



## RESORT MUNICIPALITY OF WHISTLER

### CONSOLIDATED BUILDING AND PLUMBING REGULATION BYLAW NO. 1617

This document has been produced for convenience of reference and is a consolidation of the following bylaws:

Bylaw No.	Bylaw Name	Date Adopted	Notes
1617	Building and Plumbing Regulation Bylaw No. 1617, 2002	January 13, 2003	
1618	Plumbing Regulation Amendment Bylaw No. 1618, 2003	April 7, 2003	
1633	Building Amendment Bylaw (Building and Plumbing Permit Fee Increase) No. 1633, 2003	June 2, 2003	Repealed September 4, 2007
1755	Building and Plumbing Amendment Bylaw No. 1755, 2006	July 17, 2006	
1810	Building Amendment Bylaw (Building and Plumbing Fee Increase) No. 1810, 2007	September 4, 2007	Repealed March 17, 2009
1897	Building Amendment Bylaw (Building and Plumbing Fee Increase) No. 1897, 2009	March 17, 2009	
1911	Building and Plumbing Regulations Amendment Bylaw 1911, 2009	June 16, 2009	
1991	Building and Plumbing Regulations Amendment Bylaw 1991, 2012	April 3, 2012	
2007	Building and Plumbing Regulation Amendment Bylaw No. 2007, 2012	August 21, 2012	
2126	Building and Plumbing Regulation Amendment Bylaw No. 2126, 2016	October 18, 2016	
2163	Building and Plumbing Regulation Amendment Bylaw No. 2163, 2017	December 5, 2017	
2197	Building and Plumbing Regulation Amendment Bylaw No. 2197, 2018	July 24, 2018	
2342	Building and Plumbing Regulation Amendment (Energy Step Code) Bylaw No. 2342, 2021	December 21, 2021	
2387	Building and Plumbing Regulation Amendment Bylaw (Zero Carbon Step Code) No. 2387, 2023	May 16, 2023	
2425	Building and Plumbing Regulation Amendment Bylaw (Fee Update) No. 2425, 2024	February 6, 2024	

Individual copies of any of the above bylaws are available from the Resort Municipality of Whistler.

**Consolidated Building and Plumbing Regulation Bylaw No. 1617**

This copy of "Building and Plumbing Regulation Bylaw No. 1617, 2002" has been consolidated and printed by the authority of the Municipal Clerk of the Resort Municipality of Whistler pursuant to Section 139 of the *Community Charter* and "Bylaw Consolidation and Revision Bylaw No. 1957, 2010".

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
Caitlin Hodgson  
Acting Corporate Officer

**RESORT MUNICIPALITY OF WHISTLER**  
**CONSOLIDATED BUILDING AND PLUMBING REGULATION BYLAW NO. 1617, 2002**

**BEING A BYLAW TO REGULATE BUILDING AND PLUMBING FOR THE RESORT MUNICIPALITY OF WHISTLER**

Amended  
by Bylaw  
No. 2163

WHEREAS section 8(3)(l) of the *Community Charter* authorizes the Resort Municipality of Whistler, to regulate the construction, alteration, repair, or demolition of buildings and structures by bylaw;

AND WHEREAS the Province of British Columbia has adopted a building code to govern standards in respect of the construction, alteration, repair and demolition of buildings in municipalities and regional districts in the Province;

NOW THEREFORE the Council of the Resort Municipality of Whistler, in open meeting assembled, enacts as follows:

**1. TITLE**

- 1.1 This bylaw may be cited for all purposes as the “Building and Plumbing Regulation Bylaw No. 1617, 2002”.

**2. DEFINITIONS**

- 2.1 In this bylaw:

The following words and terms have the meanings set out in section 1.1.3.2 of the *Building Code*: *assembly occupancy, building, building area, building height, business and personal services occupancy, care or detention occupancy, constructor, coordinating registered professional, designer, field review, high hazard industrial occupancy, industrial occupancy, low hazard industrial occupancy, major occupancy, mercantile occupancy, medium hazard industrial occupancy, occupancy, owner, plumbing contractor, plumbing system, registered professional, and residential occupancy.*

*Agent* means a person authorized by the *owner* to apply for and obtain a building permit, by way of a written authorization in the form of Schedule A to this bylaw.

*BCBC* means *British Columbia Building Code*.

*Building Code* means the British Columbia *Building Code* as adopted by the Minister pursuant to section 692 (1) of the *Local Government Act*, as amended or re-enacted from time to time.

*Building official* means a person designated by the Resort Municipality of Whistler to administer this bylaw, who is:

- (a) a member of the Architectural Institute of British Columbia or the Association of Professional Engineers and Geoscientists of British Columbia; or
- (b) a member of the Building Officials' Association of British Columbia and who, after February 28, 2021 or any later date specified by regulation as the effective date of Section 10 of the Building Act, has the qualifications described in Section 11 of the Building Act.

*Common Property* has the meaning prescribed in the *Strata Property Act*.

*Complex building* means:

- (a) *all buildings* used for *major occupancies* classified as

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- (i) *assembly occupancies*,
  - (ii) *care or detention occupancies*,
  - (iii) *high hazard industrial occupancies*, and
- (b) all *buildings* exceeding 600 square meters in *building area* or exceeding three storeys in *building height* used for major occupancies classified as
- (i) *residential occupancies*,
  - (ii) *business and personal services occupancies*,
  - (iii) *mercantile occupancies*, or
  - (iv) *medium and low hazard industrial occupancies*
- (c) all tenant improvements in *complex buildings* except where the *owner* provides the *building official* with evidence to demonstrate such requirement is unnecessary.

*Energy Step Code* means the energy performance standards set out in Subsection 9.36.6 of the *Building Code*, and a reference to a numbered step in the *Energy Step Code* is a reference to a step established in that Subsection.

*GHG* means greenhouse gas emissions.

*Health and safety aspects of the work* means design and construction regulated by Part 3, Part 4, and sections 7.1, 7.3, 7.4, 7.5, 7.6, 7.7, 9.4, 9.8, 9.9, 9.10, 9.12, 9.13, 9.14, 9.15, 9.18, 9.19, 9.20, 9.21, 9.22, 9.23, 9.24, 9.25, 9.31, 9.32, 9.34, 9.35, and 9.36 of Part 9 of the *Building Code*.

*Plumbing fixture* means: water closet, sink, lavatory, bathtub, shower, hot water tank, clothes washer, dish washer, floor drain, roof drain, water heater, oil and grease interceptor, sump, floor drain, catch basin, backflow prevention device, vacuum breaker and any similar appliance which is connected to sanitary drain water supply or internal rain water leader.

*Standard building* means a *building* of three storeys or less in *building height*, having a *building area* not exceeding 600 square meters and used for *major occupancies* classified as

- (a) *residential occupancies*,
- (b) *business and personal services occupancies*,
- (c) *mercantile occupancies*, or
- (d) *medium and low hazard industrial occupancies*.

*Owner* includes, except in the definition of the term *agent*, the *owner's agent*.

*Structure* means a construction or portion thereof of any kind, whether fixed to, supported by or sunk into land or water, but specifically excludes landscaping, fences, paving and retaining *structures* less than 1.5 meters in height.

*Zero Carbon Step Code* means the greenhouse gas emission performance standard set out in Subsections 9.37 and 10.3 of the BC Building Code, and a reference to a numbered Emissions Level is a reference to Tables 9.37.1.3 and 10.3.1.3 of the respective subsections.

### 3. PURPOSE OF THIS BYLAW

- 3.1 This bylaw shall, notwithstanding any other provision herein, be interpreted in accordance with this section.
- 3.2 This bylaw has been enacted for the purpose of regulating construction within the Resort Municipality of Whistler in the general public interest. The activities undertaken by or on behalf of the Resort Municipality of Whistler pursuant to

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this bylaw are for the sole purpose of providing a limited and interim spot checking function for reasons of health, safety and the protection of persons and property. It is not contemplated nor intended, nor does the purpose of this bylaw extend:

- 3.2.1 to the protection of *owners*, owner/builders or *constructors* from economic loss;
- 3.2.2 to the assumption by the Resort Municipality of Whistler or any *building official* of any responsibility for ensuring the compliance by any *owner*, his or her representatives or any employees, *constructors* or *designers* retained by him or her, with the *Building Code*, the requirements of this bylaw and other applicable enactments respecting safety;
- 3.2.3 to providing any person a warranty of design or workmanship with respect to any *building* or *structure* for which a permit including an occupancy permit is issued under this bylaw;
- 3.2.4 to providing a warranty or assurance that construction undertaken pursuant to building permits issued by the Resort Municipality of Whistler is free from latent, or any defects.

#### **4. PERMIT CONDITIONS**

- 4.1 A permit is required whenever work regulated under this bylaw is to be undertaken.
- 4.2 The issuance of a permit under this bylaw and the acceptance or review of plans, drawings and supporting documents shall in no way serve to 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 respecting safety.
- 4.3 No inspections or observations made by or on behalf of the Resort Municipality of Whistler shall serve to relieve the *owner* or his or her *agents* from full and sole responsibility to perform the work in strict accordance with this bylaw, the *Building Code* and other applicable enactments respecting safety.
- 4.4 It shall be the full and sole responsibility of the *owner* (and where the *owner* is acting through an *agent*, the *agent*) to carry out the work in respect of which the permit was issued in compliance with the *Building Code* and this bylaw and other applicable enactments respecting safety.
- 4.5 Neither the issuance of a permit under this bylaw nor the acceptance or review of plans, drawings or specifications or supporting documents, nor any inspections made by or on behalf of the Resort Municipality of Whistler constitute in any way a representation, warranty, assurance or statement that the *Building Code*, this bylaw and other applicable enactments respecting safety have been complied with.
- 4.6 No person shall rely upon any permit as establishing compliance with this bylaw or assume or conclude that this bylaw has been administered or enforced according to its terms. The person to whom the building permit is issued and his or her *agents* are responsible for making such determination.

#### **5. SCOPE AND EXEMPTIONS**

- 5.1 This bylaw applies to the design, construction and *occupancy* of new *buildings* and *structures*, and the alteration, reconstruction, demolition, removal,

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relocation and *occupancy* of existing *buildings, structures* and *plumbing systems*.

5.2 This bylaw does not apply to *buildings* or *structures* exempted by Part 1 of the *Building Code* except as expressly provided herein, nor to retaining *structures* less than 1.5 meters in height.

5.3 *Deleted.*

## 6. PROHIBITIONS

6.1 No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the *occupancy* of any *building, structure* or *plumbing system* including excavation or other work related to construction unless a *building official* has issued a valid and existing permit for the work.

6.2 No *owner* shall occupy or use or permit others to *occupancy* or use any building or *structure* unless a valid and existing occupancy permit has been issued by a *building official* for the building or *structure*, or contrary to the conditions of any permit issued or any notice given by a *building official*.

6.3 No person shall knowingly submit false or misleading information to a *building official* in relation to any permit application or construction undertaken pursuant to this bylaw.

6.4 No person shall, unless authorized in writing by a *building official*, reverse, alter, deface, cover, remove or in any way tamper with any notice, permit or certificate posted upon or affixed to any building or *structure* pursuant to this bylaw.

6.5 No *owner* shall do any work or permit others to do any work that is substantially at variance with the approved descriptions, plans and specifications of a building, *structure*, or other works for which a permit has been issued, unless that variance has been accepted in writing by a *building official*.

6.6 No person shall obstruct the entry of a *building official* or other authorized official of the Resort Municipality of Whistler on property in the administration of this bylaw.

## 7. BUILDING OFFICIALS

7.1 Each *building official* may:

7.1.1 administer this bylaw;

7.1.2 keep records of permit applications (so long as the building permit is issued within 6 months of receipt of the application), permits, notices and orders issued, inspections and tests made, and may retain copies of all papers and documents connected with the administration of this bylaw or microfilm or digital copies of such documents.

7.1.3 establish whether the methods or types of construction and types of materials used in the construction of a building or *structure* for which a permit is sought under this bylaw substantially conform with the requirements of the *Building code*.

7.2 *A building official:*

- 7.2.1 may enter any land, *building*, *structure*, or premises at any reasonable time for the purpose of ascertaining that the regulations of this bylaw are being observed;
  - 7.2.2 where any *building* or *structure* is occupied, shall obtain the consent of the occupant or provide written notice to the occupant not less than 24 hours in advance of entry; and
  - 7.2.3 shall carry proper credentials confirming his or her status as a *building official*.
- 7.3 *A building official* may order the correction of any work which is being done or has been done in contravention of this bylaw.
- 7.4 *A building official* may determine, for the purposes of the Solar Hot Water Ready Regulation B.C Reg. 101/2011, whether building site conditions permit effective use of solar hot water heating.

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**8. APPLICATIONS**

- 8.1 Every *owner* shall apply for and obtain:
- 8.1.1 an excavation permit before excavating or preparing the site for foundation forms and installing services related to the construction of a building or *structure*;
  - 8.1.2 a building permit before constructing or altering a building or *structure*;
  - 8.1.3 a plumbing permit before constructing or altering a plumbing system;
  - 8.1.4 a moving permit before moving a building or *structure*;
  - 8.1.5 a demolition permit before demolishing a building or *structure*;
  - 8.1.6 a fireplace and chimney permit prior to the construction of a masonry fireplace or the installation of a wood burning appliance.
- 8.2 Applications for any permits required in accordance with this bylaw shall be made using forms provided by the Resort Municipality of Whistler.
- 8.3 All plans submitted with permit applications shall bear the name and address of the designer of the building or *structure*.
- 8.4 Each building or *structure* to be constructed on a site requires a separate building permit and shall be assessed a separate building permit fee based on the value of that building or *structure* as determined in accordance with Schedule B to this bylaw, except where a *building official* determines that a single permit may be issued in respect of more than one building.

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- 8.5 Each plumbing system to be constructed on a site requires a separate plumbing permit for each building and shall be assessed a separate plumbing permit fee determined in accordance with Schedule B to this bylaw.

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- 8.6 *Deleted.*

## 9. APPLICATIONS FOR COMPLEX BUILDINGS

- 9.1 An application for a building permit with respect to a *complex building* shall;

- 9.1.1 be signed by the *owner* or *agent* or a signing officer if the *owner* is a corporation, and the *coordinating registered professional*;

- 9.1.2 be accompanied by the *owner's* acknowledgment of responsibility and undertakings made in the form attached as Schedule C to this bylaw, signed by the *owner*, or a signing officer if the *owner* is a corporation;

- 9.1.3 include a copy of a title search made within 30 days of the date of the application;

- 9.1.4 include the *owner's* estimate of the value of construction for the purpose of calculating the building permit fee, which shall be the estimate of the *owner's* registered professional or, at the *owner's* option, the estimate of a qualified quantity surveyor;

- 9.1.5 include a site plan showing:

- 9.1.5.1 the bearing and dimensions of the parcel taken from the registered subdivision plan;

- 9.1.5.2 the legal description and civic address of the parcel;

- 9.1.5.3 the location and dimensions of all statutory rights of way, easements and setback requirements;

- 9.1.5.4 the location and dimensions of all existing and proposed *buildings* or *structures* on the parcel;

- 9.1.5.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse where the Resort Municipality of Whistler's land use regulations establish siting requirements related to flooding;

- 9.1.5.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of the underside of the floor system of a building or *structure* where the Resort Municipality of Whistler's land use regulations establish siting requirements related to minimum floor elevation; and

- 9.1.5.7 the location, dimensions and gradient of parking and driveway access;

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9.1.5.8 the *building official* may waive the requirements for a site plan, in whole or in part, where the permit is sought for the alteration of an existing building or *structure*.

9.1.6 include floor plans showing the dimensions and uses of all areas: the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size, and opening of windows; floor, wall, and ceiling finishes; plumbing systems including *plumbing fixtures*; structural elements; and stair dimensions.

9.1.7 include a cross section through the building or *structure* illustrating foundations, drainage, ceiling heights and construction systems;

9.1.8 include elevations of all sides of the building or *structure* showing finish details, roof slopes, windows, doors and finished grade;

9.1.9 include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or *structure* substantially conforms to the *Building Code*.

9.1.10 include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approval.

9.1.11 a include a letter of assurance in the form of Schedule A as referred to in Section 2.2.7 of Division C – Part 2 of the *Building Code*, signed by the *owner*, or a signing officer if the *owner* is a corporation, and the *coordinating registered professional*.

9.1.12 include letters of assurance in the form of schedules B and C-A as referred to in Section 2.2.7 of Division C – Part 2 of the *Building Code*, each signed by such registered professionals as the *building official* or *Building Code* may require to prepare the design for and conduct field reviews of the construction of the building or *structure*;

9.1.13 include two sets of drawings at a suitable scale of the design but not less than 1/8 inch to the foot prepared by each registered professional and including information set out in sections 9.1.5 through 9.1.8 of this bylaw;

9.2 In addition to the requirements of section 9.1 of this bylaw, the following may be required by a *building official* to be submitted with a building permit application for the construction of a *complex building* or *structure* or where siting circumstances warrant:

9.2.1 site servicing drawings, including sufficient detail of off-site services to indicate locations in relation to property lines, prepared and sealed by a registered professional, in accordance with standards set out in the Resort Municipality of Whistler's subdivision servicing bylaw:

9.2.2 a section through the site showing grades, *buildings*, *structures*, parking areas and driveways;

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9.2.3 any other information required to establish substantial compliance with this bylaw, the *Building Code* and other bylaws and enactments relating to the building or *structure*.

9.3 An application for a plumbing permit with respect to a *complex building* shall;

9.3.1 be signed by the *owner*, or a signing officer if the *owner* is a corporation, and the plumbing contractor.

9.4 An application for a building permit under section 9.1 that involves work on common property of a strata corporation shall be accompanied by the consent of the strata corporation in the form of Schedule O to this bylaw.

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## 10. APPLICATIONS FOR STANDARD BUILDINGS

10.1 An application for a building permit with respect to a *standard building* shall;

10.1.1 be signed by the *owner* or his or her *agent*, or a signing officer if the *owner* is a corporation.

10.1.2 be accompanied by the *owner's* acknowledgment of responsibility and undertakings made in the form attached as Schedule C to this bylaw, signed by the *owner*, or a signing officer if the *owner* is a corporation;

10.1.3 include a copy of a title search made within 30 days of the date of the application;

10.1.4 include the *owner's* estimate of the value of construction for the purpose of calculating the building permit fee, which may be the *owner's* own estimate, the estimate of the *owner's* registered professional if a registered professional has prepared the building design, or the estimate of a qualified quantity surveyor;

10.1.5 include a site plan showing:

10.1.5.1 the bearing and dimensions of the parcel taken from the registered subdivision plan;

10.1.5.2 the legal description and civic address of the parcel;

10.1.5.3 the location and dimensions of all statutory rights of way, easements and setback requirements;

10.1.5.4 the location and dimensions of all existing and proposed *buildings* or *structures* on the parcel;

10.1.5.5 setbacks to the natural boundary of any lake, swamp, pond or watercourse where the Resort Municipality of Whistler's land use regulations establish siting requirements related to flooding;

10.1.5.6 the existing and finished ground levels to an established datum at or adjacent to the site and the geodetic elevation of the underside of the floor system of a building or *structure* where the Resort Municipality of Whistler's land use regulations establish siting requirements related to minimum floor elevation; and

10.1.5.7 the location, dimensions and gradient of parking and driveway access;

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- 10.1.6 the *building official* may waive the requirements for a site plan, in whole or in part, where the permit is sought for the alteration of an existing building or *structure*.
- 10.1.7 include floor plans showing the dimensions and uses of all areas: the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size, and opening of windows; floor, wall, and ceiling finishes; *plumbing fixtures*; structural elements; and stair dimensions.
- 10.1.8 include a cross section through the building or *structure* illustrating foundations, drainage, ceiling heights and construction systems;
- 10.1.9 include elevations of all four aspects of the building or *structure* showing finish details, roof slopes, windows, doors and finished grade;
- 10.1.10 include a roof plan and roof height calculations;
- 10.1.11 include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or *structure* substantially conforms to the Building Code.
- 10.1.12 include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approval.
- 10.1.13 include structural design including foundation design prepared by a registered professional in accordance with Part 4 of the Building Code accompanied by letters of assurance in the form of schedules "B" and "C-A" as referred to in Section 2.2.7 of Division C – Part 2 of the Building Code, signed by the registered professional.
- 10.1.14 the requirements of section 10.1.12 of this bylaw may be waived by a *building official* in circumstances where the *owner* has provided the *building official* with evidence that a building or *structure* is not subject to snow loads.
- 10.1.15 include two sets of drawings at a suitable scale of the design prepared by each registered professional and including information set out in sections 10.1.6 through 10.1.10 and section 10.1.12 of this bylaw;

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- 10.2 In addition to the requirements of section 10.1 of this bylaw, the following may be required by a *building official* to be submitted with a building permit application for the construction of a *standard building* where the project involves two or more *buildings*, which in the aggregate building area total more than 1000 square meters, or two or more *buildings* that will contain four or more dwelling units, or otherwise where the complexity of the proposed *building* or *structure* or siting circumstances warrant:
  - 10.2.1 site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a registered professional, in accordance with the Resort Municipality of Whistler's subdivision servicing bylaw;
  - 10.2.2 a section through the site showing grades, *buildings*, *structures*, parking areas and driveways;
  - 10.2.3 structural, electrical, mechanical or fire suppression drawings prepared and sealed by a registered professional;

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- 10.2.4 letters of assurance in the form of schedules "B" and "C-A" as referred to in Section 2.2.7 of Division C – Part 2 of the Building Code, each signed by such registered professionals as the *building official* or Building Code may require;
  - 10.2.5 any other information required by the *building official* or the Building Code to establish substantial compliance with this bylaw, the Building Code and other bylaws and enactments relating to the building or *structure*.
- 10.3 An application for a building permit under section 10.1 that involves work on common property of a strata corporation shall be accompanied by the consent of the strata corporation in the form of Schedule O to this bylaw.

## 11. PROFESSIONAL PLAN CERTIFICATION

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- 11.1 The letters of assurance in the form of schedules "B" and "C-A" as referred to in Section 2.2.7 of Division C – Part 2 of the Building Code and provided pursuant to sections 9.1.11, 9.1.12, 10.1.13, and 10.2.4 and 16.1 of this bylaw are relied upon by the Resort Municipality of Whistler and its *building officials* as certification that the design and plans to which the letters of assurance relate comply with the Building Code and other applicable enactments respecting safety.
- 11.2 A building permit issued for the construction of a *complex building*, or for a *standard building* for which a *building official* required registered professional design pursuant to section 16.1 of this bylaw and letters of assurance pursuant to section 10.2.4 of this bylaw shall be in the form of Schedule D to this bylaw.
- 11.3 A building permit issued pursuant to section 11.2 of this bylaw shall include a notice to the *owner* that the building permit is issued in reliance upon the certification of the registered professionals that the design and plans submitted in support of the application for the building permit comply with the Building Code and other applicable enactments relating to safety.
- 11.4 When a building permit is issued in accordance with section 11.2 of this bylaw the permit fee shall be reduced by 5% of the fees payable pursuant to Schedule B to this bylaw, up to a maximum reduction of \$500.00 (five hundred dollars).

## 12. FEES AND CHARGES

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- 12.1 In addition to applicable fees and charges required under other bylaws, a permit fee, calculated in accordance with Schedule B to this bylaw, shall be paid in full upon issuance of any permit under this bylaw.
- 12.2 An application made for a building permit shall be accompanied by the appropriate plan processing fee as set out in Schedule B to this bylaw.
  - 12.2.1 The plan processing fee is non-refundable and shall be credited against the building permit fee at the time of permit issuance.
  - 12.2.2 An application shall be cancelled and the plan processing fee forfeited if:
    - 12.2.2.1 the building permit has not been issued and the permit fee paid within 180 days of date of written notification to the *owner* or the *owner's agent* that the permit is ready for issuance;

- 12.2.2.2 the *owner* or *owner's agent* has been requested to provide additional information to complete the application in accordance with section 9 or section 10 of this bylaw or the *Building Code*, and the requested information has not been provided within the time indicated by the *building official* in requesting the additional information; or
    - 12.2.2.3 the *owner* or *owner's agent* advises the Resort Municipality of Whistler in writing that the applicant wishes to abandon the application.
  - 12.2.3 When an application is cancelled the plans and related documents submitted with the application may be destroyed.
  - 12.2.4 Plan processing fees do not apply to permits other than building permits.
- 12.3 The *owner* may obtain a refund of the permit fees set out under Schedule B to this bylaw when a permit is surrendered and cancelled before any construction begins provided:
  - 12.3.1 the refund shall not include the plan processing fee paid pursuant to section 12.2 of this bylaw;
  - 12.3.2 the refund shall be 90% of the balance of the permit fee calculated in accordance with Schedule B to this bylaw after deducting the fee set out under section 12.2 of this bylaw;
  - 12.3.3 no refund shall be made where construction has begun or an inspection has been made.
- 12.4 Where, due to noncompliance with the provisions of this bylaw, more than two inspections are necessary when one inspection is normally required, for each inspection after the second inspection, an inspection charge as set out in Schedule B to this bylaw shall be paid prior to additional inspections being performed.
- 12.5 For a required permit inspection requested to be done after the hours during which the offices of the Resort Municipality of Whistler are normally open, an inspection charge as set out in Schedule B to this bylaw shall be payable based on the time actually spent in making such inspection, including any traveling time and any administrative costs associated with the inspection.
- 12.6 An inspection charge as set out in Schedule B to this bylaw shall be payable in advance for a voluntary inspection to establish compliance of or to obtain a written report on the status of an existing building or *structure*.
- 12.7 Fees for miscellaneous services related to the administration of this bylaw and related enactments shall be charged at an hourly rate in accordance with charges as set out in Schedule B to this bylaw.
- 12.8 Where the proposed work includes excavation or construction on lands within 10 meters of a municipal roadway, sewer, drain, water main or other municipal work, the applicant shall pay to the Resort Municipality of Whistler the highway use, clearing and inspection fee set out in Schedule B to this bylaw.
- 12.9 An applicant shall ensure that the construction authorized by a building permit is carried out in such a manner as to minimize damage to any municipal roadway, sewer, drain, water main or other municipal work, and shall clear from the municipal roadway on at least a daily basis all soil and similar

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material that may accumulate due to construction activity and interfere with the use of the highway.

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Bylaw No.  
1991

12.10 An applicant may apply to the Resort Municipality of Whistler for refund of a fee paid under section 12.8 upon completion of the construction authorized by the building permit, or upon cancellation of the building permit without construction having commenced, but no such application may be made later than two years following the date of issuance of the building permit. The application shall be in the form prescribed for that purpose by a *building official*, and the Resort Municipality of Whistler shall refund the fee, less a \$58.78 inspection charge, if a *building official* has inspected the municipal roadway, sewer, drain, water main or other municipal works and is satisfied that the applicant has not caused any damage to the municipal works and has cleared and restored the highway such that all evidence of construction activity has been removed.

Amended by  
Bylaw No.  
1991

12.11 If a *building official* is not satisfied that the applicant has caused no damage to municipal works and cleared and restored the highway, the Resort Municipality of Whistler may also retain such portion of the fee paid under section 12.8 as may correspond to the cost to the Resort Municipality of Whistler to repair the damage or clear or restore the highway, and refund the balance to the applicant.

Amended by  
Bylaw No.  
1991

12.12 If a *building official* determines that the fee paid by the applicant, less the inspection charge, is insufficient to pay the cost to the Resort Municipality of Whistler repairing damage to municipal works or clearing and restoring the highway, the permit holder shall pay the balance of the cost to the Resort Municipality of Whistler within 30 days of receipt of an invoice for such costs, and a *building official* may withhold any occupancy permit in respect of the construction authorized by the permit if the damage remains unrepaired so as to create a health or safety hazard.

Amended by  
Bylaw No.  
1991

12.13 The payment of a fee under this section does not entitle an applicant or any other person to use or occupy any highway of the Resort Municipality of Whistler with any temporary or permanent *structure*, but the applicant may use the highway immediately abutting the construction site for the unloading of vehicles associated with the construction activity and for the temporary placement of construction materials, but not the storage of materials or for the parking of vehicles other than such parking as is generally permitted by the bylaws of the Resort Municipality of Whistler.

Amended by  
Bylaw No.  
2387

### 13. ENERGY STEP CODE AND ZERO CARBON STEP CODE

13.1. Effective January 1, 2024, but subject to section 4 of this Bylaw:

- 13.1.1. Any single family, residential building, including auxiliary buildings must be designed and constructed to meet the minimum performance requirements specified in Step 4 of the Energy Step Code.
- 13.1.2. Any single family, duplex or townhouse residential building, including auxiliary buildings which is located on land in respect of which Council has after January 1, 2024 approved an owner-initiated application to amend the Zoning Bylaw to increase permitted density of residential development, or permit additional uses, must be designed and constructed to meet the minimum performance requirements specified in Step 5 of the Energy Step Code.
- 13.1.3. Any single family, duplex or townhouse residential building, including auxiliary buildings which includes the construction of "in-

ground basement floor area" that is excluded from gross floor area calculations under Part 5 of the Zoning Bylaw must be designed and constructed to meet the minimum performance requirements specified in Step 5 of the Energy Step Code.

- 13.1.4. Any residential *complex building* including auxiliary buildings regulated by Part 3 of the *BCBC* must be designed and constructed to meet the minimum performance requirements specified in Step 3 of the Energy Step Code.
- 13.1.5. Any single family, duplex or townhouse residential building, including auxiliary buildings regulated by Part 9 of the *BCBC* must be designed and constructed to meet the minimum performance requirements specified by Emissions Level three (EL-3) of the Zero Carbon Step Code.
- 13.1.6. Any *complex building* including auxiliary buildings regulated by Part 3 of the *BCBC* must be designed and constructed to meet the minimum performance requirements specified by Emissions Level three (EL-3) of the Zero Carbon Step Code.

#### 14. BUILDING PERMITS

##### 14.1 When:

- 14.1.1 a completed application including all required supporting documentation has been submitted;
- 14.1.2 the *owner* has signed the form attached as Schedule C to this bylaw acknowledging and accepting his or her responsibilities in accordance with sections 9.1.2 and 10.1.2 of this bylaw.
- 14.1.3 the proposed work set out in the application substantially conforms with the *Building Code*, this bylaw and all other applicable bylaws and statutes;
- 14.1.4 the *owner* or his or her *agent* has paid all applicable fees prescribed in accordance with section 12.1 of this bylaw and deposited the security prescribed in accordance with section 12.8 of this bylaw;
- 14.1.5 the *owner* or his or her *agent* has paid all charges and met all requirements imposed by any other enactment or bylaw;
- 14.1.6 no enactment, covenant, agreement or regulation in favour or, or regulation of, the Resort Municipality of Whistler authorizes a permit to be withheld;
- 14.1.7 the *owner* has retained a professional engineer or geoscientist if required by the provisions of the Engineers and Geoscientists Act;
- 14.1.8 the *owner* has retained an architect if required by the provisions of the Architects Act; a *building official* shall issue the permit for which the application is made.

- 14.2 When the application is in respect of a new building that includes, or will include, a residential occupancy, the building permit shall not be issued unless the *owner* provides evidence pursuant to section 30 (1) of the *Homeowner Protection Act* that the proposed building:

14.2.1 is covered by home warranty insurance, and

14.2.2 the constructor is a licensed residential builder.

14.3 Section 14.2 of this bylaw does not apply if the *owner* is not required to be licensed and to obtain home warranty insurance in accordance with sections 20 (1) or 30 (1) of the *Homeowner Protection Act*.

14.4 Every permit is issued upon the condition that the permit shall expire and the rights of the *owner* under the permit shall terminate if:

14.4.1 the work authorized by the permit is not commenced within 12 months from the date of issuance of the permit; or

14.4.2 work is discontinued for a period of 12 months.

14.5 A *building official* may extend the period of time set out under sections 14.4.1 and 14.4.2 of this bylaw where construction has not been commenced or where construction has been discontinued due to adverse weather, strikes, material or labour shortages or similar hardship beyond the *owner's* control.

14.6 When a permit has expired before the works encompassed in the scope of the permit have been completed and an occupancy permit has not been issued the *owner* shall obtain a new permit to complete the work.

14.7 A *building official* may issue an excavation permit in the form of Schedule F to this bylaw as a portion of a building permit prior to the issuance of a building permit.

14.8 A *building official* may issue a foundation permit in the form of Schedule G to this bylaw as a portion of a building permit prior to the issuance of a building permit.

14.9 A *building official* may issue a building permit for a portion of a building or *structure* before the plans and specifications for the entire building or *structure* have been accepted, provided sufficient information has been provided to the Resort Municipality of Whistler to demonstrate to the *building official* that the portion authorized to be constructed substantially complies with this and other applicable bylaws and the permit fee applicable to that portion of the building or *structure* has been paid. The issuance of the permit notwithstanding, the requirements of this bylaw apply to the remainder of the building or *structure* as if the permit for the portion of the building or *structure* had not been issued.

14.10 When a site has been excavated under an excavation permit issued under section 14.7 of this bylaw or a foundation has been constructed for a foundation permit issued under section 14.8 of this bylaw and a building permit is subsequently not issued or an existing building permit has expired in accordance with the requirements of section 14.4 of this bylaw, but without construction of the building or *structure* for which the building permit was issued having commenced, the *owner* shall remove any work and fill in the excavation and restore the original gradients of the site within 60 days of being served notice by the Resort Municipality of Whistler to do so.

## 15. DISCLAIMER OF WARRANTY OR REPRESENTATION

15.1 Neither the issuance of a permit under this bylaw, the review and acceptance of the drawings, plans and specifications, nor inspections made by a *building official*, shall constitute a representation or warranty that the Building Code or this bylaw have been complied with or that the building or *structure* meet any



standard of materials and workmanship, and no person shall rely on any of those acts as establishing compliance with the Building Code or this bylaw or any standard of construction.

## 16. PROFESSIONAL DESIGN AND FIELD REVIEW

Amended by  
Bylaw No.  
2163

16.1 When a *building official* considers that the site conditions, size or complexity of a development or an aspect of a development warrant, he or she may require registered professional design and plan certification and field review in the form of schedules “B”, “C-A” (where applicable) and “C-B” referred to in Section 2.2.7 of Division C – Part 2 of the *Building Code*.

Amended by  
Bylaw No.  
2163

16.2 Prior to the issuance of an occupancy permit for a *complex building* or *standard building* in circumstances where letters of assurance have been required in accordance with sections 9.1.11, 9.1.12, 10.1.13, 10.2.4 or 16.1 of this bylaw, the *owner* shall provide the Resort Municipality of Whistler with letters of assurance in the form of schedules Schedules “C-A” or “C-B”, as appropriate, referred to in Section 2.2.7 of Division C – Part 2 of the *Building Code* or, where applicable, Schedule H to this bylaw for the assurance of professional design and field review for site servicing.

16.3 When a registered professional provides letters of assurance in accordance with sections 9.1.11, 9.1.12, 10.1.13, 10.2.4 or 16.1 of this bylaw, he or she shall also provide proof of insurance to the *building official*.

## 17. RESPONSIBILITIES OF THE OWNER

Amended by  
Bylaw No.  
1991

17.1 Every *owner* shall ensure that all construction complies with the Building Code, this bylaw and other applicable enactments respecting safety.

17.2 *Deleted.*

17.3 Every *owner* to whom a permit is issued or the *owner’s agent* shall, during construction:

17.3.1 post and maintain the permit in a conspicuous place on the property in respect of which the permit is issued;

17.3.2 keep a copy of the building permit plans and specifications on the property and make them available when requested to so by the *building official*; and

17.3.3 post the civic address on the property in a location visible from any adjoining street.

## 18. INSPECTIONS

18.1 When a registered professional provides letters of assurance in accordance with sections 9.1.11, 9.1.12 or 16.1 of this bylaw, the Resort Municipality of Whistler will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to section 16.2 of this bylaw as assurance that the construction substantially conforms to the design and that the construction substantially complies with the Building Code, this bylaw and other applicable enactments respecting safety.

- 18.2 Notwithstanding section 18.1 of this bylaw, 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, to monitor the field reviews undertaken by the registered professionals and may issue advisory notices to the registered professional providing information pertaining to the status of their field reviews.
- 18.3 A *building official* may attend periodically at the site of the construction of standard *buildings* or *structures* to ascertain whether the *health and safety aspects of the work* are being carried out in substantial conformance with the those portions of the Building Code, this bylaw and other applicable enactments respecting safety.
- 18.4 The *owner* or his *agent* shall give not less than 48 hours notice, exclusive of Saturdays, Sundays and statutory holidays, to the Resort Municipality of Whistler when requesting an inspection and shall obtain an inspection and receive a *building official's* acceptance of the following aspects of the work prior to concealing it:
- 18.4.1 potable water service, sanitary service and storm service is installed;
- 18.4.2 foundation forms excluding the structural aspects of the foundation;
- 18.4.3 perimeter drain tiles and damp-proofing, prior to backfilling;
- 18.4.4 preparation of ground, including ground cover, when required, is complete and prior to the placing of a concrete slab;
- 18.4.5 factory built chimneys and fireplaces and solid fuel burning appliances are roughed-in;
- 18.4.6 masonry chimneys and fireplaces when;
- 18.4.6.1 the smoke chamber is complete but before the chimney is constructed;
- 18.4.6.2 the chimney is roughed-in;
- 18.4.7 framing and sheathing, excluding the structural aspects, is complete;
- 18.4.8 any underground plumbing is installed and tested;
- 18.4.9 plumbing system rough-in and test;
- 18.4.10 bathtubs, showers and site constructed shower pans and test;
- 18.4.11 insulation and vapour barrier are installed;
- 18.4.12 completed fireplaces and solid fuel burning appliances;
- 18.4.13 *plumbing fixtures*;
- 18.4.14 substantial completion of the building or *structure* or part of the building or *structure* for occupancy, but before occupancy takes place of the whole or a part of the building or *structure*.

## 19. OCCUPANCY PERMITS

- 19.1 No *owner* shall occupy or permit others to occupy a building or part of a building or *structure* until an occupancy permit has been issued in the form of Schedule I to this bylaw for complex *buildings* and in the form of Schedule J to this bylaw for standard *buildings*.
- 19.2 An occupancy permit shall not be issued by a *building official* unless:
- 19.2.1 all letters of assurance have been submitted when required in accordance with sections 9.1.11, 9.1.12, 10.1.13, 10.2.4, 16.1 and 16.2 of this bylaw.
- 19.2.2 all aspects of the work requiring inspection and acceptance pursuant to section 18.4 of this bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with section 18.1 of this bylaw.
- 19.3 A *building official* may issue an occupancy permit for a part of a building or *structure* when the part of the building or *structure* is self-contained, provided with essential services, and the requirements set out in section 19.2 of this bylaw have been met with respect to it.
- 19.4 A building official may issue an occupancy permit in the form of Schedule N in the following circumstances:
- 19.4.1 the occupancy permit is issued in respect of an existing building for the purpose of authorizing the occupancy of existing floor areas that are excluded from the calculation of gross floor area as a consequence of the enactment of Zoning Amendment Bylaw (Gross Floor Area Exclusions) No. 1992, 2012;
- 19.4.2 the building complies with all applicable provisions of the Zoning Bylaw including without limitation all provisions in respect of gross floor area or is lawfully non-conforming in respect of such provisions; and
- 19.4.3 it is not possible for the building official to inspect the building in its entirety for compliance with the Building Code as a result of construction not having been inspected during the course of construction.

Amended by  
Bylaw No.  
2007

Amended by  
Bylaw No.  
2007

Amended by  
Bylaw No.  
2007

## 20. RETAINING STRUCTURES

- 20.1 A registered professional shall undertake the design and conduct field reviews of the construction of a retaining *structure* greater than 1.5 metres in height. Sealed copies of the design plan and field review reports prepared by the registered professional for all retaining *structures* greater than 1.5 metres in height shall be submitted to a *building official* prior to acceptance of the works.

## 21. PERMITS

- 21.1 A building permit for a *standard building*, building permit for a *complex building*, demolition permit, moving permit or plumbing permit shall be in the form of Schedule D to this bylaw.

- 21.2 An excavation permit shall be in the form of Schedule F to this bylaw.
- 21.3 A foundation permit shall be in the form of Schedule G to this bylaw.
- 21.4 A fireplace and chimney permit shall be in the form of Schedule K to this bylaw.

## **22. PENALTIES AND ENFORCEMENT**

- 22.1 Every person who contravenes any provision of this bylaw commits an offense punishable on summary conviction and shall be liable to a fine of not more than \$10,000.00 (ten thousand dollars) or to imprisonment for not more than 6 months.
- 22.2 Every person who fails to comply with an order or notice issued by a *building official*, or who allows a violation of this bylaw to continue, contravenes this bylaw.
- 22.3 A *building official* may order the cessation of any work that is proceeding in contravention of the *Building Code* or this bylaw by posting a Stop Work notice in the form attached as Schedule L to this bylaw.
- 22.4 The *owner* of property or the portion of the property on which a Stop Work notice has been posted shall ensure that any construction regulated by this bylaw that is the subject of the Stop Work notice cease immediately and not resume until all applicable provisions of this bylaw have been substantially complied with and the Stop Work notice has been rescinded in writing by a *building official*.
- 22.5 Where a person occupies a building or *structure* or part of a building or *structure* in contravention of section 6.2 of this bylaw a *building official* may post a Do Not Occupy notice in the form attached as Schedule M to this bylaw on the affected part of the building or *structure*.
- 22.6 The *owner* of property or a portion of a property on which a Do Not Occupy notice has been posted shall ensure that the occupancy of the building or *structure* or the portion of the building or *structure* ceases immediately and that no further occupancy takes place until all applicable provisions of the *Building Code* and this bylaw have been substantially complied with and the Do Not Occupy notice has been rescinded in writing by a *building official*.
- 22.7 Every *owner* who commences work or permits any person to commence work requiring a permit in accordance with this bylaw without first obtaining such permit shall, if a Stop Work notice has been issued by a *building official*, pay double the permits fees set out in Schedule B to this bylaw provided that the additional permit fee shall not be more than \$2000 or less than \$500.

Amended by  
Bylaw No.  
1991

## **23. CLIMATIC DATA**

- 23.1 Climatic data for the design of a *building* or *structure* in the Resort Municipality of Whistler shall be as issued by a *building official* from time to time pursuant to section 1.1.3 of the *Building Code*.

Amended by  
Bylaw No.  
1911

## **24. SEISMIC DATA**

- 24.1 Seismic data for the design of a *building* or *structure* in the Resort Municipality of

Amended by  
Bylaw No.  
1911

Whistler shall be as issued by a *building official* from time to time pursuant to section 1.1.3 of the *Building Code*.

## **25. SWIMMING POOLS**

- 25.1 Except as prescribed in section 25.2 of this bylaw, every *structure* designed or constructed as a private swimming pool, wading pool, hot tub or spa having a depth greater than 0.75 metres at any point shall be surrounded by an enclosure not less than 1.25 metres in height. The enclosure shall be constructed surrounding the pool or pond in such a manner as to substantially render the pool or pond secure from unauthorized entry. All openings in the enclosure surrounding a pool or pond shall be in the form of a gate operated by a spring loaded hinge and latch mounted on the inside of the gate.
- 25.2 Public pools and hot tubs and spas less than 2.75 metres in horizontal dimension are exempted from the requirements of section 25.1 of this bylaw.

## **26. SITE SERVICES**

- 26.1 The minimum depth of bury for water services shall be 1.8 metres unless the *owner* provides the *building official* with evidence that a lesser depth will not increase the risk of freezing.
- 26.2 The minimum depth of bury for sanitary sewer and storm drain services shall be 1.2 metres unless the *owner* provides the *building official* with evidence that a lesser depth will not increase the risk of freezing.
- 26.3 When required by a *building official*, the *owner* or the *owner's agent* shall submit to the *building official* a record drawing showing the installation of potable water service, sanitary sewer service and storm drain service installations. The drawing shall indicate sizes and type of material, all fittings and references for cleanouts triangulated to substantially permanent landmarks such as building foundations, hydro kiosks and the like.

## **27. SURVEYOR'S OR SITE IMPROVEMENT CERTIFICATES**

- 27.1 Prior to the placing of concrete in forms for the foundations for a building or *structure* a *building official* may require that the location of the forms in relation to Land Title Office plans and B.C.L.S. monuments property lines, easements, or right of ways be established by a B.C.L.S. or a certified member of the Applied Science Technologists and Technicians of British Columbia who is registered in site improvement surveys (RSIS).
- 27.2 Prior to the occupancy of a building or *structure* a *building official* may require that the location of the foundations in relation to Land Title Office plans and B.C.L.S. monuments property lines, easements, or right of ways be established by a B.C.L.S. or a certified member of the Applied Science Technologists and Technicians of British Columbia who is registered in site improvement surveys (RSIS).
- 27.3 The site improvement surveys required in sections 27.1 and 27.2 of this bylaw shall show:

27.3.1 the shortest distances from the outer surfaces of the foundations of the building or *structure* on the property to the adjacent property lines, easements, or right of ways; and

27.3.2 the elevation of the applicable aspect of the floor system in relation to a flood reference, where the Resort Municipality of Whistler's land use regulations establish siting requirements related to flooding.

Amended by  
Bylaw No.  
1991

**28. WATER CONSERVATION PLUMBING FIXTURES - Deleted.**

**29. SEVERABILITY**

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.

Amended by  
Bylaw No.  
2126, 2425

**30. SCHEDULES**

Schedules A to O attached to this bylaw form a part of this bylaw.

**31. REPEAL**

Resort Municipality of Whistler Building Regulation Bylaw No. 1456, 2000 and Resort Municipality of Whistler Plumbing Regulation Bylaw No. 1462, 2000 are repealed.

This copy of "Building and Plumbing Regulation Bylaw No. 1617, 2002" has been consolidated and printed by the authority of the Corporate Officer of the Resort Municipality of Whistler pursuant to Section 139 of the *Community Charter* and "Bylaw Consolidation and Revision Bylaw No. 1957, 2010".

Dated this \_\_\_\_ day of \_\_\_\_\_, 202\_.

\_\_\_\_\_

# **TABLE OF SCHEDULES**

## **BUILDING AND PLUMBING REGULATION BYLAW NO. 1617, 2002**

SCHEDULE A: Owner's Authorization of Agent

Amended by  
Bylaw No. 1991;  
2126 and 2425.

SCHEDULE B: Building and Plumbing Permit Fees

SCHEDULE C: Acknowledgement of Owner or Owner's Agent

SCHEDULE D: Building, Moving, Demolition and Plumbing Permit

Deleted by  
Bylaw No. 1991

SCHEDULE E: Damage Deposit

SCHEDULE F: Excavation Permit

SCHEDULE G: Foundation Permit

SCHEDULE H: Part 1 - Assurance of Professional Design and Commitment  
for Field Review

SCHEDULE H: Part 2 - Assurance of Professional Field Review and  
Compliance of Site Servicing

SCHEDULE I: Occupancy Permit for a Complex Building

SCHEDULE J: Occupancy Permit for a Standard Building

SCHEDULE K: Fireplace and Chimney Permit

SCHEDULE L: Stop Work Notice

SCHEDULE M: Do Not Occupy Notice

Amended by Bylaw  
No. 2007

SCHEDULE N: Occupancy Permit – Limited Building Inspections

Amended by Bylaw  
No. 2126

SCHEDULE O: Strata Common Property Consent

**OWNER'S AUTHORIZATION OF AGENT**

The undersigned registered owner of land in the Resort Municipality of Whistler

legally described as

PROPERTY LEGAL DESCRIPTION

and having a civic address of

PROPERTY CIVIC ADDRESS

hereby authorizes

NAME OF AGENT

to:

1. apply for and obtain as my agent a building permit in respect of the land from the Resort Municipality of Whistler under the provisions of Building and Plumbing Regulation Bylaw No. 1617, 2002;
2. provide to the Resort Municipality as my agent all information and documents required by the bylaw for such an application;
3. execute and deliver to the Resort Municipality of Whistler, as my agent, the document entitled 'Acknowledgement of Owner or Owner's Agent' in the form of Schedule C to Building and Plumbing Regulation Bylaw No. 1617, 2002.

OWNER NAME\* (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

PLEASE LIST ALL OWNERS IF PROPERTY HAS MORE THAN ONE OWNER:

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

\*If owner is a company, please use table on page over.





# WHISTLER

## OWNER'S AUTHORIZATION OF AGENT

Page 2

PLEASE COMPLETE THE FOLLOWING IF THE OWNER IS A COMPANY:

---

---

COMPANY NAME

---

LIMITED NO.

---

NAME OF SIGNING OFFICER (PLEASE PRINT)

---

SIGNATURE OF SIGNING OFFICER

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

---

NAME OF SIGNING OFFICER (PLEASE PRINT)

---

SIGNATURE OF SIGNING OFFICER

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

---

NAME OF SIGNING OFFICER (PLEASE PRINT)

---

SIGNATURE OF SIGNING OFFICER

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

**SCHEDULE B**  
**Building and Plumbing Regulation Bylaw No. 1617, 2002**

VALUE OF CONSTRUCTION

The value of construction for a building or structure is the value of construction declared by the applicant on the building permit application or, if the Resort Municipality of Whistler is of the view that the construction value declared by the applicant is not accurate, the value based on the current edition of the Marshall and Swift Residential Cost Handbook, Marshall Valuation Service or other current valuation table reasonably appropriate to the type of construction involved.

Marshall and Swift Residential Cost Handbook basis the cost of construction on the following:

- full construction cost of the total current monetary worth of all labour;
  - includes any market labour and any unpaid labour provided by an owner or volunteer; is to be factored as if it was market labour
- all fees and costs incurred for design;
- investigative testing;
- consulting services (Architect, Structural Engineers, etc.);
- construction (all components);
- construction management;
- contractor's profit and overhead;
- sales taxes; and
- construction insurance; related to the full completion building;

BUILDING PERMIT FEES

Using the value of construction building permit fees are calculated according to TABLE 1 below.

Where the Resort Municipality of Whistler requires a professional plan certification, a discount of 5% of the building permit fee as calculated in TABLE 1 will apply, up to a maximum reduction of \$500.00.

Where work requiring a building permit in accordance with this bylaw has been started without first obtaining such a permit, the permit fees as calculated in TABLE 1 will be doubled provided that the additional permit fee shall not be more than \$2000 or less than \$500.

**TABLE 1**

Up to	\$20,000			\$15.21	per \$1000 or part thereof, minimum fee \$105.17
\$20,001	\$50,000	\$304.20	plus	\$13.62	per \$1000 or part thereof over \$20,000
\$50,001	\$100,000	\$712.92	plus	\$12.71	per \$1000 or part thereof over \$50,000
\$100,001	\$1,000,000	\$1,348.62	plus	\$10.63	per \$1000 or part thereof over \$100,000
\$1,000,001	\$5,000,000	\$10,841.22	plus	\$10.06	per \$1000 or part thereof over \$1,000,000

In addition, the following charges may apply for archiving, fire suppression systems and site servicing;

**Archiving:**

\$2.88 per sheet of building plans over 8 1/2" x 11'.

\$1.49 per sheet of building plans 8 1/2" x 11" or under.

**Fire Suppression System:**

\$159.90 per sprinkler system

**Site Servicing Inspection Fees:**

\$39.99 for the first 20 meters of potable water, sanitary sewer and storm drain services.

\$15.99 for each additional 30 meters of potable water, sanitary sewer and storm drain services.

\$39.99 for each 100 meters of drain tile.

**PLUMBING PERMIT FEES**

The fees payable for the issuance of a plumbing permit are calculated according to TABLE 2 below.

Where work requiring a permit in accordance with this bylaw has been started without first obtaining such a permit, the plumbing fees as calculated according to TABLE 2 will be doubled.

For the purpose of this bylaw, plumbing fixtures include:

Water closet, sink, lavatory, bathtub, shower, hot water tank, clothes washer, dish washer, floor drain, roof drain, water heater, oil and grease interceptor, sump, catch basin, backflow prevention device, vacuum breaker and any similar appliance which is connected to sanitary drain water supply or internal rainwater leader.

**TABLE 2**

Fixtures/Appliances:
\$23.89 per plumbing fixture
\$33.46 for each water meter
\$49.96 for each sewage pump
\$99.93 for each public swimming pool or site constructed whirlpool
Alterations to Existing Piping Systems:
\$49.96 for each 30 meters of water, sanitary or storm drain pipe installed
Minimum Fee:
A minimum fee of \$99.93 for all plumbing permits

## OTHER PERMIT FEES

### **Demolition Permit:**

\$207.87 for each demolition permit.

### **Fireplace and Chimney Permit:**

\$109.64 for each fireplace permit.

### **Moving Permit:**

\$207.87 for each moving permit within municipal boundaries

### **Foundation Permit:**

\$597.95 for each foundation permit

The Foundation permit processing fee is non-refundable.

## PLAN PROCESSING FEES

The plan processing fee is non-refundable and is due in whole or in part upon application for a building permit.

### **To Construct a New One, Two or Three Family Dwelling:**

\$597.95 for the first dwelling unit.

\$299.11 for each additional dwelling unit.

### **To construct other than a New One, Two or Three Family Dwelling:**

25% of the building permit fee.

A minimum fee of \$1,495.56 for multiple residential units.

A minimum fee of \$98.80 for other than multiple residential units.

## HIGHWAY USE, CLEARING AND INSPECTION FEE

### **Residential Buildings per Dwelling Unit:**

\$1,500.00 for the first residential unit.

\$1,000.00 for each additional residential unit.

Buildings or Structures other than Residential or for Improvements:

Using the value of construction used to determine the building permit fee, for buildings or structure other than residential or for improvements are as follows in TABLE 3:

TABLE 3

Value of Construction	Fee
up to \$50,000 in value	\$200.00
from \$50,001 to \$100,000	\$500.00
from \$100,001 to \$500,000	\$1,000.00
from \$500,000 to \$1,000,000	\$2,000.00
each additional \$1,000,000	\$1,500.00

#### BUILDING INSPECTION FEES

**More than two inspections are necessary where one inspection is normally required:**

\$73.09 for each inspection after the second inspection – to be paid prior to additional inspections being performed.

**Required permit inspection requested to be done after normal operating hours of the RMOW:**

\$73.09 per hour, billed by the quarter hour and including traveling time. A minimum charge of \$292.36.

**Voluntary Inspections:**

\$73.09 for each inspection to be paid prior to additional inspections being performed.

#### MISCELLANEOUS FEES

**Plan Revisions for any existing building permit application or building permit:**

\$73.09 per hour, billed by the quarter hour. A minimum charge of \$73.09.

**Equivalency Processing for any existing building permit application or building permit:**

\$305.68 for each equivalency.

**Covenant Preparation (Land Title Office registration fee remains the responsibility of the registered owner):**

\$73.10 per hour, billed by the quarter hour. A minimum charge of \$73.10.

**Property Record Request:**

\$36.55 per request.

**Miscellaneous Services:**

\$73.09 per hour, billed by the quarter hour, payable upon delivery of services not otherwise mentioned in this schedule.

No minimum fee for services not otherwise mentioned in this Schedule B or the Administrative Fees Bylaw No. 1575, 2004.



# WHISTLER

## ACKNOWLEDGEMENT OF OWNER OR OWNER'S AGENT

(NOTE: An agent may not apply for or obtain a building permit on behalf of an owner without having provided a written authorization by the owner, in the form provided by the Resort Municipality of Whistler for that purpose.)

I acknowledge that the owner of the land in respect of which this permit is issued is solely responsible for carrying out the work authorized by this permit in accordance with the Building Code and other applicable laws respecting safety.

I acknowledge that the Resort Municipality provides a limited monitoring service in relation to building construction and does not, by accepting or reviewing plans, inspecting construction, monitoring the inspection of construction by others, or issuing building or occupancy permits, make any representation or give any assurance that the construction authorized by this permit complies in every or any respect with the Building Code or any other applicable laws respecting safety.

If the Resort Municipality has so indicated on this permit, I acknowledge that the Resort Municipality has issued the permit in reliance on the certification of a registered professional, engaged by me to provide such a certification, that the plans for the work authorized by the permit comply with the Building Code and other applicable enactments, and that the fee for the permit has been accordingly reduced. I acknowledge that the Resort Municipality, by issuing this permit or any occupancy permit, makes no representations to me or any other person as to any such compliance.

If I am executing this acknowledgement as the agent of the owner, I represent to the Resort Municipality that:

- I am authorized by the owner to receive this permit and make these acknowledgements on the owner's behalf; and
- The owner is aware that the owner is solely responsible for carrying out the work authorized by this permit in accordance with the Building Code and other applicable laws respecting safety.

---

PROPERTY CIVIC ADDRESS

---

PERMIT NO.

---

PROPERTY LEGAL DESCRIPTION

---

OWNER OR AGENT NAME<sup>1</sup> (PLEASE PRINT)

---

OWNER OR AGENT SIGNATURE

---

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

<sup>1</sup> If more than one owner, please complete page over;  
OR, if owner is a company, please complete page over.



## ACKNOWLEDGEMENT OF OWNER OR OWNER'S AGENT

Page 2

PLEASE COMPLETE THE FOLLOWING IF PROPERTY HAS MORE THAN ONE OWNER:

---

1ST

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

2ND

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

3RD

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

4TH

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

5TH

OWNER NAME (PLEASE PRINT)

OWNER SIGNATURE

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

PLEASE COMPLETE THE FOLLOWING IF THE OWNER IS A COMPANY:

---

COMPANY NAME

LIMITED NO.

NAME OF SIGNING OFFICER (PLEASE PRINT)

SIGNATURE OF SIGNING OFFICER

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

NAME OF SIGNING OFFICER (PLEASE PRINT)

SIGNATURE OF SIGNING OFFICER

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

NAME OF SIGNING OFFICER (PLEASE PRINT)

SIGNATURE OF SIGNING OFFICER

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.





**RESORT MUNICIPALITY OF WHISTLER**

4325 BLACKCOMB WAY, WHISTLER, B.C. CANADA V0N 1B4

Tel: 604-935-8150 Fax: 604-935-8149 Toll Free: 1-866-932-5535

EMAIL: buildingdept@rmow.whistler.bc.ca WEBSITE: www.whistler.com/rmow

Permit #:

Date Printed:

Permit Type: \_\_\_\_\_

Description: \_\_\_\_\_

**Building Information:**

**Special Conditions:**

- \* 48 hours is required to book inspections.
- \* Approved plans to be on site for all inspections.
- \* Permit will expire 12 months from date of last inspection
- \* Permit number must be quoted when booking inspections.

It is understood that this Permit will be subject to full conformance with the Municipality's Building Bylaw and all other Bylaws and that the Municipality has not checked the plans in detail for conformance with the Provincial Building Code; and it is the duty of the owner to make enquiries as to such matters before commencing the works. In consideration of the granting of the Permit, I hereby agree to indemnify and release the Resort Municipality of Whistler against all claims, liabilities, judgements, costs and expenses of whatsoever kind which may in any way accrue against the said Municipality in consequence of, and incidental to, the granting of this Permit, if issued. I further agree to pay the cost of repairing any damage to public works by reason of the building operations in respect of which this Permit is applied for. If the Resort Municipality of Whistler has required Professional Certification in issuing this Permit, the Resort Municipality of Whistler has relied on the applicant's registered professional/s' certification that the plans attached to and forming part of this Permit and constructed pursuant to this Permit comply with the Building Code and other applicable enactments.

**Signature of Owner or Agent:** \_\_\_\_\_

Schedule E is deleted by Building and Plumbing Regulations  
Amendment Bylaw No. 1991, 2012.

**EXCAVATION PERMIT**

Pursuant to section 13.7 of Building and Plumbing Regulation Bylaw No. 1617, 2002

**DATE:**

---

**OWNER OR AGENT:**

---

**CIVIC ADDRESS:**

---

**LEGAL DESCRIPTION:**

---

Pursuant to section 13.7 of Building and Plumbing Regulation Bylaw No. 1617, 2002, permission is granted to:

1. Excavate the site for building foundations/complete geotechnical work.
2. Rough-in vehicular access and off street parking.
3. SITE SERVICING.

**NO FORM OF CONSTRUCTION SHALL BE COMMENCED UNTIL A BUILDING PERMIT HAS BEEN ISSUED**

It is understood that this Excavation Permit will be subject to full conformance with the Resort Municipality of Whistler Building and Plumbing Regulation Bylaw No. 1617, 2002 and all other bylaws and that no building official or representative of the Resort Municipality of Whistler has checked the plans and/or specifications in detail for conformance with the BC Building Code. It is understood that it is the duty of the owner to make inquiries as to such matters before commencing the works. In consideration of the granting of this Excavation Permit, I hereby agree to indemnify and release the Resort Municipality of Whistler against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way accrue against the said Municipality in consequence of, and incidental to, the granting of this Excavation Permit.

---

**SIGNATURE OF OWNER OR AGENT**

---

**SIGNATURE OF BUILDING OFFICIAL**

**FOUNDATION PERMIT**

Pursuant to section 13.8 of Building and Plumbing Regulation Bylaw No. 1617, 2002

**DATE:**

---

**OWNER OR AGENT:**

---

**CIVIC ADDRESS:**

---

**LEGAL DESCRIPTION:**

---

Pursuant to section 13.8 of Building And Plumbing Regulation Bylaw No. 1617, 2002,  
permission is granted to construct a foundation as part of

**BUILDING PERMIT NO.**

---

As a condition of issuing this Foundation Permit, the undersigned agrees and accepts that they are proceeding entirely at their own risk.

The undersigned further agrees and accepts that Resort Municipality of Whistler in issuing this Foundation Permit is not implying or in any way representing or warranting that the plans and specifications submitted for the building permit application have been checked in detail for conformance with the applicable regulations including Whistler Zoning Bylaw #303 and the BC Building Code. It is the duty of the owner to make inquiries as to such matters before commencing the works encompassed by this permit.

In consideration of the granting of the foundation permit, I hereby agree to indemnify and release the Resort Municipality of Whistler against any and all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way accrue against the said Municipality in consequence of, and incidental to, the granting of this Permit.

---

**SIGNATURE OF OWNER OR AGENT**

---

**SIGNATURE OF BUILDING OFFICIAL**



## ASSURANCE OF PROFESSIONAL DESIGN AND COMMITMENT FOR FIELD REVIEW

\*◇REGARDING:

---

PROPERTY CIVIC ADDRESS

---

PERMIT NO.

---

PROPERTY LEGAL DESCRIPTION

---

PROJECT DESCRIPTION

I hereby give assurance that:

- a) the design of the plans and supporting documents prepared by me in support of the application for the building permit for the site services shown on drawing number(s) \_\_\_\_\_ dated \_\_\_\_\_  
substantially comply with good engineering practices and other applicable enactments respecting safety except for construction safety aspects.
- b) I undertake to be responsible for *field reviews*§ of the referenced works during construction.
- c) I agree to submit copies of field inspection reports and a letter of Assurance of Professional Field Review and Compliance of Site Servicing to the Resort Municipality of Whistler at the completion of the works.
- d) I am a *registered professional* as defined in the British Columbia Building Code~.

\* This form must be submitted before issuance of a building permit.

◇ In this letter words in italics have the same meaning as in the BC Building Code.

§ BC Building Code defines field reviews to mean those reviews of the work

- a) at a project site of a development to which a building permit relates, and
- b) where applicable, at fabrication locations where components of the works are fabricated for use at the project site.

~ The BC Building Code defines a registered professional as:

- 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 *Engineer's and Geoscientists Act*.



**ASSURANCE OF PROFESSIONAL DESIGN  
AND COMMITMENT FOR FIELD REVIEW OF SITE SERVICES**

Page 2

- e) I also undertake to notify the *authority having jurisdiction* in writing as soon as possible if my contract for *field review* is terminated at any time during *construction*.

\_\_\_\_\_  
NAME OF REGISTERED PROFESSIONAL

\_\_\_\_\_  
SIGNATURE OF REGISTERED PROFESSIONAL

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

(Affix PROFESSIONAL SEAL here)

**CONTACT INFORMATION FOR REGISTERED PROFESSIONAL**

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

IF THE *REGISTERED PROFESSIONAL* IS A MEMBER OF A FIRM, COMPLETE THE FOLLOWING:

I am a member of the firm:

\_\_\_\_\_  
PRINT NAME OF FIRM

and sign this letter on behalf of the firm.



## ASSURANCE OF PROFESSIONAL FIELD REVIEW AND COMPLIANCE OF SITE SERVICING

\*◇REGARDING:

---

PROPERTY CIVIC ADDRESS

---

PERMIT NO.

---

PROPERTY LEGAL DESCRIPTION

---

PROJECT DESCRIPTION

I hereby give assurance that:

- a) I have fulfilled my obligations for field review as outlined in the previously submitted "ASSURANCE OF PROFESSIONAL DESIGN AND COMMITMENT FOR FIELD REVIEW for SITE SERVICES", and
- b) The components of the project substantially comply in all material respects with:
  - i) the applicable requirements of good engineering practices and other applicable enactments respecting safety, not including construction safety aspects; and
  - ii) the plans and supporting documents submitted in support of the application for the building permit.
- c) I have enclosed the final design plans and supporting documents prepared by me for this project, and
- d) I am a registered professional as defined in the British Columbia Building Code~.

---

NAME OF REGISTERED PROFESSIONAL

---

SIGNATURE OF REGISTERED PROFESSIONAL

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.

(Affix PROFESSIONAL SEAL here)

\* This form must be submitted upon completion of the project.

◇ In this letter words in italics have the same meaning as in the BC Building Code.

~ The BC Building Code defines a registered professional as:

- c) a person who is registered or licensed to practise as an architect under the *Architects Act*,  
or
- d) a person who is registered or licensed to practise as a professional engineer under the *Engineer's and Geoscientists Act*.



WHISTLER

**ASSURANCE OF PROFESSIONAL FIELD REVIEW  
AND COMPLIANCE OF SITE SERVICING**

CONTACT INFORMATION FOR REGISTERED PROFESSIONAL

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

IF THE *REGISTERED PROFESSIONAL* IS A MEMBER OF A FIRM, COMPLETE THE FOLLOWING:

I am a member of the firm:

\_\_\_\_\_  
PRINT NAME OF FIRM

and sign this letter on behalf of the firm.





## OCCUPANCY PERMIT – COMPLEX BUILDING

BUILDING PERMIT No.: \_\_\_\_\_

CIVIC ADDRESS: \_\_\_\_\_

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

PROJECT TITLE: \_\_\_\_\_

☐ ALL WORKS ENCOMPASSED BY THE BUILDING PERMIT

☐ \_\_\_\_\_  
 (PORTION OF THE BUILDING OR STRUCTURE)

**NOTE:** Where the certificate is issued for other than “all works encompassed by the building permit”, additional inspections and Occupancy Permit(s) are required.

This Occupancy Permit is issued pursuant to section 694(1) of the *Local Government Act* and section 18.2.1 of the Resort Municipality of Whistler Building and Plumbing Regulation Bylaw No. 1617, 2002. This permit confirms that all letters of assurance required in accordance with sections 9.1.10, 9.1.11, 10.1.12, 10.2.4, 15.1 and 15.2 of this bylaw have been submitted to the Resort Municipality of Whistler.

**DISCLAIMER OF WARRANTY OR REPRESENTATION**

Neither the issuance of a permit under this bylaw, the review and acceptance of the drawings, plans and specifications, nor inspections made by a building official, shall constitute a representation or warranty that the *Building Code* or this bylaw have been complied with or that the *building* or structure meet any standard of materials and workmanship, and no person shall rely on any of those acts as establishing compliance with the *Building Code* or this bylaw or any standard of construction.

\_\_\_\_\_  
SIGNATURE OF BUILDING OFFICIAL

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.



## OCCUPANCY PERMIT – STANDARD BUILDING

BUILDING PERMIT No.: \_\_\_\_\_

CIVIC ADDRESS: \_\_\_\_\_

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

PROJECT TITLE: \_\_\_\_\_

☐ ALL WORKS ENCOMPASSED BY THE BUILDING PERMIT☐ \_\_\_\_\_  
(PORTION OF THE BUILDING OR STRUCTURE)

**NOTE:** Where the certificate is issued for other than “all works encompassed by the building permit”, additional inspections and Occupancy Permit(s) are required.

This Occupancy Permit is issued pursuant to section 694(1) of the *Local Government Act* and section 18.2.1 of the Resort Municipality of Whistler Building and Plumbing Regulation Bylaw No. 1617, 2002. This permit confirms that all aspects of the work requiring inspection and acceptance pursuant to section 17.4 of this bylaw have both been inspected and accepted or the inspections and acceptance are not required in accordance with section 17.1 of this bylaw.

**DISCLAIMER OF WARRANTY OR REPRESENTATION**

Neither the issuance of a permit under this bylaw, the review and acceptance of the drawings, plans and specifications, nor inspections made by a building official, shall constitute a representation or warranty that the *Building Code* or this bylaw have been complied with or that the *building* or structure meet any standard of materials and workmanship, and no person shall rely on any of those acts as establishing compliance with the *Building Code* or this bylaw or any standard of construction.

\_\_\_\_\_  
SIGNATURE OF BUILDING OFFICIAL

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.



Pursuant to section 8.1.6 of Building and Plumbing Regulation Bylaw No. 1617, 2002

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

**OWNER OR AGENT:** \_\_\_\_\_

**CIVIC ADDRESS:** \_\_\_\_\_

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

Pursuant to section 8.1.6 of Building and Plumbing Regulation Bylaw No. 1617, 2002, permission is granted to install:

- ☐ Masonry Fireplace and Chimney (BCBC 9.22)
- ☐ Factory-Built Fireplace (ULC S610)
- ☐ Fireplace Insert (ULC S628)
- ☐ Wood Stove – Space Heater for Use With Solid Fuels (CAN/ULC B366.2 / S627)
- ☐ 650° Factory-Built Chimney (CAN/ULC S629)
- ☐ OTHER (please specify) \_\_\_\_\_

In accordance with section 17.4 of Building and Plumbing Regulation Bylaw No. 1617, 2002, the owner or his agent shall give not less than 48 hours notice, exclusive of Saturdays, Sundays and statutory holidays, to the municipality when requesting an inspection and shall obtain an inspection and receive a building official's acceptance of the following aspects of the work prior to concealing it:

- 1) after factory built chimneys and fireplaces or solid fuel burning appliances are roughed-in;
- 2) after masonry chimneys and fireplaces are roughed-in when:
  - i) the smoke chamber is complete but before the chimney is constructed;
  - ii) the chimney is roughed-in; and
  - iii) after the fireplace or solid fuel burning appliance is complete.

**DO NOT CONCEAL ANY WORK UNTIL WRITTEN APPROVAL IS RECEIVED FROM THE BUILDING OFFICIAL.**

**INSTALLATION MANUALS MUST BE ON SITE FOR ALL INSPECTIONS OF SOLID FUEL APPLIANCES.**

It is understood that this permit will be subject to full conformance with the Resort Municipality of Whistler Building and Plumbing Regulation Bylaw No. 1617, 2002 and all other bylaws and that the municipality has not checked the plans and/or specifications in detail for conformance with the *Building Code*. It is the duty of the owner to make inquiries as to such matters before commencing the works. In consideration of the granting of the fireplace and chimney permit, I hereby agree to indemnify and release the Resort Municipality of Whistler against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way accrue against the said municipality in consequence of, and incidental to, the granting of this fireplace and chimney permit.

\_\_\_\_\_  
SIGNATURE OF OWNER OR AGENT

\_\_\_\_\_  
SIGNATURE OF BUILDING OFFICIAL

# NOTICE

ADDRESS \_\_\_\_\_

# STOP WORK

\_\_\_\_\_ BYLAW NO. \_\_\_\_\_  
REASON:

THIS NOTICE MUST NOT BE REMOVED WITHOUT APPROVAL OF  
THE UNDERSIGNED

DATE \_\_\_\_\_ INSPECTOR \_\_\_\_\_



4325 Blackcomb Way, Whistler, B.C. V0N 1B4  
Telephone (604) 932-5535  
Vancouver Line Direct 688-6018



**RESORT MUNICIPALITY OF WHISTLER**  
4381 BLACKCOMB WAY  
P.O. BOX 35, B.C. V0N 1B0  
TELEPHONE (604) 932-5535  
VANCOUVER LINE DIRECT 688-6018

**DO NOT OCCUPY**  
**THESE PREMISES**  
**UNTIL AN OCCUPANCY PERMIT**  
**HAS BEEN ISSUED**

**ADDRESS** \_\_\_\_\_

**DATE** \_\_\_\_\_ **BUILDING INSPECTOR** \_\_\_\_\_

**THIS NOTICE IS NOT TO BE REMOVED WITHOUT THE APPROVAL OF THE BUILDING INSPECTOR**

## Schedule N - Building and Plumbing Regulation Amendment Bylaw No. 2007, 2012

**OCCUPANCY PERMIT – LIMITED BUILDING INSPECTIONS**

BUILDING PERMIT No.: \_\_\_\_\_ DATE: \_\_\_\_\_

CIVIC ADDRESS: \_\_\_\_\_

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

PROJECT TITLE: \_\_\_\_\_

This Occupancy Permit is issued pursuant to section 18.4 of the Resort Municipality of Whistler Building and Plumbing Regulation Bylaw No. 1617, 2002 as amended. The permit confirms that the work authorized by the building permit complies with the Resort Municipality of Whistler Zoning Bylaw in respect of the floor area, siting and use of the building. The building contains construction that was undertaken without municipal permits or in contravention of municipal permits, or that was not inspected in accordance with the Building and Plumbing Regulation Bylaw, and that cannot be so inspected without damaging the building.

The issuance of this permit does not constitute a representation or warranty that the owner or builder has complied with the Building Code or Resort Municipality of Whistler Building and Plumbing Regulation Bylaw No. 1617, 2002 or that the building or structure meets any standard of materials and workmanship. Only the inspections checked on the second page of this permit have been conducted. No person may rely on this permit as establishing compliance with the Building Code, the Building and Plumbing Regulation Bylaw or any standard of construction.

\_\_\_\_\_  
BUILDING OFFICIAL\_\_\_\_\_  
SIGNATURE OF BUILDING OFFICIAL**SEE OVER**

## **SAFTEY INSPECTIONS**

### **BUILDING OFFICIAL MUST INDICATE INSPECTIONS CONDUCTED (☑)**

N/A	ACCEPTED	
	<input type="checkbox"/>	Conformance with approved Building Permit drawings
<input type="checkbox"/>	<input type="checkbox"/>	Smoke alarms and carbon monoxide detectors – BCBC 9.10.18 & 9.32.4.2
<input type="checkbox"/>	<input type="checkbox"/>	Fire separations for secondary suite – BCBC 9.36.2.16
<input type="checkbox"/>	<input type="checkbox"/>	Ceiling heights – BCBC 9.5.3
<input type="checkbox"/>	<input type="checkbox"/>	Bedroom window egress – BCBC 9.7.1.2
<input type="checkbox"/>	<input type="checkbox"/>	Ventilation of rooms and spaces – BCBC 9.32
<input type="checkbox"/>	<input type="checkbox"/>	Stair rise and run – BCBC 9.8.
<input type="checkbox"/>	<input type="checkbox"/>	Guards – BCBC 9.8
<input type="checkbox"/>	<input type="checkbox"/>	Handrails – BCBC 9.8
<input type="checkbox"/>	<input type="checkbox"/>	Structural upgrades – BCBC Part 4
<input type="checkbox"/>	<input type="checkbox"/>	Visual components of the plumbing system – BCBC Part 7
<input type="checkbox"/>	<input type="checkbox"/>	Gas Notification of Completion – BC Safety Authority
<input type="checkbox"/>	<input type="checkbox"/>	Electrical Notification of Completion - BC Safety Authority

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**Schedule O to Bylaw No. 1617, 2002**

**STRATA COMMON PROPERTY CONSENT – PAGE 1**

\_\_\_\_\_  
PROPERTY CIVIC ADDRESS

\_\_\_\_\_  
STRATA CORPORATION NO.

The undersigned, on behalf of Strata Corporation No. \_\_\_\_\_, in consenting to the application of \_\_\_\_\_, the owner of Strata Lot No. \_\_\_\_\_ for a Building Permit to alter the Common Property of Strata Plan No. \_\_\_\_\_, being a Strata Manager (holding a valid license) licensed under the *Real Estate Services Act*, represents to the Resort Municipality of Whistler that we are authorized to consent to the Application on behalf of the Strata Corporation and that all appropriate resolutions of the Strata Corporation have been duly passed to authorize the proposed changes or alterations to the Common Property.

In the case where the Strata Corporation is not represented by a licensed Strata Manager the undersigned hereby represent to the RMOW that we are members of the Strata Council duly elected in accordance with the *Strata Property Act*, that we are legally authorized to consent to the Application on behalf of the Strata Corporation and that all appropriate resolutions of the Strata Corporation have been duly passed to authorize the proposed changes or alterations to the Common Property.

In making the above representation, the Strata Corporation acknowledges that the RMOW is relying on our representation in accepting the Application and issuing the Permit and the Strata Corporation releases the RMOW from any and all liabilities if the representation is untrue or inaccurate.

**PLEASE COMPLETE THE FOLLOWING IF STRATA MANAGEMENT COMPANY IS PROVIDING CONSENT:**

\_\_\_\_\_  
STRATA MANAGEMENT COMPANY NAME\* (PLEASE PRINT)

\_\_\_\_\_  
STRATA MANAGER NAME\* (PLEASE PRINT)

\_\_\_\_\_  
STRATA MANAGER SIGNATURE

SIGNED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

**PLEASE COMPLETE THE TABLE ON PAGE OVER IF STRATA COUNCIL MEMBERS ARE PROVIDING CONSENT.**





## STRATA COMMON PROPERTY CONSENT – PAGE 2

PLEASE COMPLETE THE FOLLOWING IF STRATA COUNCIL MEMBERS ARE PROVIDING CONSENT:

\_\_\_\_\_  
COUNCIL MEMBER NAME\* (PLEASE PRINT)

\_\_\_\_\_  
COUNCIL MEMBER SIGNATURE

STRATA LOT NO: \_\_\_\_\_

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
COUNCIL MEMBER NAME\* (PLEASE PRINT)

\_\_\_\_\_  
COUNCIL MEMBER SIGNATURE

STRATA LOT NO: \_\_\_\_\_

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

---

**The *Strata Property Act* requires that permission from a Strata Corporation be obtained whenever construction affects Common Property. Written approval from the Strata Corporation is required whenever the proposed work involves Common Property or Limited Common Property.**

**"common property"** means

- (a) that part of the land and buildings shown on a strata plan that is not part of a strata lot, and
- (b) pipes, wires, cables, chutes, ducts and other facilities for the passage or provision of water, sewage, drainage, gas, oil, electricity, telephone, radio, television, garbage, heating and cooling systems, or other similar services, if they are located
  - (i) within a floor, wall or ceiling that forms a boundary
    - (A) between a strata lot and another strata lot,
    - (B) between a strata lot and the common property, or
    - (C) between a strata lot or common property and another parcel of land, or
  - (ii) wholly or partially within a strata lot, if they are capable of being and intended to be used in connection with the enjoyment of another strata lot or the common property;

**"limited common property"** means common property designated for the exclusive use of the owners of one or more strata lots;