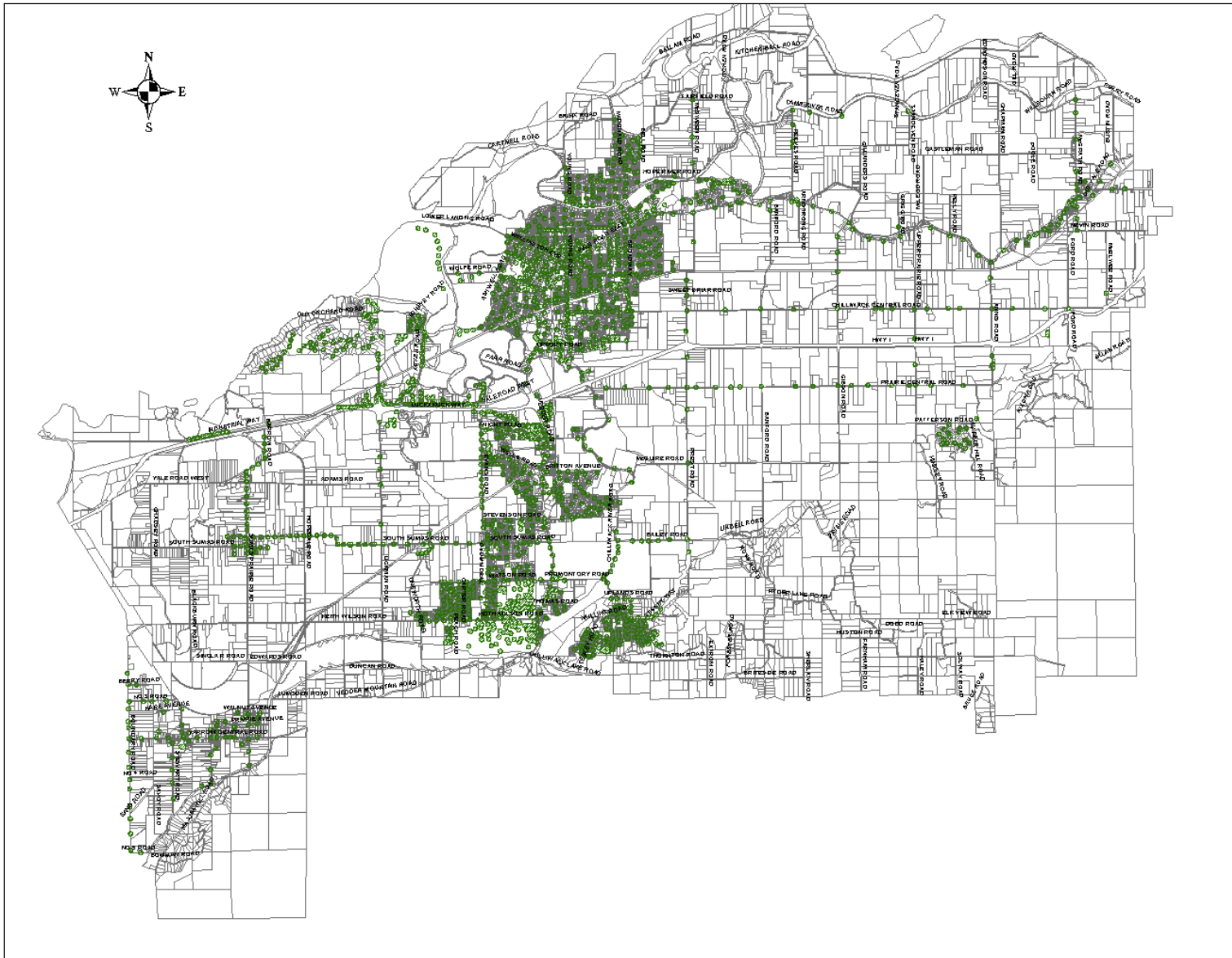
ANY PERSONS OCCUPYING THESE PREMISES AFTER THE POSTING  
OF THIS NOTICE ARE IN VIOLATION AND PROSECUTION MAY  
RESULT.

TIME: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_\_  
INSPECTOR

**THIS NOTICE SHALL NOT BE REMOVED EXCEPT WITH THE  
CONSENT OF THE AUTHORITY HAVING JURISDICTION**

**“Building Regulation Bylaw 2003, No. 2970”– Schedule “K”**



**CITY  
OF  
CHILLIWACK**

 FIRE LIMITS AREAS

**"BUILDING REGULATION  
Bylaw 2003, No 2970"**

**Schedule K -  
FIRE LIMITS AREA**

