

Survey Requirements

Overview of when survey requirements for building permits

Purpose

To inform owners, designers, contractors and surveyors to when city regulations may require survey prepared by a registered British Columbia Land Surveyor as part of a Building Permit.

Background

Historically, the City of Penticton has required a sealed BC Land Surveyor building location certificate where the proposed building or structure location is within double the required setback of the required minimum zoning setbacks or has been subject to a Development or Variance request. As per the Building Bylaw the sealed form survey is required prior to pouring concrete for all above grade foundations.

Unfortunately, with increased multiple variance requests, road dedication requirements, increased density and infill development activity has resulted in an increase in errors related to siting (placement), which has resulted in costly construction delays, remedial works or unnecessary variance requests. It has also increased the level of staff resources to resolve, which has been delaying other project reviews.

Under Building Bylaw 2018-01, the following will now be required for the majority of building permits within the City of Penticton limits. This information has been reviewed with our local surveyors and the Association of BC Land Surveyors. Any questions related to preparation of surveys should be verified through the association or <https://www.abcls.ca/>.

Building Bylaw 2018-01 - Site and Location Information

14.14 Without limiting Sections 14.5(g) or 14.7 (g) of this part, the building official may in writing require an owner to submit an up-to-date plan or survey prepared by a registered British Columbia Land Surveyor which contains sufficient information respecting the site and location of any building to

- (a) establish, before construction begins, that all the provisions of this bylaw in relation to this information will be complied with;
- (b) verify, on completion of the construction, that all provisions of this and other applicable bylaw have been complied with;
- (c) in relation to an existing building, substantiate its location, size, including appurtenances whether above, at or below ground level, relative to the site or its relationship to neighbouring grades; and
- (d) in relation to construction of a new building, or addition to an existing building, prior to and after the placement of concrete for foundations and footings, show the elevation at proposed top of concrete on all building elevations and at all significant changes of elevation to substantiate its size, location and elevation, and every person served with a written requirement under this section must comply with this requirement.

Implementation – Effective Immediately

In order to help eliminate siting and height elevation errors, a sealed BCLS survey will be required for the following for Simple and Complex buildings. All elevations are to be in geodetic elevations with reference to a control monument.

1. **Permit Applications** - All Building Permit applications that do not have an existing registered sub-division lot grading plan will require an up to date site survey.

The survey should indicate:

- Registered lot information, bearings, horizontal distances (all measurements to be in metric),
- Location of existing (and proposed) buildings and structures including retaining walls and pools,
- Existing grade elevations at the property corners, grades adjacent to property lines, centre line of sidewalk or lane for infill developments or renovations. Include top and bottom of wall elevations where it may be relevant to the proposed development and neighbouring properties,
- Significant landscape or vegetation features,
- Registered covenant boundaries, easements or right-of-way, and road dedications,
- Crest or toe of slope and watercourse boundaries, and where,
- The parcel of land contains slopes in excess of 15%, indicate:
 - 0.5 meter contours of the existing ground surface of the parcel.

Exceptions may be permitted for large parcels or minor renovations where the existing property pin locations can be determined. Please contact the building department for further information.

2. Construction phase:

- a. Unless otherwise pre-determined by the Building Official; a **form survey** is to be provided prior to pouring concrete for all above grade foundations, including pools and retaining structures. A **form survey** shall show relevant setbacks, columns and top of formwork elevations and basement slab elevations (geodetic) as well as any covenant boundaries, easements, right-of-ways, road dedications, etc.,

A construction site bench mark shall also be provided to assist in final grading determination at time of footing/foundation inspections.

- b. Multiple buildings or phased foundation pours located on a single parcel will require a continuous survey showing the location of each subsequent building or structure, and
- c. Where the Building Official determines that further information is required to determine unforeseen site conditions or verify setbacks and height at Framing or Occupancy inspections. Note that decks and projections should also be taken into consideration when establishing setbacks and heights. Please contact the Planning department regarding Strata plans.

Please ensure the sequence of obtaining the site visit from the surveyor is scheduled to allow for City staff to verify the sealed survey prior to conducting an above grade foundation/form site inspection. Projects involving planning department input such as for multi-family, commercial or part of a Development Variance Permit may take up to 72 hours to process siting and or height verification.

Have questions? We're here to help. Please contact the Building Department at 250-490-2571 or buildinginfo@penticton.ca for more information.