



*building communities together*

## **2020 Business Plan Building Inspection Services (1007)**

*Havan Surat, Manager of Development Services*

***Working in partnership with communities large and small to offer local, sub-regional, and regional services to ensure that the Cariboo Chilcotin is a socially, economically, and environmentally desirable region.***

---

### **Department/Function Services**

This function was established in 1969 through supplementary letters patent, and in 2010, Cariboo Regional District Building Inspection Service Amendment Bylaw No. 4635, 2010 was adopted by the Board. Previously the service was divided into two functions, South/Central and North regions, but Bylaw No. 4635, 2010 has now amalgamated these two functions.

Cariboo Regional District Building Inspection Service Amendment Bylaw No. 4635, 2010, pages 1 and 2 describe the service area:

“The service area is contained within the boundaries of:

- (i) Electoral Areas ‘D’, ‘G’, ‘H’, and ‘L’ in their entirety; and
- (ii) Portions of Electoral Areas ‘A’, ‘B’, ‘C’, ‘E’, ‘F’, and ‘I’ as shown outlined on Schedule ‘A’ attached hereto and forming part of this bylaw and shall be known as the “Cariboo Regional District Building Inspection Service Area”.

The Building Inspection Service is funded through taxation based on assessment of land and improvements within the service areas, as well as building permit revenues.

Services provided by the department include:

- Technical plan reviews and administration of the building permit process;
- The provision of building and plumbing inspections at construction sites;
- Responding to public enquiries relating to construction standards and regulations;
- Providing initial enforcement of the building bylaw;
- Verifying that projects comply with zoning and land use bylaws.

Cariboo Regional District Building Officials are located in the Central Cariboo office in Williams Lake, the North Cariboo Office in Quesnel and in the South Cariboo office in 100 Mile House.

Directors for Electoral Areas A, B, C, D, E, F, G, H, I and L are responsible for the governance of this service.

### **Business Plan Goals, Rationale & Strategies**

- 1. Goal:** Meet the certification requirements of the *Building Act*.  
**Rationale:** The implementation of the *Building Act* will require staff to be certified to the level they inspect.  
**Strategy:** Investigate availability of and evaluate which courses would be the most beneficial for our needs. This will continue until the full implementation of the *Building Act*.
- 2. Goal:** To increase efficiencies of application processing and record management in the satellite offices.  
**Rational:** Provide tools in the satellite offices to allow for scanning and copying of building plans when requested. This would provide efficiency and cost savings as the plans are currently being couriered to the Williams Lake office to complete this task. This will also allow for Building Permit plans to be submitted electronically.  
**Strategy:** Coordinate with IT to research which plotter would be best in these locations.

### **Overall Financial Impact**

The 2019 requisition has shown slight increase of 0.5% from 2018.

### **Significant Issues & Trends**

Building Inspection Services provides assurance of minimum building standards, based on the BC Building Code, which contributes to public safety and increased energy efficiency, as well as implementing local land use bylaws. In addition, this service provides valuable statistical information to measure the economic health of our region.

The CRD continues to work collaboratively with its member municipalities and First Nation communities to provide efficient and cost-effective Building Inspection Services by entering into service agreements.

The Cariboo Regional District is a signatory on the Province of BC/UBCM Climate Action Charter, and has committed to continuing work towards carbon neutrality in respect of corporate operations.

## **Measuring Previous Years Performance**

- 1. Goal:** To increase consistency and documentation of building inspections.
  - Met with several different software providers to review different options. Final choice on software will be made and implementation will occur in 2019.
- 2. Goal:** Staff received updates of the changes to the 2018 Building Code.
  - Managed staff time and budgets to allow for training seminars or conferences that staff attended in order to learn about the code changes and maintain certification.