

CITY OF SURREY

BY-LAW NO. 15596

A by-law to provide for the appointment of Electrical Safety Officers and the imposition of fees and permits and inspections.

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As amended by By-law No. 15932, 02/13/06; 16203, 01/15/07; 16523, 01/14/08; 16850, 01/19/09; 17072, 12/14/09; 17313, 01/10/11; 17559, 02/06/12; 17834, 12/17/12; 18127, 01/13/14; 18351, 01/12/15; 18583, 12/14/15; 18975, 12/19/16; 19071, 02/06/17; 19421, 12/18/17; 19617, 07/09/18; 19711, 12/19/2018; 19877, 07/22/19; 19977, 12/16/19; 20216, 12/21/20; 20502, 12/24/21; 20869, 04/17/23; 21223, 05/06/24

THIS IS A CONSOLIDATED BYLAW PREPARED BY THE CITY OF SURREY FOR CONVENIENCE ONLY. THE CITY DOES NOT WARRANT THAT THE INFORMATION CONTAINED IN THIS CONSOLIDATION IS CURRENT. IT IS THE RESPONSIBILITY OF THE PERSON USING THIS CONSOLIDATION TO ENSURE THAT IT ACCURATELY REFLECTS CURRENT BYLAW PROVISIONS.

WHEREAS, the *Safety Standards Act*, S.B.C. 2003, c.39, as amended makes provision for a local government to enter into an Administrative Agreement for the purpose of regulating electrical work and the use of electrical equipment;

AND WHEREAS, the City has entered into an Administrative Agreement with the Province of British Columbia for the provision of electrical safety services, a copy of which is attached as Schedule "A";

The Council of the City of Surrey, in open meeting assembled, enacts the following provisions:

Part 1
Introductory Provisions

Title

1. This By-law may be cited as "Surrey Electrical Safety By-law, 2004, No. 15596".

Definitions

2. In this By-law the following words and terms shall have the meaning assigned to them to the extent that they are not inconsistent with the terms and definitions of the *Safety Standards Act*, S.B.C. 2003, c. 38, as amended and Regulations:

City

means the City of Surrey.

Council

means municipal Council of the City of Surrey.

Electrical Contractor

means a person, not being the worker of the contractor, who does electrical work for another person and includes a utility corporation that does electrical work for another person.

Electrical equipment

includes any apparatus, conduits, plant, pipes, poles, works and any other regulated product that is used, designed or intended for use for or in connection with the generation, transmission, supply, distribution or use of electrical energy for any purpose.

Electrical Safety Manager

means the person who is appointed by ***City Council*** as the local safety manager under Section 12(2) of the *Safety Standards Act*, S.B.C. 2003, c. 39, as amended.

Electrical Safety Officer

means a person who is appointed by ***City Council*** to inspect electrical installations and equipment within the ***City*** in accordance with Section 11 of the *Safety Standards Act*, S.B.C. 2003, c. 39, as amended.

Electrical Permit

means authorization in writing by the ***Electrical Safety Manager*** to perform ***electrical work*** regulated by this By-law.

Electrical Work

means regulated work with respect to ***electrical equipment*** and includes the installation, alteration, repair or maintenance of ***electrical equipment***.

General Manager

means the person appointed by ***Council*** as the General Manager of Planning and Development or a duly authorized representative.

Homeowner

means the ***owner*** of a fully detached dwelling who lives in or intends to live in that dwelling as a permanent resident.

Lot

means land designated as a separate and distinct parcel on a legally recorded subdivision plan or description filed in the records of the Land Title Office.

Owner

means the registered owner in fee simple of a **lot** and includes:

- (a) a registered holder of the last registered agreement of sale; and
- (b) all persons authorized to act for or on behalf of the registered owner of the **lot**.

Premises

means a place, building or structure on or in which any **electrical equipment** is kept, installed or used.

Part 2 Application

- 3. The **Council** may from time to time appoint a local **Electrical Safety Manager** and one or more **Electrical Safety Officers** for the purpose of administering the *Safety Standards Act*, S.B.C. 2003, c. 39, as amended and the regulations made hereunder with the **City** and for the time being in force, all of whom shall work under the supervision and control of the **General Manager**.
- 4. The persons holding the positions of **Electrical Safety Manager** and **Electrical Safety Officers** shall be deemed to have been appointed as local **Electrical Safety Manager** and **Electrical Safety Officers**, pursuant to Sections 11 and 12(2) of the *Safety Standards Act*, S.B.C. 2003, c. 39, as amended.
- 5. Nothing in this By-law relieves an **owner** or **electrical contractor** from the duty to observe and obey all relevant statutes, regulations and by-laws and no inspection carried out by or on behalf of the **City** shall be deemed to constitute a representation by the **City** or any of its elected or appointed officials, officers, employees, servants or agents that the **premises** inspected are safe and sound.
- 6. No person shall commence, work on, or complete any **electrical work** for which an inspection may be required under the provisions of the *Safety Standards Act*, S.B.C. 2003, c. 39, as amended or the regulations made hereunder, unless he has first made an application for an **electrical permit** and has paid the permit fee in accordance with Schedule "B" attached to this By-law.
- 7. Where **electrical work** is performed by a person without the required **electrical permit**, an **electrical permit** shall be obtained and the normally required **electrical permit** fees shall be doubled.
- 8. A separate **electrical permit** shall be obtained for each building or structure in which **electrical work** is being undertaken.
- 9. An **electrical permit** may only be issued to a **homeowner** for **electrical work** in a single detached dwelling, which the **homeowner** occupies or intends to occupy.

10. An **electrical permit** is valid for a period of one hundred eighty (180) days from the date of the last inspection and if work has not been completed, a supplementary permit or an extension of the regular permit must be obtained.
11. An **electrical permit** for the supply of temporary power to a construction site shall be valid for a period of one hundred twenty (120) days from the date of issue.
12. Any person who does, or causes to be done, or commences to do, any work for which an **electrical permit** is required under the provisions of this By-law, without having applied for such **electrical permit** is guilty of an offence and liable to the penalties prescribed by the *Offence Act*, R.S.B.C. 1996, c. 338, as amended.

Part 3 General Provisions

13. The following by-laws are hereby repealed:

"Electrical Inspection Safety By-law, 1976, No. 4832"
 "Electrical Inspection By-law, 1976, No. 4832, Amendment By-law, 1981, No. 6568"
 "Electrical Inspection By-law, 1976, No. 4832, Amendment By-law, 1982, No. 7028"
 "Electrical Inspection By-law, 1976, No. 4832, Amendment By-law, 1983, No. 7590"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 1989, No. 9961"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 1990, No. 10367"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 1991, No. 10868"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 1994, No. 12385"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 1996, No. 12829"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 1997, No. 13221"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 1998, No. 13595"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 2000, No. 14189"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 2001, No. 14576"
 "Electrical Inspection Safety By-law, 1976, No. 4832, Amendment By-law, 2003, No. 14929".

PASSED THREE READINGS on the 29th day of November, 2004.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk and sealed with the Corporate Seal on the 6th day of December, 2004.

_____MAYOR

_____CLERK

Schedule "A"

DATED this *8th* day of *June*, 2004.

ADMINISTRATIVE AGREEMENT

BETWEEN:

HER MAJESTY THE QUEEN IN
RIGHT OF THE PROVINCE OF
BRITISH COLUMBIA, represented by
the Minister of Community, Aboriginal
and Women's Services

(the "Province")

AND:

The City of Surrey

having an office at
14245 – 56th Avenue
Surrey, BC V3X 3A2

("Surrey")

(collectively the "Parties")

WHEREAS:

- A. Pursuant to section 5(3) of the Act, the Lieutenant Governor in Council may, by regulation, delegate the authority to administer all or part of the Act to a local government, subject to an administrative agreement being entered with that local government, and, upon execution of this Agreement by the Parties, the Minister of Community, Aboriginal and Women's Services intends to recommend to the Lieutenant Governor in Council the enactment of a delegation regulation.
- B. The Province wishes to maintain and enhance public safety, promote consistency in the application of the Act, and be responsive to client needs.
- C. Surrey wishes to continue to provide electrical safety services within its community as contemplated in this Agreement and the regulation.

NOW THEREFORE the Parties agree as follows:

Article 1

Definitions

1.01 In this Agreement and in the recitals to it, unless the context otherwise requires, the following definitions will apply:

“**Act**” means the *Safety Standards Act*;

“**Administrative Authorities**” means local governments which administer some or all of the provisions of the Act pursuant to a regulation enacted under section 5(3) of the Act;

“**Agreement**” means this agreement and includes the recitals to this agreement; and

“**BCSA**” means the British Columbia Safety Authority incorporated under the *Safety Authority Act*.

Article 2

Purposes of Agreement

2.01 The purposes of this Agreement are:

- (a) to formalize the current practice whereby Surrey administers certain requirements for electrical safety; and
- (b) to provide for a consistent approach to safety by establishing the overall objectives of the safety assurance system.

Article 3

Objectives

3.01 The Parties agree to the following objectives with respect to electrical safety in British Columbia:

- (a) to promote activities which will enhance public safety;

- (b) to promote safety services that meet the needs of clients and the public; and
 - (c) to promote open lines of communication between Administrative Authorities, the BCSA and the Province on safety matters, including the sharing of information.
- 3.02 The basis for a consultative partnership in the delivery of safety services will be established in a Memorandum of Understanding agreed to between the BCSA and the Administrative Authorities.

Article 4

Incident Reporting

- 4.01 The *Safety Standards General Regulation* under the Act establishes the process for incident reporting to the appropriate safety manager.
- 4.02 Subject to the *Safety Standards General Regulation*, any additional requirements for the reporting of incidents will be established between the Administrative Authorities and the BCSA in a Memorandum of Understanding which will identify the method of, and the timing for, reporting the details of the incident.

Article 5

Amendments to the Agreement

- 5.01 This Agreement may be amended only by further written agreement between the Parties.
- 5.02 The Parties agree to a formal review of the Agreement every 5 years.
- 5.03 In accordance with section 5(4) of the Act, the Province will consult with Surrey where proposed changes to the Act or its regulations have substantive implications for this Agreement.
- 5.04 If Surrey intends to terminate all or part of its administration of the Act as contemplated in section 5(6) of the Act, the Parties will establish a time frame for the change that is acceptable to both Parties.

ELECTRICAL PERMIT FEES

Installation Permits

1. For new Single-Family Dwellings and new Duplexes the low voltage electrical permit fee shall equal **18%** of the **building permit fee** as calculated and payable in accordance with Surrey Building Bylaw, 2012, No. 17850, as may be amended or replaced from time to time.

For the purposes of this Schedule, the terms "Single Family Dwelling" and "Duplex" shall have the meanings ascribed to them in Surrey Zoning Bylaw, 1993, No. 12000, as may be amended or replaced from time to time.

2. Installation Permit Fees for electrical permits not included in Item 1 above are based on the value of the electrical installation, including all material and labour and fees for design, testing, consulting, and monetary worth of contributed labour and materials. The Marshall Swift valuation service may be used to establish the value of an electrical installation.
3. The City may cancel an application for a permit, and the fees paid in support of the application will be forfeited, if the permit cannot be issued within 180 days from the date of notification to the applicant, by the City, regarding deficiencies with the permit application.

Permit fees for homeowner permits are based on a deemed installation value of three times the cost of materials.

Value of Electrical Installation	Fee
\$0 - \$1,000	\$ 167.00
\$1,001 - \$5,000	\$ 220.00 plus \$65.57 per \$1,000 (or part thereof over \$1,000)
\$5,001 - \$50,000	\$ 553.00 plus \$36.32 per \$1,000 (or part thereof over \$5,000)
\$50,001 - \$100,000	\$2,226.00 plus \$21.67 per \$1,000 (or part thereof over \$50,000)
\$100,001 - \$500,000	\$3,337.00 plus \$17.48 per \$1,000 (or part thereof over \$100,000)
\$500,001 - \$1,000,000	\$10,344.00 plus \$10.00 per \$1,000 (or part thereof over \$500,000)
\$1,000,001 - and over	\$15,419.00 plus \$6.81 per \$1,000 (or part thereof over \$1,000,000)

Electrical Permit fees will be divided into two (2) portions. Ten (10%) percent of the estimated Electrical Permit Fee will be deemed applicable to plan checking and ninety (90%) percent of the estimated Electrical Permit fee will be deemed applicable to inspection charges.

Description of Permit or Service	Fee
1. The fee for the Extension of a regular permit shall be	\$ 108.00
2. The fee for Compliance Re-attendance	
(a) On any portion of the work the permit holder shall be entitled to one site re-visit.	
(b) A Site Re-visit fee will be imposed whenever a Site Visit was requested, and the work was not completed for review.	
Normal Hours:	\$ 228.00 (1 hour minimum)
After hours during which the offices of the City Hall are normally open, the fee, in addition to other required fees, to be based on the time actually spent in making such inspection, including travelling time:	\$ 793.00 plus \$228.00 (after 4 hours)
(c) For second and further site re-visits subsequent to a site re-visit of paragraph (b).	\$ 228.00 (1 hour minimum)
3. Temporary Entertainment Permits	
(a) The fee for a temporary entertainment permit (carnival, movie set, etc. either initially or as a renewal shall be	\$ 136.00

Description of Permit or Service	Fee
4. Operating Permits Fees for operating permits shall be annually:	
(a) for a commercial or industrial installation	
i. per KVA of service capacity adjusted to	\$ 0.41
ii. minimum fee	\$ 158.00
iii. maximum fee	\$ 4,268.00
(b) for educational facility installation	
i. for each classroom, shop, laboratory, gymnasium, auditorium	\$ 4.13
ii. minimum fee	\$ 149.00
iii. maximum fee	\$ 4,194.00
(c) for entertainment equipment set-up	
i. for each set-up location	\$ 136.00
ii. minimum fee	\$ 461.00
5. Survey Permits	
(a) The fee for a survey of single or duplex dwellings.	\$ 114.00 [one hour minimum]
(b) The fee for a survey of commercial or industrial premises	\$ 174.00 [one hour minimum]
6. Site Visit	
Where an applicant wishes a site visit not provided for in the fee schedule, the fee shall be:	
(a) during normal working hours	\$ 114.00 [one hour minimum]
(b) After hours during which the offices of the City Hall are normally open, the fee, in addition to other required fees, to be based on the time actually spent in making such inspection, including travelling time.	\$793.00 plus \$228.00 per hour for each hour or part thereof beyond 4 hours

All fees are subject to applicable taxes.