

*The Corporation of the District of Peachland Policy***BUILDING INSPECTION FILE CLOSURE**

Effective Date: August 28, 2012	Authorized By: Council – Regular Meeting	Replaces: May 7, 1996
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1. Permits for projects which have had a final inspection with no apparent deficiencies will be closed.
2. Where a final inspection has been done and the inspection results show minor deficiencies or omissions such as missing security screws, handrails, weatherstrip or other minor items which can be readily corrected, the District's inspection report will show that the permit has been completed, that it is the owner/builder's responsibility to ensure that the outstanding items are completed and that a re-inspection is not required.
3. Projects which have been occupied or placed in use prior to the issuance of a completion certificate shall be dealt with as specified in 3.A and 3.B as follows:
  - 3.A Where an inspection has been done which shows significant deficiencies such as work covered without inspection, missing guardrails, structural deficiencies, etc., the inspection department will:
    - a) Mail a certified letter requesting correction and/or completion within 30 days;
    - b) If completion or correction is not achieved within the 30 day time limit, the inspection department will:
      - i) issue Bylaw Notice for illegal occupancy;
      - ii) give advice of title notice with a 30 day time limit;
      - iii) request Council approval for a title notice after expiry of the 30 day limit in sentence (ii);
      - iv) after title notice is registered, close the file.
  - 3.B Where unsuccessful attempts have been made to carry out an inspection, the inspection department will:
    - a) Mail a certified letter requesting that arrangements be made to have the project inspected within 30 days;
    - b) Where inspection is made – to follow procedure listed in 1. 2 and 3.A of this Policy;
    - c) Where an inspection is not arranged:
      - i) issue a Bylaw Notice for illegal occupancy;
      - ii) give advice of title notice with a 30 day time limit;
      - iii) request Council approval for a title notice after expiry of the 30 day time limit in sentence (2);
      - iv) after the title notice is registered, close the file.
4. Projects which have been started prior to the issuance of a building permit will be ordered to stop work until a building permit has been issued for same. A violation ticket will be issued to the owner and/or contractor except where available evidence does not support such an action.

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5. Failure to obey a stop work order will result in the issuance of a violation ticket to the owner and/or contractor. Continuation of construction after the issuance of a ticket for failure to obey a stop work order will cause the inspection department to request (a) approval for an injunction from the District Council, and (b) approval for a title notice regarding the bylaw violation.
6. Due to the costs of seeking injunctions, the Council will consider approval for staff to obtain a Court Order to force corrections of building bylaw violations where threats to the health and safety of the public exist in construction regulated by the building bylaw which are serious and urgent, such as imminent structural failure, unsafe occupancy related to fire safety issues, structural deficiency where continuation of construction could prevent correction of deficiency or result in litigation (ie. continuation of framing where a foundation deficiency exists, unsafe plumbing, and other serious and urgent deficiencies) and for continuing construction without a permit.
7. In addition to the procedures specified in 1 to 5, the District may use tickets issued under the Bylaw Notice as tools to encourage violations to conform with the requirements of the bylaws and penalties for those that offend the bylaw.