

## Section 1.10. Addressing Buildings and Parcels of Land

### 1.10.1. Address Numbering System

#### 1.10.1.1. Numeric Addresses

- 1) Addressing of *buildings, suites* within a *building* or parcels of land shall be numeric.

#### 1.10.1.2. East/West Addresses

- 1) East/West addresses shall run in series, commencing with the unit block and increasing in numeric value in a westerly direction from the west side of Ontario Street or the west side of Carrall Street and commencing with the unit block and increasing in numeric value in an easterly direction from the east side of Ontario Street or the east side of Carrall Street.

- 2) *Buildings* on the north side of *streets* running in an east or west direction shall have odd numbers, and *buildings* on the south side of such *streets* shall have even numbers.

#### 1.10.1.3. North/South Addresses

- 1) North/South addresses shall run in series, commencing with the unit block and increasing in numeric value in a northerly direction from the north side of Dundas Street and commencing with the unit block and increasing in numeric value in a southerly direction from the south side of Dundas Street.

- 2) *Buildings* on the west side of *streets* running in a north or south direction shall have odd numbers, and *buildings* on the east side of such *streets* shall have even numbers.

#### 1.10.1.4. Multiple Suite Addresses

- 1) Where a *building* with a non-continuous *public corridor* or direct exterior access contains multiple addressable *suites*, addresses of *suites* on *floor areas* shall be assigned in an increasing numeric order commencing from the point of entry as determined by the *Chief Building Official* and moving in a direction as determined by the *Chief Building Official*.

- 2) Where a *building* with a continuous *public corridor* contains multiple addressable *suites*, addresses of *suites* on *floor areas* shall be assigned in an increasing numeric order commencing from the point of entry as determined by the *Chief Building Official* and moving in a direction as determined by the *Chief Building Official*.

#### 1.10.1.5. Principal Buildings

- 1) Except is permitted by Sentences (2) and (3), every *building*, or substantive portion of a *building* that is provided with a separate exterior principle access designed such that it will function as a separate and distinct entity, on a site shall be assigned a separate numeric *street* address where sufficient numeric street addresses are available.

- 2) In the case where there is an insufficient number of numeric street addresses available, the Chief Building Official may assign the same street number to one or more adjacent buildings on a site provided

- a) that suite numbers are assigned between the affected buildings in a simple and logical manner that makes the location of each suite self-evident,
- b) sufficient and clear signage is provided and visible on approach so as to make clear what sequence of suite number assignment is,
- c) a principle fire department access *acceptable* to the Chief Building Official and the fire department will be provided to the site, and
- d) a graphic map is provided at the principle fire department access that shows the location of each of the buildings and suites.

- 3) Not more than one laneway house may be assigned a *suite* number that is subordinate to the principal residential *building* in accordance with Article 1.10.1.4., provided

- a) that the laneway house along with the principal residential *building* shall consist of a single real-estate entity that is not subdivided into separate strata lots pursuant to the “Strata Property Act”,
- b) *suite* numbers are assigned between the affected *buildings* in a simple and logical manner that makes the location and relationship of each *suite* self-evident as if the laneway house formed a part of the principal

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residential *building*, and

- c) sufficient and clear signage is provided and visible on approach so as to make clear the sequence of suite number assignment.

**BUILDING BY-LAW 2019 – CITY OF VANCOUVER**

**SCHEDULE E-1**

Building Permit No. \_\_\_\_\_  
(for Building Official's use)

Forming Part of Sentence 1.6.2.2.(1), Division C of the Building By-law

**OWNER'S UNDERTAKING**

**Notes:**

- i) This letter must be submitted with the application for a *building permit*.
- ii) In this letter the words in italics have the same meaning as in the Building By-law.

To: The *Chief Building Official*

Re: \_\_\_\_\_  
Name of Project (Print)

\_\_\_\_\_  
Address of Property (Print)

In consideration of the *City* accepting and processing an application for a *building permit* for the *project* identified above, and as required by the Building By-law, the following representations, warranties and indemnities are given to the *City* by the *owner*.

1. **[ If an individual is the owner ]**

( ) I am the *owner* of the above property.

**or**

**[ If a corporation is the owner ]**

( ) \_\_\_\_\_ is the *owner* of the above property.

(Name of Corporation)

- 2. The *owner* will comply with and cause those employed for this project to comply with all applicable by-laws of the *City* and other statutes and regulations in force in the *City* relating to the development, work, undertaking or permission in respect of which this letter is submitted.
- 3. The *owner* fully understands the requirements herein, and acknowledges responsibility for carrying out the work, or gives assurance that the work will be carried out, in accordance with all by-laws governing the *construction* of the *building*. The *owner* understands and acknowledges that the issuance of any *permit*, including an *occupancy permit*, or the inspection or approval or passage of work by the *City*, is not a representation or warranty that any by-law has been complied with and the *owner* remains responsible at all times for compliance. The *owner* has read and understands Article 1.4.1.5. of Division C Book I and Article 1.3.2.1. of Division C Book II of the Building By-law, which are set out below.
- 4. The *owner* hereby agrees to indemnify and save harmless the *City* and its employees from all claims, liability, judgments, costs and expenses of every kind including negligence which may result from the failure to comply fully with all by-laws, statutes and regulations relating to any work or undertaking in respect of which this letter is submitted.
- 5. Where the words "work" or "undertaking" are used herein, the *owner* understands this to include all trade work, including but not limited to: electrical, plumbing, mechanical, gas and other works necessary to complete the contemplated *construction*.
- 6. I am authorized to give these representations, warranties, assurances and indemnities to the *City*.

## BUILDING BY-LAW 2019 – CITY OF VANCOUVER

## Schedule E– 1 Continued

Building Permit No. \_\_\_\_\_  
(for Building Official's use)**[ Where the owner is an individual ]**

Signed, sealed and delivered in the presence of:

\_\_\_\_\_  
Owner's Signature\_\_\_\_\_  
Witness Signature\_\_\_\_\_  
Owner's Name (Print)\_\_\_\_\_  
Witness's Name (Print)\_\_\_\_\_  
Date\_\_\_\_\_  
Date\_\_\_\_\_  
Phone No. and Email address\_\_\_\_\_  
Witness's address**[ Where the owner is a corporation ]**

Signed, sealed and delivered in the presence of:

\_\_\_\_\_  
Name of Corporation\_\_\_\_\_  
Witness Signature\_\_\_\_\_  
Per: Authorized Signatory\_\_\_\_\_  
Witness's Name (Print)\_\_\_\_\_  
Name (Print)\_\_\_\_\_  
Witness's address\_\_\_\_\_  
Date\_\_\_\_\_  
Date\_\_\_\_\_  
Phone No. and Email address**Referenced Articles *below*****Building By-law, Division C, Article 1.3.2.1 Intent**

- 1) This By-Law sets standards in the general public interest. It is enacted and retained on the understanding and specifically expressed condition that it creates no duty whatsoever on the *City*, the *Chief Building Official* or any employee of the *City* to enforce its provisions, and on the further condition that a failure to administer or enforce its provisions, or the incomplete or inadequate administration or enforcement of its provisions, shall not give rise to a cause of action in favour of any person whatsoever. The issuance of any *permit*, including an *occupancy permit*, is not a representation, warranty or statement that this By-Law or any other enactment has been complied with, and the issuance thereof in error shall not give rise to a cause of action. Accordingly, words in this By-law defining the responsibilities and authority of the *Chief Building Official* shall be construed as internal administrative directions which do not create a duty.

**Building By-law, Division C, Article 1.4.1.5. Compliance with By-law and other enactments**

- 1) The *owner* shall comply with this By-law and all other applicable enactments.
- 2) The *owner* shall ensure that all work, *construction*, or *occupancy* is carried out in accordance with this By-law and all other applicable enactments.
- 3) The *owner* shall ensure that the *occupancy* of a *building* or part of a *building* complies with the *occupancy permit*.
- 4) The issuance of a *permit*, the acceptance of plans and supporting documents submitted for a *permit*, or the making of inspections by the *Chief Building Official* shall not relieve the *owner* of a *building* from the full responsibility for carrying out the work or having the work carried out in accordance with this By-law and all other applicable enactments.
- 5) The *owner* shall ensure that all underground storage tanks on the subject property that are intended for the storage of heating oil but have not been used for over 2 years are removed and any associated contamination is remediated to the applicable standards as prescribed in the Contaminated Sites Regulation. All work must be completed in accordance with the requirements of the Vancouver Fire By-law.

**BUILDING BY-LAW 2019 – CITY OF VANCOUVER**

**SCHEDULE E-2**

Building Permit No. \_\_\_\_\_  
(for Building Official's use)

Forming Part of Sentence 1.6.2.2.(1), Division C of the  
Building By-law

**OWNER'S AND TENANT'S UNDERTAKING**  
**[to be used when a tenant is carrying out the project]**

**Notes:**

- i) This letter must be submitted with the application for a *building permit*.
- ii) In this letter the words in italics have the same meaning as in the Building By-law.

To: The *Chief Building Official*

Re: \_\_\_\_\_  
Name of Project (Print)

\_\_\_\_\_  
Address of Property (Print)

In consideration of the *City* accepting and processing an application for a *building permit* for the *project* identified above, and as required by the Building By-law, the following representations, warranties and indemnities are given to the *City* by the *owner* and by the tenant.

1. **[ If an individual is the owner ]**

( ) I am the *owner* of the above property.

**or**

**[ If a corporation is the owner ]**

( ) \_\_\_\_\_ is the *owner* of the above property.  
(Name of Corporation)

**[ If an individual is the tenant ]**

( ) I am the tenant of the above property.

**or**

**[ If a corporation is the tenant ]**

( ) \_\_\_\_\_ is the tenant of the above property.  
(Name of Corporation)

2. The *owner* and the tenant will comply with and cause those employed for this *project* to comply with all applicable By-laws of the *City* and other statutes and regulations in force in the *City* relating to the development, work, undertaking or permission in respect of which this letter is submitted.

3. The *owner* and the tenant fully understands the requirements herein, and acknowledges responsibility for carrying out the work, or gives assurance that the work will be carried out, in accordance with all by-laws governing the *construction* of the *building*. The *owner* understands and acknowledges that the issuance of any *permit*, including an *occupancy permit*, or the inspection or approval or passage of work by the *City*, is not a representation or warranty that any By-law has been complied with and the *owner* remains responsible at all times for compliance. The *owner* has read and understands Article 1.3.2.1. and Article 1.4.1.5. of Division C Book I and Book II of the Building By-law, which are set out below.

**BUILDING BY-LAW 2019 – CITY OF VANCOUVER**

**Schedule E- 2** *Continued*

Building Permit No. \_\_\_\_\_  
(for Building Official's use)

Project address \_\_\_\_\_

4. The *owner* and the tenant hereby agree to indemnify and save harmless the *City* and its employees from all claims, liability, judgments, costs and expenses of every kind including negligence which may result from the failure to comply fully with all By-laws, statutes and regulations relating to any work or undertaking in respect of which this letter is submitted.
5. Where the words "work" or "undertaking" are used herein, the *owner* and the tenant understand this to include all trade work, including but not limited to: electrical, plumbing, mechanical, gas and other works necessary to complete the contemplated *construction*.
6. The *owner* and the tenant are authorized to give these representations, warranties, assurances and indemnities to the *City*.

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**Owner's signature**

**[ Where the owner is an individual ]**

Signed, sealed and delivered in the presence of:

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Owner's Name (Print)

\_\_\_\_\_  
Witness's Name (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone No. and Email address

\_\_\_\_\_  
Witness's address

**[ Where the owner is a corporation ]**

Signed, sealed and delivered in the presence of:

\_\_\_\_\_  
Name of Corporation

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Per: Authorized Signatory

\_\_\_\_\_  
Witness's Name (Print)

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Witness's address

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone No. and Email address

**BUILDING BY-LAW 2019 – CITY OF VANCOUVER**

**Schedule E– 2** *Continued* Building Permit No. \_\_\_\_\_  
(for Building Official's use)

Project address \_\_\_\_\_

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**Tenant's Signature**

**[ Where the tenant is an individual ]** Signed, sealed and delivered in the presence of:

_____ <i>Tenant's Signature</i>	_____ <i>Witness Signature</i>
_____ <i>Tenant's Name (Print)</i>	_____ <i>Witness's Name (Print)</i>
_____ <i>Date</i>	_____ <i>Date</i>
_____ <i>Phone No. and Email address</i>	_____ <i>Witness's address</i>

**[ Where the tenant is a corporation ]** Signed, sealed and delivered in the presence of:

_____ <i>Name of Corporation</i>	_____ <i>Witness Signature</i>
_____ <i>Per: Authorized Signatory</i>	_____ <i>Witness's Name (Print)</i>
_____ <i>Name (Print)</i>	_____ <i>Witness's address</i>
_____ <i>Date</i>	_____ <i>Date</i>

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**Referenced Articles** *below*

**Building By-law, Division C, Article 1.3.2.1 Intent**

1) This By-Law sets standards in the general public interest. It is enacted and retained on the understanding and specifically expressed condition that it creates no duty whatsoever on the *City*, the *Chief Building Official* or any employee of the *City* to enforce its provisions, and on the further condition that a failure to administer or enforce its provisions, or the incomplete or inadequate administration or enforcement of its provisions, shall not give rise to a cause of action in favour of any person whatsoever. The issuance of any *permit*, including an *occupancy permit*, is not a representation, warranty or statement that this By-Law or any other enactment has been complied with, and the issuance thereof in error shall not give rise to a cause of action. Accordingly, words in this By-law defining the responsibilities and authority of the *Chief Building Official* shall be construed as internal administrative directions which do not create a duty.

**Building By-law, Division C, Article 1.4.1.5. Compliance with By-law and other enactments**

- 1) The *owner* shall comply with this By-law and all other applicable enactments.
- 2) The *owner* shall ensure that all work, *construction*, or *occupancy* is carried out in accordance with this By-law and all other applicable enactments.
- 3) The *owner* shall ensure that the *occupancy* of a *building* or part of a *building* complies with the *occupancy permit*.
- 4) The issuance of a *permit*, the acceptance of plans and supporting documents submitted for a *permit*, or the making of inspections by the *Chief Building Official* shall not relieve the *owner* of a *building* from the full responsibility for carrying out the work or having the work carried out in accordance with this By-law and all other applicable enactments.
- 5) The *owner* shall ensure that all underground storage tanks on the subject property that are intended for the storage of heating oil but have not been used for over 2 years are removed and any associated contamination is remediated to the applicable standards as prescribed in the Contaminated Sites Regulation. All work must be completed in accordance with the requirements of the Vancouver Fire By-law.

## Schedule of Fees

### PART A – BUILDING

1. The fees hereinafter specified shall be paid to the City with respect to and upon the application for the issue of a PERMIT as follows:
  - (a) Except as provided for in Clause (b) for the CONSTRUCTION of any BUILDING, or part thereof:  
When the estimated cost of the work, being the valuation referred to in Article 1.6.2.3. of Book I, Division C and Book II, Division C of this By-law, does not exceed \$5,000 or for the first \$5,000 of the estimated cost of the work..... **\$168.00**  
For each \$1,000, or part thereof, by which the estimated cost of the work exceeds \$5,000 but does not exceed \$50,000 ..... **\$10.70**  
For each \$1,000, or part thereof, by which the estimated cost of the work exceeds \$50,000 ..... **\$5.40**
  - (b) For the installation, CONSTRUCTION, re- construction, ALTERATION or repair of, or ADDITION to:
    - (i) any CHIMNEY, FIREPLACE, INCINERATOR, VENTILATING SYSTEM, AIR- CONDITIONING SYSTEM, or HEATING SYSTEM, the fee shall be in accordance with Clause (a), except that a fee shall not be charged when the cost of such work is less than \$500
    - (ii) any PHOTOVOLTAIC PANELS, and related roof ALTERATION or repair ..... **\$106.00**
  - (c) For a permit for temporary OCCUPANCY of a part of a STREET, or of the AIR SPACE immediately ABOVE a part of a STREET, in accordance with Section 1.9. of Book I, Division C and Book II, Division C of this By-law, the daily fee shall be for each 10 m<sup>2</sup> or part thereof, of STREET or of AIR SPACE part thereof, of STREET or of AIR SPACE immediately above such STREET to be occupied..... **\$3.40**  
Subject to a minimum fee of ..... **\$116.00**  
Flat fee for each portable toilet. .... **\$116.00**
  - (d) For an OCCUPANCY PERMIT not required by this By-law but requested ..... **\$242.00**
  - (e) the demolition of a BUILDING, not including a ONE-FAMILY DWELLING, which has at any time since November 1, 1986 provided RESIDENTIAL OCCUPANCY, subject to Section 3:  
For each DWELLING UNIT ..... **\$1,220.00**  
For each sleeping room in a multiple conversion dwelling, hotel or other BUILDING, which is or has been a principal dwelling or residence of a person, family or household ..... **\$1,220.00**
  - (f) For the demolition of a ONE-FAMILY DWELLING, which has at any time since November 1, 1986 provided RESIDENTIAL OCCUPANCY, subject to Section 3 ..... **\$1,220.00**
  - (g) For the repair of building walls pursuant to requirements of Book I, Division B, Part 5 for any residential building..... **Nil**
2. The fees hereinafter specified shall be paid to the City as follows:
  - (a) For a required permit inspection for compliance with this By-Law which cannot be carried out during normal working hours and where there is a request to carry out the inspection after hours, the fee to be based on the time actually spent in making such inspection, at a minimum inspection time of four (4) hours, including traveling time:  
For each hour or part thereof..... **\$330.00**
  - (b) For a plan review where an applicant requests in writing that the review be carried out during overtime:  
For each hour or part thereof..... **\$330.00**
  - (c) For each special inspection of a BUILDING or structure to determine compliance with this By-law, and in respect of which no specific fee is otherwise prescribed, the fee to be based on the time actually spent in making the inspection:  
For each hour or part thereof..... **\$218.00**
  - (d) For each REINSPECTION made necessary due to faulty work or materials or incomplete work requested to be inspected ..... **\$218.00**

- (e) For each inspection of a drainage tile system:  
 For a one- or two-family residence..... \$225.00  
 For all other drain tile inspections:  
 When the estimated cost of the CONSTRUCTION of the BUILDING, being the valuation referred to in Article 1.6.2.3. of Book I, Division C and Book II, Division C does not exceed \$500,000 ..... \$439.00  
 When the estimated cost of the work exceeds \$500,000 but does not exceed \$1,000,000..... \$878.00  
 When the estimated cost of the work exceeds \$1,000,000 ..... \$1,100.00
- (f) For the special search of records pertaining to a BUILDING to advise on the status of outstanding orders and other matters concerning the BUILDING:  
 For a residential *building* containing not more than 2 principal *dwelling units* ..... \$281.00  
 For all other BUILDINGS ..... \$564.00
- (g) To access plans (electronic or on microfilm) or documents for viewing or copying ..... \$47.90
- (h) For each microfilm image or electronic file copied..... \$13.20
- (i) For a request to renumber a BUILDING ..... \$1,040.00
- (j) For the extension of a BUILDING PERMIT where requested in writing by an applicant pursuant to Article 1.6.7.2. of Book I, Division C and Book II, Division C.....50% of the  
 .....original BUILDING PERMIT  
 ..... fee to a maximum of \$403.00
- (k) For the extension of a building permit by Council where requested in writing by an applicant pursuant to Article 1.6.7.4. of Book I, Division C and Book II, Division C..... \$2,640.00
- (l) For an evaluation of plans, specifications, building materials, procedures or design methods for the purpose of revisions to an application or a permit in accordance with Article 1.5.2.13. and Subsection 1.6.6. of Book I, Division C and Book II, Division C  
 where the PERMIT relates to a ONE-FAMILY DWELLING or a SECONDARY SUITE..... \$218.00  
 plus for each hour, or part thereof, exceeding one hour ..... \$218.00  
 where the PERMIT relates to any other BUILDING..... \$661.00  
 plus for each hour, or part thereof, exceeding one hour ..... \$330.00
- (m) For each RE-OCCUPANCY PERMIT after rectification of an UNSAFE CONDITION and related By-law violations..... \$402.00
- (n) For review of plans, specifications, building materials, procedures or design methods for the purpose of acceptance of an alternative solution for new construction under Article 2.3.2.1. of Book I, Division C for each application ..... \$924.00
- (o) For an evaluation of plans, specifications, building materials, procedures or design methods for the purpose of acceptance of existing conditions with mitigating features, for each application ..... \$528.00
- (p) For review by the alternative solution review panel ..... \$2,960.00
- (q) For the evaluation of a resubmission or revised submission made under Clauses (n) or (o) of this Section 2 ..... \$330.00
3. Upon written application of the payor and on the advice of the Acting General Manager of Community Services, the Director of Finance shall refund to the payor, or a designate of the payor, the fees paid pursuant to Clauses (e) and (f) of Section 1:
- (a) for all demolished dwelling units in a building that will be replaced by a social housing or co-operative development that has received a Project Commitment Letter from the British Columbia Housing Management Commission or the Canada Mortgage and Housing Corporation; and
- (b) for each demolished dwelling unit that has been replaced by a dwelling unit occupied by rental tenants and not created pursuant to the Strata Property Act.

**PART B - PLUMBING**

Every applicant for a Plumbing PERMIT shall, at the time of application, pay to the City the fees set out hereunder:

**1. INSTALLATIONS****For the Installation of:**

One, two or three FIXTURES .....	\$218.00
Each additional FIXTURE.....	\$68.60

Note: For the purpose of this schedule the following shall also be considered as FIXTURES:

- Every “Y” intended for future connection;
- Every ROOF DRAIN, swimming pool, dishwasher, and interceptor;
- Every vacuum breaker in a lawn sprinkler system; and
- Every back-flow preventer

**Alteration of Plumbing** (no FIXTURES involved):

For each 30 m of piping or part thereof.....	\$320.00
For each 30 m of piping or part thereof, exceeding the first 30 m.....	\$89.10
Connection of the City water supply to any hydraulic equipment .....	\$121.00

**2. INSPECTIONS OF FIRELINE SYSTEMS:****Hydrant & Sprinkler System:**

First two inspections for each 30 m of water supply pipe or part thereof .....	\$320.00
Each additional inspection for each 30 m of water supply pipe or part thereof .....	\$132.00

**Sprinklers:**

First head, one- or two-family dwelling .....	\$365.00
First head, all other buildings .....	\$776.00
First head, renovations to existing sprinkler systems .....	\$226.00
Each additional head, all buildings (no limit on number).....	\$4.00

**Firelines:**

Hose Cabinets .....	\$42.20
Hose Outlets .....	\$42.20
Wet & Dry Standpipes.....	\$42.20
Standpipes.....	\$42.20
Dual Check Valve In-flow Through Devices .....	\$42.20
Backflow Preventer.....	\$218.00

**Wet & Dry Line Outlets:**

Each connection.....	\$42.20
NOTE: A Siamese connection shall be considered as two dry line outlets.	
Each Fire Pump.....	\$341.00
Each Fire Hydrant.....	\$105.00

**3. REINSPECTIONS**

For each REINSPECTION made necessary due to faulty work or materials or incomplete work requested to be inspected .....	\$218.00
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**4. SPECIAL INSPECTIONS**

Each inspection to establish fitness of any existing fixture for each hour or part thereof.....	\$218.00
An inspection outside normal working hours and at a minimum inspection time of four (4) hours, including traveling time, for each hour or part thereof.....	\$330.00

**5. BUILDING SEWER INSPECTIONS**

First two inspections for each 30 m of BUILDING SEWER or part thereof .....	\$320.00
Each additional inspection for each 30 m of BUILDING SEWER or part thereof.....	\$132.00

**PART C – OPERATING PERMITS**

Every applicant for an OPERATING PERMIT shall, at the time of application, pay to the City the fee set out hereunder:

For each OPERATING PERMIT ..... \$00.00