

# GARBAGE ENCLOSURE INFORMATION PACKAGE

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The information contained in this handout is provided, for convenience only, to assist in the obtaining of the necessary permits to construct a garbage enclosure as required by Bylaw No. 1861, 2008. Required permits and associated details can be obtained from the issuing department. Note that it may also be necessary to consider materials, colour schemes, and location as required by a specific Development Permit area.

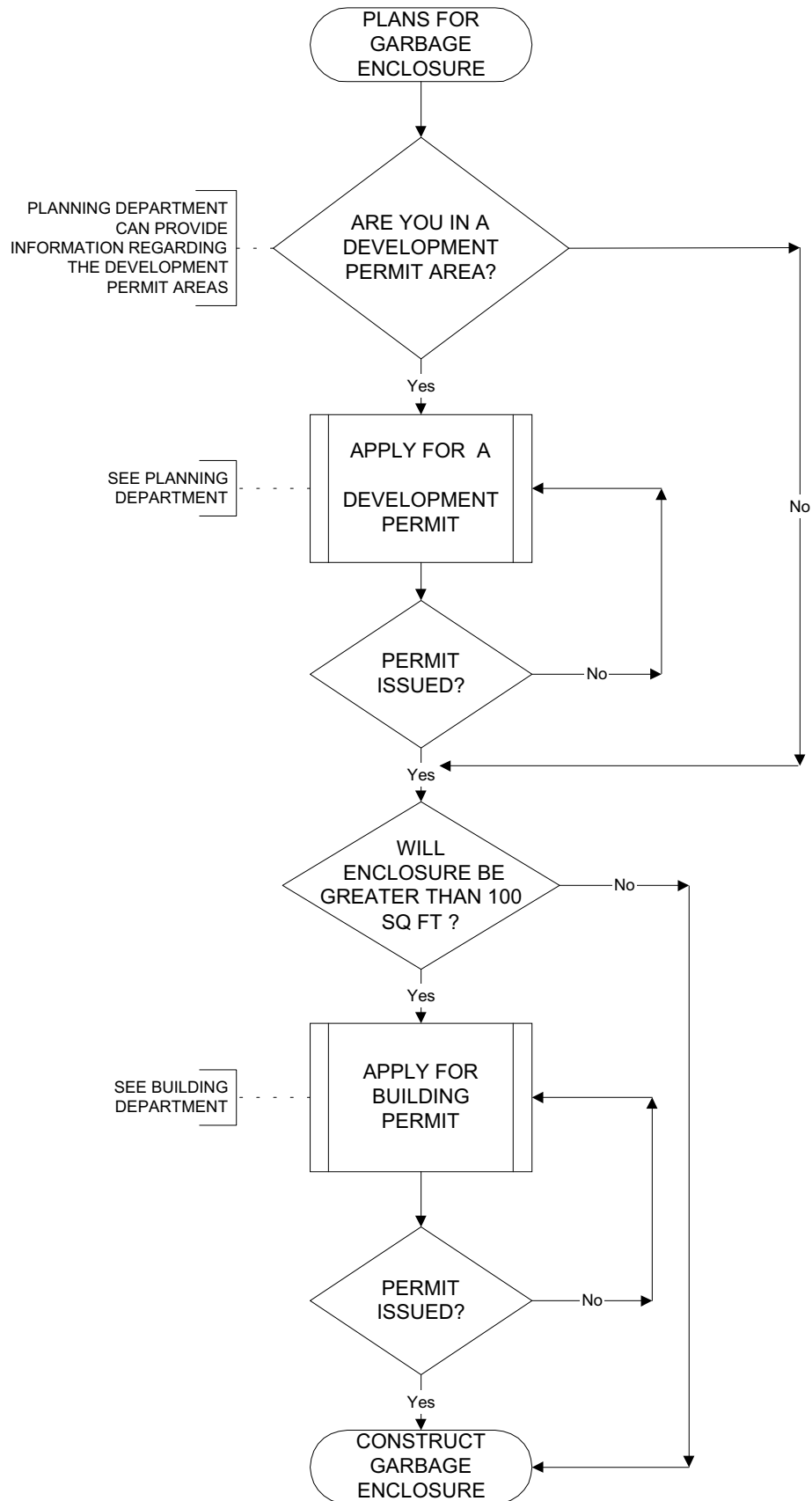
For further information related to a **Development Permit** please contact:

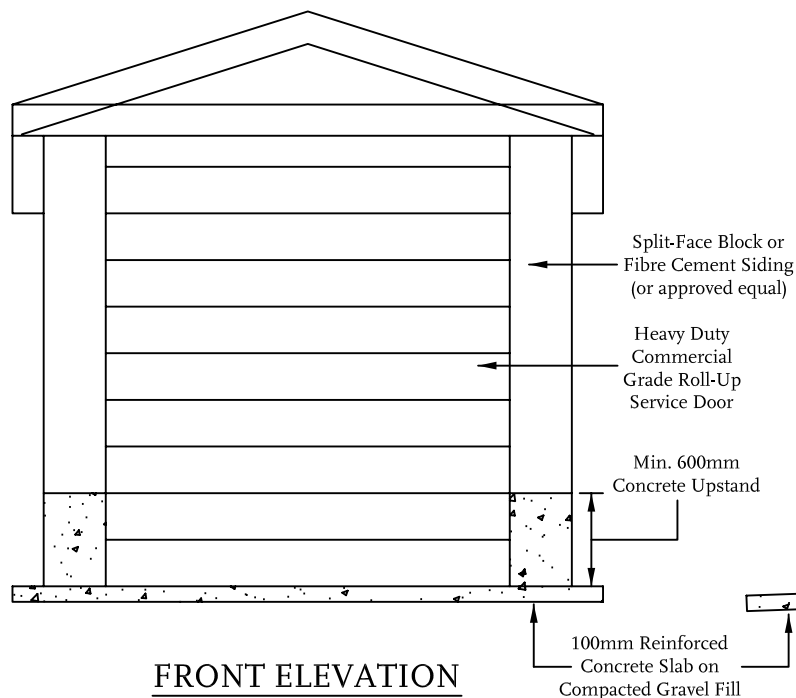
- RMOW Community Planning Department @ 604-935-8170.
- RMOW Resort Planning Department @604-935-8180.

For further information related to a **Building Permit**, please contact:

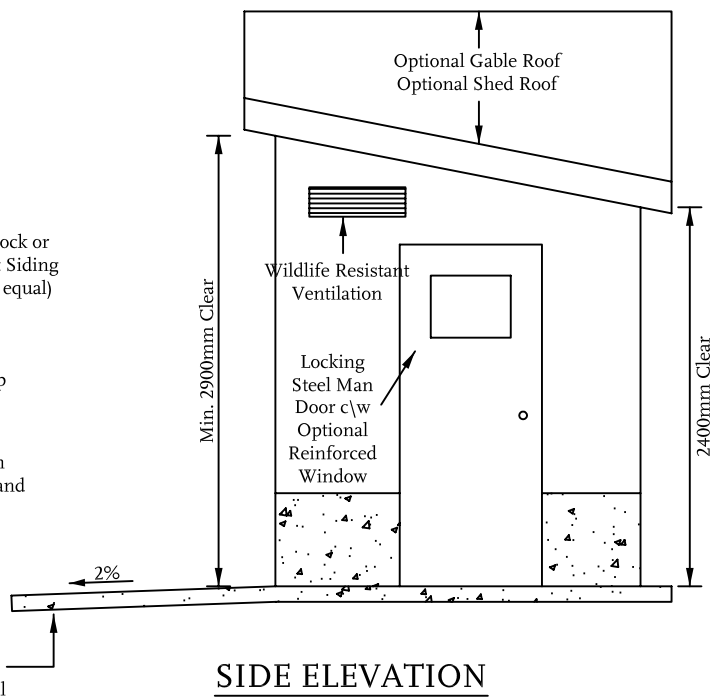
- RMOW Building Department @ 604-935-8150.

# PROCESS OF OBTAINING PERMITS TO CONSTRUCT A GARBAGE ENCLOSURE





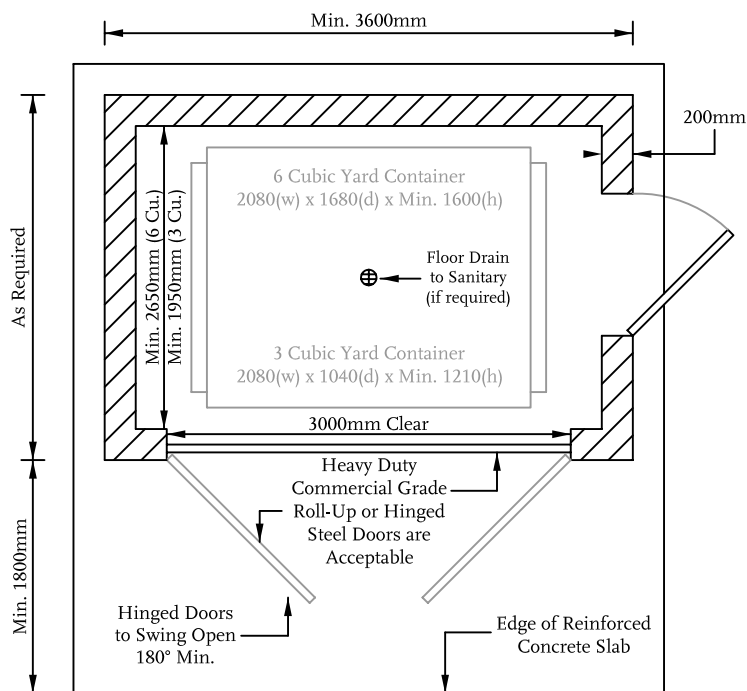
**FRONT ELEVATION**



**SIDE ELEVATION**

**NOTES:**

1. Enclosure architecture (materials, etc) is to conform to Municipal Building and Development Permit requirements (as required).
2. Design concept only. Alternative designs meeting the intent of these requirements are invited.
3. Structures are to be constructed in accordance with the BC Building Code. Enclosures are to be designed to withstand snow loading, vehicular damage, operational damage, and bears.
4. Roofs should be designed to avoid snow shed in front of service and man doors.
5. Service door(s) are to have dual locking mechanisms. Hinged doors require a heavy-duty cane bolt at the bottom and a slide bolt at the top of the stationary door. Roll-up doors require slide bolt locking mechanisms on the bottom of the door, each side. All locking mechanisms to be located on the interior; no hardware should be located on the service door(s) exterior.
6. Man door is to be 36" wide (915mm) and be equipped with a self-closing mechanism. Door may have a round turning knob complete with a covered keyed knob guard on the exterior for access and panic hardware on interior for egress. Alternatively a push button lock with a turning knob or lever style handles is acceptable.
7. Adequate motion activated interior and exterior lighting is to be provided.
8. Bear proof vent and man door window openings should be sized such that a bear could not gain access in the case of breakage.
9. Units in mm unless otherwise noted.



**PLAN VIEW**

Dimensions shown serve as a guideline only, the ultimate size and configuration of the garbage enclosure will be dependant on the owners preference and services being provided.



**RESORT MUN. OF WHISTLER**

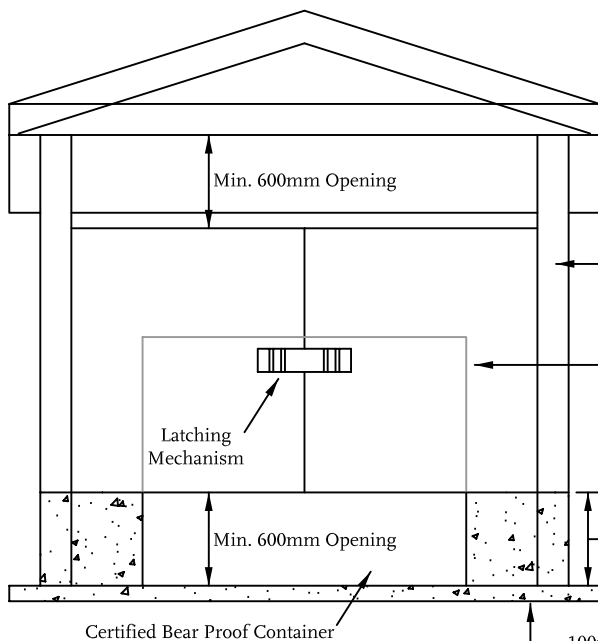
**3 & 6 CUBIC YARD GARBAGE ENCLOSURE**

DRAWN BY: RA

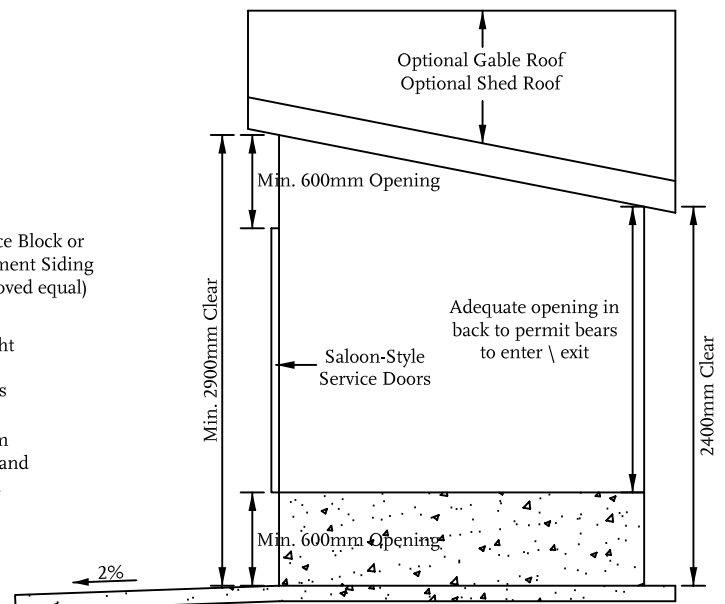
DATE: March 2009

SCALE: N.T.S.

DWG. NO.: 1 of 3



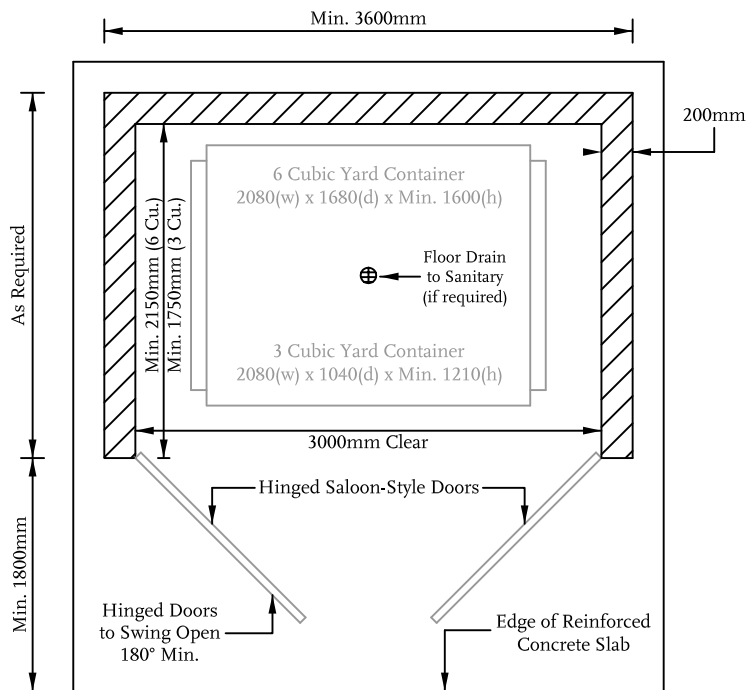
**FRONT ELEVATION**



**SIDE ELEVATION**

### NOTES:

1. Certified bear proof garbage and recycling containers required when employing this style of garbage shelter.
2. Enclosure architecture (materials, etc) is to conform to Municipal Building and Development Permit requirements (as required).
3. Design concept only. Alternative designs meeting the intent of these requirements are invited.
4. Structures are to be constructed in accordance with the BC Building Code. Enclosures are to be designed to withstand snow loading, vehicular damage, operational damage, and bears.
5. Roofs should be designed to avoid snow shed in front of service doors.
6. Saloon-style doors are to have heavy-duty hinges.
7. Garbage bin is to be tethered to the enclosure floor with a chain of adequate strength to prevent roll-away.
8. An adequately sized opening in the back is required to permit bears to exit if confronted at the front.
9. Adequate motion activated interior and exterior lighting is to be provided.
10. Units in mm unless otherwise noted.



**PLAN VIEW**

Dimensions shown serve as a guideline only, the ultimate size and configuration of the garbage enclosure will be dependant on the owners preference and services being provided.



## RESORT MUN. OF WHISTLER

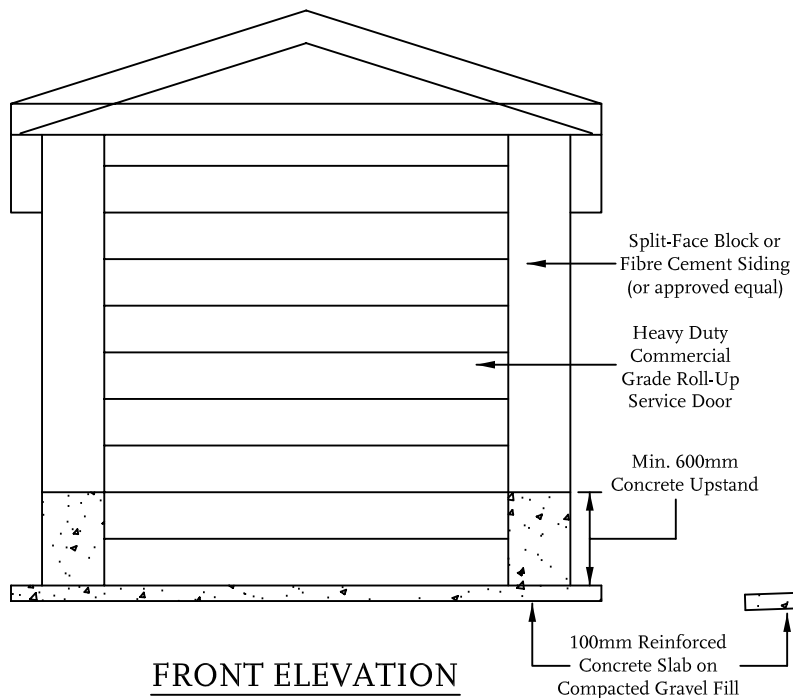
### 3 & 6 CUBIC YARD OPEN GARBAGE SHELTER

DRAWN BY: RA

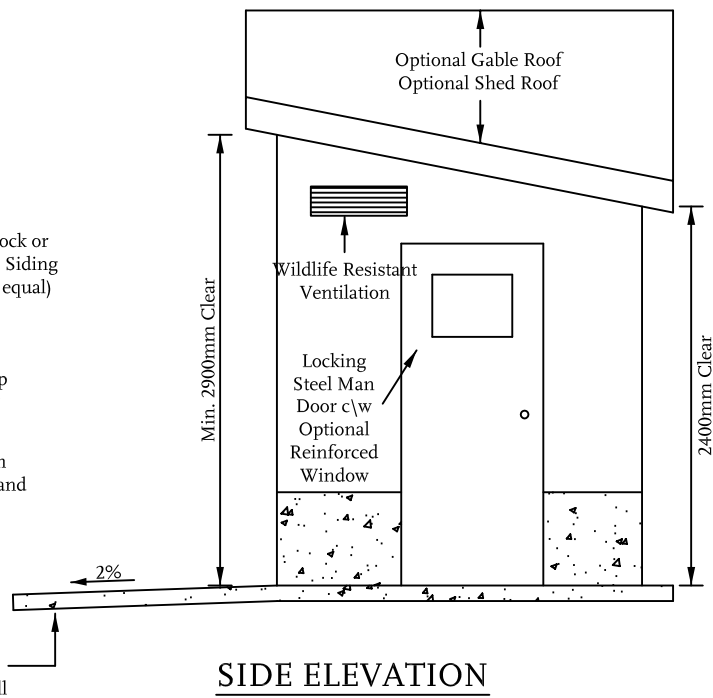
DATE: March 2009

SCALE: N.T.S.

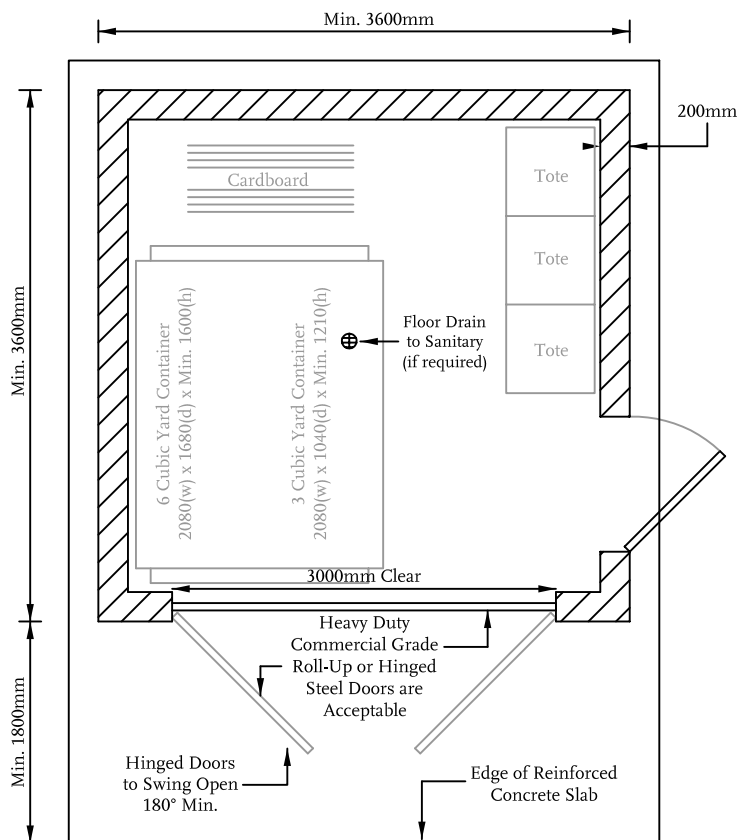
DWG. NO.: 2 of 3



**FRONT ELEVATION**



**SIDE ELEVATION**



**PLAN VIEW**

**NOTES:**

1. Enclosure architecture (materials, etc) is to conform to Municipal Building and Development Permit requirements (as required).
2. Design concept only. Alternative designs meeting the intent of these requirements are invited.
3. Structures are to be constructed in accordance with the BC Building Code. Enclosures are to be designed to withstand snow loading, vehicular damage, operational damage, and bears.
4. Roofs should be designed to avoid snow shed in front of service and man doors.
5. Service door(s) are to have dual locking mechanisms. Hinged doors require a heavy-duty cane bolt at the bottom and a slide bolt at the top of the stationary door. Roll-up doors require slide bolt locking mechanisms on the bottom of the door, each side. All locking mechanisms to be located on the interior; no hardware should be located on the service door(s) exterior.
6. Man door is to be 36" wide (915mm) and be equipped with a self-closing mechanism. Door may have a round turning knob complete with a covered keyed knob guard on the exterior for access and panic hardware on interior for egress. Alternatively a push button lock with a turning knob or lever style handles is acceptable.
7. Adequate motion activated interior and exterior lighting is to be provided.
8. Bear proof vent and man door window openings should be sized such that a bear could not gain access in the case of breakage.
9. Units in mm unless otherwise noted.

Dimensions shown serve as a guideline only, the ultimate size and configuration of the garbage enclosure will be dependant on the owners preference and services being provided.



**RESORT MUN. OF WHISTLER**

**3 & 6 CUBIC YARD GARBAGE SHELTER with RECYCLING**

DRAWN BY: RA

DATE: March 2009

SCALE: N.T.S.

DWG. NO.: 3 of 3



## WILDLIFE RESISTANT CONTAINER GUIDELINES

### MATERIALS AND CONSTRUCTION

All latches, hinges and handles are made of stainless steel or zinc plated steel. The housing and doors are fabricated of rust-resistant 12, 14, and 16 gauge galvanealed steel. The receptacle is finished inside and out with powder coating. The finish is resistant to humidity, salt spray, fog, ultraviolet light, abrasion and chemicals. The receptacle is assembled with ¼" rivets and welds.

### ENVIROMENTAL CONSIDERATIONS

Recycled content of the galvanealed steel is a minimum of 25% - 30%; with a 15.4% post consumer recycled content (Steel Recycling Institute, Bulletin IRC-100 4/98).

### WILDLIFE RESISTANT CRITERIA

- All latches used on loading and emptying doors must be self-closing. There should be no secondary step required to secure the doors.
- Reinforced surfaces are necessary in case bears apply force from pushing or jumping.
- All containers should be handicap accessible.
- Gaps should be kept a maximum width of ¼". This will prevent bears from getting a firm claw grip and will also prevent rodents from entering the container.
- Water should drain away from the container's interior.
- All containers must have provisions for bolting firmly to a hard surface.
- Container surface should never overlap. Instead, doors should recess into the container body. Overlapping surfaces provide bears a place to grab.
- Do not rely on gravity to re-latch container doors. Latch hardware should be spring-loaded.
- Latches should be designed with consideration to the abilities of all sizes of bears. The latch hood must be sized properly. A deflector plate must be set near the latch opening so small bears cannot slide their paw in. The actuation lever must be properly recessed out of the reach of adult claw tips. The force required to operate the latch must be less than 5 lbs. The inside of the door must have a protective plate covering the latch to ensure consistent function.



# DEVELOPMENT PERMIT - DELEGATED

[www.whistler.ca](http://www.whistler.ca)

☐ **Community Planning**  
T 604.935.8170 F 604.935.8179  
Email: [planning@whistler.ca](mailto:planning@whistler.ca)

☐ **Resort Planning**  
T 604.935.8180 F 604.935.8188  
Email: [resortexperience@whistler.ca](mailto:resortexperience@whistler.ca)

**Subject Property Street Address:** \_\_\_\_\_

Legal Description: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ D.L: \_\_\_\_\_ Plan: \_\_\_\_\_

P.I.D.: \_\_\_\_\_

Present Zoning: \_\_\_\_\_

Present OCP Designation: \_\_\_\_\_

**Name of Registered Owner:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Tel. No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**Billing Address (if different from registered owner's mailing address):**

\_\_\_\_\_

City/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Name of Applicant/Agent:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Email: \_\_\_\_\_

Tel. No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

**Present use of property:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Description of proposed development:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## FOR OFFICE USE ONLY

DP#: \_\_\_\_\_

Work Order #: \_\_\_\_\_

Fee: **\$300.00**

Title Search: **\$20.00 (per P.I.D.)** Y / N

Received by: \_\_\_\_\_

## AUTHORIZATIONS

I \_\_\_\_\_ authorize \_\_\_\_\_  
 (PRINT name of registered owner) (PRINT name of agent/person authorized  
 to sign the application)

to act as agent and sign the application form to the Resort Municipality of Whistler on my/our  
 behalf for the property known as

\_\_\_\_\_  
 (Civic address of property)

Signature(s) of registered owner(s)

Date

\_\_\_\_\_

\_\_\_\_\_

Signature of Signing Officer(s) of Corporation

Corporate Seal(s), if applicable

\_\_\_\_\_

### Property Owner's Agreement

As of the date of this application, I am the registered owner of the lands described in the application. I have examined the contents of the application, certify that the information submitted with it is correct insofar as I have knowledge of these facts, and concur with the submission of the application. I acknowledge that the lands described in the application may be subject to applicable laws, regulations, and guidelines including, but not limited to, the Resort Municipality of Whistler Zoning and Parking Bylaw 303, 1983 and the *Local Government Act*. I agree to comply with all provisions of the Resort Municipality of Whistler Zoning and Parking Bylaw 303, 1983 and any other applicable legislation, if this application is approved. I understand that approval does not constitute a building permit and that drawings submitted for a building permit must match the approved Development Permit drawings.

\_\_\_\_\_  
 Signature of property owner

\_\_\_\_\_  
 Date

### Payment of Fees

Enclosed is the fee for this application. I agree to pay any further costs (e.g., processing fees for professional and clerical staff time, legal and/or consultant fees, advertising expenses and miscellaneous disbursements at cost), which may be determined as this application is reviewed. Prior to the issuance of a development permit for the above noted property, the Resort Municipality of Whistler requires a commitment that all further expenses incurred by the Resort Municipality of Whistler will be paid within 30 days of billing.

***Your signature below will stand as your commitment to pay all applicable invoices.***

\_\_\_\_\_  
 Signature of property owner

\_\_\_\_\_  
 Date

### Declaration

I, \_\_\_\_\_, solemnly declare that the statements  
 made by me upon this application are to the best of my belief and knowledge a true and complete  
 representation of the purpose and intent of this application.

\_\_\_\_\_  
*Signature of applicant or agent*

\_\_\_\_\_  
*Date*

Personal information is being collected under the authority of the *Local Government Act* for the purpose of processing this Development Permit application. This information is protected under the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of this information, contact the Manager of Community Planning at (604) 935-8170, OR the Manager of Resort Planning at (604) 935-8180, Resort Municipality of Whistler, 4325 Blackcomb Way, Whistler, BC V0N 1B4



PLEASE FILL IN ALL AREAS APPLICABLE TO YOUR PROPOSAL:

**Site Data**

Parcel Area:	m <sup>2</sup>	Footprint (area) of all buildings on site:	m <sup>2</sup>
Parcel Frontage:	m	Depth of lot(s):	m
Existing usable site area:	m <sup>2</sup>	Proposed usable site area:	m <sup>2</sup>
Existing landscaped area:	m <sup>2</sup>	Proposed landscaped area:	m <sup>2</sup>
Is the property located within 30m of a watercourse?	Y/N	Is there a tree preservation covenant on the property?	Y/N

**Building Data**

Existing site coverage:	%	Proposed site coverage:	%
Existing front setback:	m	Proposed front setback:	m
Existing rear setback:	m	Proposed rear setback:	m
Existing side setback (N/E/S/W):	m	Proposed side setback (N/E/S/W):	m
Existing side setback (N/E/S/W):	m	Existing side setback (N/E/S/W):	m
No. of existing buildings:		Date(s) of construction:	
No. of buildings to be demolished:		No. of proposed buildings:	
Existing gross floor area by use (list below):		Proposed gross floor area by use (list below):	
	m <sup>2</sup>		m <sup>2</sup>
	m <sup>2</sup>		m <sup>2</sup>
	m <sup>2</sup>		m <sup>2</sup>
	m <sup>2</sup>		m <sup>2</sup>
Existing floor space ratio:		Proposed floor space ratio:	
Existing site coverage (area of buildings/lot size):	%	Proposed site coverage (area of buildings/lot size):	%
Existing building height(s):	m	Proposed building height(s):	m
No. of storey(s) in existing building(s):		No. of storey(s) in proposed building(s):	
No. of existing bed units:		No. of proposed bed units:	

**Parking**

No. of existing parking stalls:	No. of proposed parking stalls:
No. of existing loading stalls:	No. of proposed loading stalls:
No. of existing bus stalls:	No. of proposed bus stalls:
No. of existing accessible parking stalls:	No. of proposed accessible parking stalls:

**Context Plan**

- ☐ 2 copies plus a PDF (additional hard copies may be required)
- ☐ Scale of 1:500 (minimum)
- ☐ North arrow and scale
- ☐ Location of property including adjacent streets and zones

**Site Plans (existing and proposed)**

- ☐ 2 copies plus a PDF (additional hard copies may be required)
- ☐ Scale of 1:200 (minimum)
- ☐ North arrow and scale
- ☐ Building program (type of development, number of residential units, site area, gross floor area by use, floor space ratio, site coverage, parking and housing required and provided)
- ☐ Dimensioned setbacks
- ☐ Size and location of all existing and proposed buildings/uses including accessory buildings and structures, garages, and fences
- ☐ Driveway location, size, surface material, grades and dimensioned parking spaces
- ☐ Drainage concept and snow storage areas
- ☐ Location of fire hydrants and service connections
- ☐ Garbage room location, dimensions, and details of adjacent sidewalks, streets, and curbs
- ☐ Footprints of adjacent buildings within 9 m of property lines
- ☐ Site services (sanitary and storm sewer lines, water lines, gas lines, telephone lines, cable, electricity)
- ☐ Proposed bicycle parking

**Architectural Plans (existing and proposed)**

- ☐ 2 copies plus a PDF (additional hard copies may be required)
- ☐ Scale of 1:100 (minimum)
- ☐ Dimensioned floor plans of all structures including typical unit plans
- ☐ Elevations/sections showing proposed building height, exterior finishes and colours, signage and lighting
- ☐ Site section from front to rear property line (minimum scale of 1:200) including adjacent streets and lanes
- ☐ Roof plan showing snow dump areas, major roof structure and equipment and screening details
- ☐ Outline elevations and photos of buildings on adjacent sites within 9 m of property lines
- ☐ Building material and colour samples
- ☐ Specifications for proposed light fixtures

**Landscape Plan**

- ☐ 2 copies plus a PDF (additional hard copies may be required)
- ☐ Scale of 1:200 (minimum)
- ☐ Existing and finished grades
- ☐ Open space and recreational amenities
- ☐ Vegetation to be retained and method of protection during construction
- ☐ Planting plan
- ☐ Specifications for proposed light fixtures
- ☐ All hard surfaces
- ☐ Proposed boulevard landscaping and paving
- ☐ Proposed landscape features including (but not limited to) decks, pathways, patios, fencing, lighting and water features

- ☐ Retaining wall detail including top- and bottom- of wall elevations

**Please attach the following to the Development Permit Application:**

- ☐ Copies of any title restrictions e.g. restrictive covenants, easements, rights-of-way.
- ☐ Strata approval (as may be required)
- ☐ Photographs showing the subject property and all adjacent development
- ☐ Shadow Analysis (as may be required)
- ☐ View Analysis (as may be required)
- ☐ Traffic Impact Analysis (as may be required)
- ☐ Snow Management/Snow Shed Report (as may be required)
- ☐ Construction Management Plan
- ☐ Site Servicing Drawing Requirements (see attached)
- ☐ Information Sign posted on the property (see attached). Include digital photo of sign.
- ☐ Gross Floor Area Certification Letter (see attached)
- ☐ Initial Environmental Review
- ☐ Environmental Impact Assessment (as may be required)
- ☐ Riparian Area Regulation Assessment (as may be required)

**NOTE:**            **Incomplete applications will not be accepted.**  
                      **More detailed information may be requested during review of the application.**  
                      **Presentation quality plans may be required for Advisory Design Panel review.**

# **SITE SERVICING DRAWING REQUIREMENTS FOR A DEVELOPMENT PERMIT**

## **General**

- ❑ All site servicing drawings must be prepared on Standard A-1 format sheets and sealed by a Professional Engineer registered in the Province of British Columbia – six (6) sets.
- ❑ North arrow and scale. (Scale to be 1:250 metric or approved alternate.)
- ❑ All drawings must clearly distinguish between what “exists” and what is “proposed”.
- ❑ Survey benchmark and datum information. (All drawings to be referenced to NAD 83.)
- ❑ Outline of all buildings on site complete with lowest floor elevations.
- ❑ Full legal description of the subject property and all adjacent properties.
- ❑ Property lines of the subject property.
- ❑ Tree preservation zones.
- ❑ All existing and proposed easements and rights-of-way indicating legal plan numbers.

## **Drainage**

- ❑ Location, size and invert elevation of Municipal storm sewer service with offset to property line.
- ❑ Sizes and invert elevations of all existing and proposed storm sewer mains and culverts.
- ❑ Pipe invert elevation and rim elevation of all proposed catch basins, lawn basins and manholes.
- ❑ Spot elevations on and adjacent to site to indicate grading.
- ❑ Existing and proposed swales and ditches on site and on adjacent sites to a designated ditch or storm sewer.

## **Roads**

- ❑ Edge of pavement of existing and proposed roads and parking areas and including: curbs, parking stalls and road names.
- ❑ Typical road cross-section.
- ❑ Centre line profile for roads and lanes as required.

## **Waterworks**

- ❑ Location, size and invert of Municipal water service with offset to property line.
- ❑ Existing and proposed water mains, service connections, hydrants and valves on site.
- ❑ Existing hydrants and water mains on adjacent parcels.

## **Sanitary Sewer**

- ❑ Location, size and invert of Municipal sanitary sewer service with offset to property line.
- ❑ Sewer mains and manholes complete with diameters and invert elevations at manholes.

## **Hydro / Telephone / Cable TV**

- ❑ All buried and above grade vaults, kiosks, pull boxes, etc.
- ❑ Location of hydro/telephone/cable TV service to the parcel and building with offset to property line.
- ❑ Existing and proposed poles.

**Gas**

- ❑ Location of existing and proposed gas lines and valves.

**Flood Protection**

- ❑ Flood Construction Level (FCL), where applicable.
- ❑ The centre line and invert elevations of water feature and designated flood routing, where applicable.

S:/Application Forms – (RE-CP)/Site Servicing Drawing Requirements (March 27, 2008)



# WHISTLER

## STANDARD BUILDING PERMIT APPLICATION FOR RESIDENTIAL DWELLINGS

SITE	ADDRESS:			DATE:
	LOT:	BLOCK:	PLAN:	PID:
OWNER	NAME:			PHONE (H):
	ADDRESS:			CELL:
	CITY:	POSTAL CODE:		FAX:
	COUNTRY:			EMAIL:
CONTRACTOR	NAME:			PHONE:
	ADDRESS:			CELL:
	CITY:	POSTAL CODE:		FAX:
	EMAIL:			BUSINESS LICENCE No:
ARCHITECT	NAME:			PHONE:
	ADDRESS:			CELL:
	CITY:	POSTAL CODE:		FAX:
				EMAIL:
STRUCTURAL ENGINEER	NAME:			PHONE:
	ADDRESS:			CELL:
	CITY:	POSTAL CODE:		CITY:
				EMAIL:

SIGNATURE OF OWNER OR OWNER'S AUTHORIZED AGENT

OFFICE USE ONLY	GROSS FLOOR AREA:	DESCRIPTION:	ZONING:
	SUITE:	PERMIT #:	

COMMENTS:

	AREA OR #	VALUE /M <sup>2</sup> - VALUE/STL	DOLLAR VALUE
BUILDING			
PARKING			
DECKS			
RENOVATION			
DEPOSIT			
TOTAL			

P.C. (date/initial)	S.P.C.	FINAL OK
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## RESIDENTIAL BUILDING PERMIT APPLICATION CHECKLIST

Owner's Name: \_\_\_\_\_

Permit No: \_\_\_\_\_

Project Address: \_\_\_\_\_

## DOCUMENTS REQUIRED FOR ALL APPLICATIONS

☐ Title Search (no older than 30 days from date of application) OR ☐ \$20 charge in lieu of Title Search☐ Building Permit Application Form☐ Plumbing Permit Application Form (if any plumbing fixtures to be removed, replaced or added)☐ Acknowledgement of Owner Form☐ Owner's Authorization of Agent Form (required for ANY person other than the registered owner)☐ Damage Deposit Form☐ Other: \_\_\_\_\_☐

E.g. - strata council approval for changes to town homes, condominiums, etc.  
 - approval of authorizing architect for development in design guideline areas

**NEW HOMES: special requirements**☐ Plan Requirement Checklist signed by designer & applicant☐ HPO Home Warranty Registration**RENOVATIONS: special requirements**☐ Estimate of value of renovation:

\$ \_\_\_\_\_

**FOUNDATION PERMITS: special requirements**☐ Requirements as listed on p. 6 of Plan Requirement Checklist**ADDITIONS: special requirements**☐ Survey Plan of existing house

## PLANS - 2 SETS OF ALL PLANS REQUIRED - ONE SET MUST BE ON WHITE STOCK

☐ Site Plan with parking/road access @  $\frac{1}{8}$ " - 1' or 1:100☐ One extra copy of Site Plan: 11" x 17" MAXIMUM SIZE☐ Floor Plans @ . - 1' or 1:50☐ Elevations @ . - 1' or 1:50☐ Sections

## ENGINEERING

☐ Structural engineer's seal☐ Snow load (9.0 kPa)☐ Letters of assurance (Schedules B-1 and B-2 of the BC Building Code)☐ Proof of insurance for all engineers☐ Geotechnical engineering (where required)☐ Engineering for retaining walls more than 1.5 m high

## OFFICE USE ONLY

\_\_\_\_\_  
SITE/CULVERT REFERRAL SENT\_\_\_\_\_  
SITE REVIEW\_\_\_\_\_  
ADDITION / RENO REFERRAL SENT\_\_\_\_\_  
ASSESSMENT



# WHISTLER

revised July 23, 2007

## RESIDENTIAL SINGLE, TWO OR THREE FAMILY DWELLING BUILDING PERMIT APPLICATION REQUIREMENTS

This document must be submitted (completed and signed) with any building permit application for a **NEW** single, two or three family dwelling.

It is also recommended for other residential applications, as plan specifications are common to all residential plans.

Information on other application requirements can be found on page 5. Excavation and foundation permit requirements can be found on page 6.

For general information about density, setbacks, permitted uses, parking requirements and other information found in RMOW Zoning and Parking Bylaw 303, please contact the Building Department at (604) 935-8150 or via email at [buildingdept@whistler.ca](mailto:buildingdept@whistler.ca).

### *Applicant's Certification of Completeness*

In submitting a building permit application for the below-written address, I certify that all the issues outlined in this document have been addressed and that the application is complete in every respect.

I acknowledge and understand that if any part of the application is incomplete, the submission will not proceed to the plan checking stage and therefore a building permit will not be issued.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/Agent Name (please print)

\_\_\_\_\_  
Project Civic Address (please print)

\_\_\_\_\_  
Owner/Agent Signature

### *Designer's Certification of Completeness*

In submitting the plans and specifications for a building permit application for the above-written address, I certify that all of the plan specification requirements outlined in this document have been met.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Designer Name (please print)

\_\_\_\_\_  
Designer Signature

RESORT MUNICIPALITY OF WHISTLER 4325 BLACKCOMB WAY, WHISTLER, B.C. V0N 1B4  
BUILDING DEPARTMENT TEL: 604-935-8150 FAX: 604-935-8149  
TOLL FREE: 1-866-932-5535 EMAIL: [buildingdept@whistler.ca](mailto:buildingdept@whistler.ca) WEBSITE: [www.whistler.ca](http://www.whistler.ca)



## **BUILDING PERMIT APPLICATION REQUIREMENTS**

### **Residential Plan Requirements**

Plan requirements are split up into the following categories:

- |                              |                         |
|------------------------------|-------------------------|
| 1. General Information       | 8. Elevations           |
| 2. Area Calculation Overlays | 9. Cross Sections       |
| 3. Site Plan                 | 10. Retaining Walls     |
| 4. Site Services             | 11. Exterior Cladding   |
| 5. Foundation Plan           | 12. Detail Drawings     |
| 6. Floor Plans               | 13. Structural Drawings |
| 7. Roof Plan                 |                         |

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**Two professional quality sets of plans are required, with clearly legible details.**

**At least one copy of the plans must be on white paper.**

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#### **1. General Information**

The following information shall be provided on all plans:

- ☐ the designer's name, address and telephone number,
- ☐ the plan scale,
- ☐ the edition of the Code on which the design is based,
- ☐ whether the building is designed under Part 3 or Part 9, and
- ☐ the major occupancy classification of the building as Residential C.

#### **2. Area Calculation Overlays \*\***

- ☐ Dimensioned area calculation overlays shall be provided on onionskin or acetate with detailed calculations showing floor areas, auxiliary parking areas and deck areas and the method by which they were obtained.

#### **3. Site Plan**

(scale 1:50 or ¼ inch AND 1:100 or 1/8 inch)

Two copies of the Site Plan shall be provided in full size and two copies shall be provided in 8½" x 11" or 11" x 17". The Site Plan shall refer to a recent survey and contain the following information:

- ☐ the civic address and legal description of the property,
- ☐ the location and name of all streets adjacent the property,
- ☐ the direction North,
- ☐ the location of water, sewer and storm drains and the proposed installation,
- ☐ septic field or sewage holding tank (if any)
- ☐ tree preservation zones (if any),
- ☐ watercourses within 30 metres of any property line,
- ☐ property lines, easements and right of ways,
- ☐ driveway location with dimensions and grade,
- ☐ parking areas with dimensions and grade,
- ☐ building envelope with setbacks,
- ☐ decks and cantilevers,
- ☐ retaining walls complete with guard locations,

- ☐ limiting distance complete with calculations (where applicable),
- ☐ dimensions from property lines,
- ☐ the location of the proposed building or buildings,
- ☐ existing and finished ground levels to an established datum at or adjacent to the site, and
- ☐ hoarding or fencing in accordance with Part 8 of the Code when construction that constitutes a hazard to the public is within 2 m of a public way (i.e. deep excavations, etc.).

#### 4. Site Services

- ☐ Two copies of the portion of the site plan showing the proposed location of the sanitary, water and storm drain service installations from the municipal connection at the street to the dwelling are required in an 8½" x 11" or 8½" x 14" size.

NOTE: The Site Services Plan shall show the location of the service connections at the street end in relation to property lines or monuments such as hydro poles, hydro kiosks and concrete structures. The dimensions from property lines can be obtained from the municipal Public Works Department.

#### 5. Foundation Plan

(scale 1:50 or ¼ inch) see Div C Clause 2.2.4.6(1)(b) BCBC 2006)

- ☐ The foundation plan shall indicate the maximum allowable bearing pressure on the soil or rock.

#### 6. Floor Plans

(scale 1:50 or ¼ inch)

Floor plans shall be fully dimensioned and shall indicate:

- ☐ the building envelope on each level,
- ☐ the location and dimension of each door and direction of door swing,
- ☐ the dimension and location of each window,
- ☐ required means of egress,
- ☐ the floor layout,
- ☐ room names,
- ☐ fixtures, appliances, hot water tanks, heating equipment,
- ☐ fireplace type and location,
- ☐ the location of smoke alarms and carbon monoxide detectors (if required) as per code requirements,
- ☐ stair location and code information including rise/run and handrails/guardrails,
- ☐ bathroom and kitchen exhaust, and
- ☐ cross section locations

#### 7. Roof Plan

(scale 1:50 or ¼ inch)

The roof plan shall show:

- ☐ an analysis of snow loading on the roof with sufficient construction details provided to demonstrate that the roof will effectively shed rain and prevent the entry of water due to ice damming (see Div B Article 9.26.1.1 BCBC 2006),
- ☐ the slope of each roof component,
- ☐ the type of roofing material used (and applicable code standard), exposure (where applicable) and the section of the code under which the installation is regulated,
- ☐ a section through the roof showing details of the roof system,
- ☐ a plan view of the roof showing the required ventilation area and the distribution of ventilation,
- ☐ chimneys, chases and other features that impact the performance of the roof,

- ☐ large scale drawings showing details of roof ventilation and valley, roof and wall intersection flashings, and
- ☐ specifications for ventilation components and other components of the roof (i.e. membranes etc.) to demonstrate compliance with the requirements of the code.

## 8. Elevations

(scale 1:50 or ¼ inch)

Elevations shall show:

- |   |   |
|---|---|
| <input type="checkbox"/> existing and proposed finished grades,                               | <input type="checkbox"/> building materials,    |
| <input type="checkbox"/> average grade for the purpose of Code and zoning height calculations | <input type="checkbox"/> stairs,                |
| <input type="checkbox"/> flood levels (if applicable)   | <input type="checkbox"/> decks,                 |
| <input type="checkbox"/> roof slope,  | <input type="checkbox"/> guardrails,            |
| <input type="checkbox"/> building height (provide calculations)                               | <input type="checkbox"/> windows and doors, and |
|   | <input type="checkbox"/> chimney                |

## 9. Cross Sections

(scale 1:50 or ¼ inch)

Cross sections shall show:

- ☐ structural and non structural details,
- ☐ height of ceilings,
- ☐ construction materials,
- ☐ roof assemblies,
- ☐ floor assemblies,
- ☐ wall assemblies,
- ☐ insulation, type (specification), location and R values,
- ☐ stair details,
- ☐ existing and proposed grades,
- ☐ crawl space heights,
- ☐ flood levels (if applicable)
- ☐ perimeter drainage, and
- ☐ roof and crawl space ventilation details

## 10. Retaining Walls

Provide two sets of engineered plans for all retaining structures higher than 1.5 meters and which are independent of buildings. Include:

- ☐ site plan showing contours and location of walls;
- ☐ typical section through retaining wall showing construction type, height, drainage and other appropriate detail;
- ☐ section(s) through site showing the relationship of multiple retaining structures to each other, to buildings, to roads and parking areas; and
- ☐ retaining walls 1.5 meters or more in height that support a surface to which access is provided for other than maintenance purposes shall have guards installed per Div B Sentence 9.8.8.1(1) of the British Columbia Building Code 2006.

**NOTE:** The drawings must be sealed by a professional engineer and be accompanied by schedules B-1 and B-2. Required engineering documentation for retaining structures must be submitted separately from that required for buildings.

## 11. Exterior Cladding

- ☐ Provide sufficient detail to demonstrate that exterior cladding systems including flashing, trim, rainscreens and other special purpose accessory pieces will effectively restrict the entry of precipitation into the wall assembly (see Div B Article 9.27.2.1 BCBC 2006). Note: Stone facing is considered an exterior cladding.

## 12. Detail Drawings

(scale 1:25 or 1/2 inch)

Large-scale detail drawings shall be provided for the following features:

- ☐ construction details of masonry chimneys including required clearances to combustibles,
- ☐ details of interior and exterior stairs and guards,
- ☐ sump pits for perimeter drainage, and
- ☐ flashing details for windows, doors and junctions where finishes intersect.

## 13. Structural Drawings

(scale 1:50 or 1/4 inch)

Structural drawings shall be sealed with the professional seal of an engineer, be signed by him/her and indicate:

- ☐ the name, address and telephone number of the person responsible for the structural design,
- ☐ the ground snow load for Whistler in accordance with the requirements of RMOW Building and Plumbing Regulation Bylaw No. 1617, 2002,
- ☐ the date of issue of the Code and the standards to which the design conforms,
- ☐ the dimensions, location and size of all structural members in sufficient detail to enable the design to be checked,
- ☐ sufficient detail to enable dead loads to be determined,
- ☐ Schedules B1 and B2 as contained in the current edition of the British Columbia Building Code or equivalent, and
- ☐ Proof of liability insurance.

### **ADDITIONAL BUILDING PERMIT REQUIREMENTS**

Building Permit applications shall be accompanied by:

- ☐ A current title search,
- ☐ If the owner is not the applicant, a letter of authorization in a form acceptable to municipality,

- ☐ Building permit application and owner's acknowledgement forms as required,
  - ☐ Plumbing permit application forms as required, complete with fixture unit load calculation,
  - ☐ Limiting distance calculations fully illustrated,
  - ☐ Building area (footprint) calculation,
  - ☐ Building height calculations of all buildings on the property and
- Additional information required for special situations such as floodplain areas, restrictive covenants, development permit review, etc. where applicable.

### **HPO WARRANTY**

Proof of HPO warranty is required for all new single, two or three family homes. This is not a requirement for renovations or additions.

- ☐ Builder certification or homeowner declaration, and
- ☐ Warranty insurance

### **Excavation Permit Requirements**

The RMOW Building Department is able to issue a partial building permit for excavation only in advance of a foundation permit and/or main building permit once a complete building permit application has been made. Please enquire with the Building Department if you require an excavation permit.

### **Foundation Permit Requirements**

The RMOW Building Department is able to issue a partial building permit for foundation only in advance of a main building permit.

The owner/agent may request a foundation permit once a complete building permit application has been made. This includes all letters of assurance from registered professional engineers, including the geotechnical engineer if one is required. HPO documents must be submitted before a foundation permit can be issued.

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#### **To apply for a foundation permit, the following ADDITIONAL documents must be submitted:**

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- ☐ One extra set of structural foundation drawings, including all foundation details, and crawlspaces;
  - ☐ One extra plan page showing a typical section through the house;
  - ☐ One extra set of elevation drawings (four sides);
  - ☐ One extra full-sized site plan showing the setbacks;
  - ☐ Non-refundable fee of \$459.96, which will be credited to the building permit fee upon issuance.
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#### **Once a foundation permit is issued, the following documents are required PRIOR to the inspection of footing:**

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- ☐ Structural engineer's field report;
- ☐ Geotechnical engineer's report where required;
- ☐ A survey of foundation forms or survey of layout.

## **RESORT MUNICIPALITY OF WHISTLER**

### **GARBAGE DISPOSAL AND WILDLIFE ATTRACTANTS BYLAW NO. 1861, 2008**

#### **A BYLAW TO PROVIDE FOR THE DISPOSAL AND STORAGE OF GARBAGE AND CONTROL OF WILDLIFE ATTRACTANTS**

The Council of the Resort Municipality of Whistler, in open meeting assembled, ENACTS AS FOLLOWS:

#### **CITATION**

1. This Bylaw may be cited as “Garbage Disposal and Wildlife Attractants Bylaw No. 1861, 2008”.

#### **DEFINITIONS**

2. In this Bylaw:

“agent” means a person authorized to act on behalf of an owner of a parcel in respect to the parcel;

“commercial garbage container” means a wildlife resistant container that is emptied by a garbage contractor and used to dispose of domestic garbage or waste or both;

“commercial recycling container” means a wildlife resistant container that is emptied by a garbage contractor and used to dispose of recyclable materials;

“dangerous wildlife” means bear, cougar, coyote or wolf, or a species of wildlife that is prescribed as dangerous under the *BC Wildlife Act*;

“domestic garbage” means all discarded matter resulting from residential activity, but does not include hazardous waste or waste from construction, utility, commercial or other non-residential activities;

“dwelling unit” means a self-contained set of habitable rooms in a building, including not more than one set of cooking facilities;

“garbage compactor” means a metal receptacle operated by or on behalf of the Municipality for the depositing and compacting of domestic garbage;

“garbage contractor” means a person that collects and disposes of garbage and carries out related duties;

“hazardous waste” means hazardous waste as defined in the British Columbia Hazardous Waste Regulations, B. C. Reg. 63/88, O.C. 268/88, as amended from time to time;

“highway” means every highway, road, street, lane or right of way designed or intended for or used by the general public for the passage of vehicles; and every private place or passageway to which the public, for the purpose of the parking or servicing of vehicles, has access or is invited;

“occupant” means a tenant or guest of or an invitee to premises in or on a parcel;

“parcel” means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway;

“recycling facility” means a municipal recycling facility, or a Municipal Waste Transfer Station;

“recyclable material” includes, but is not limited to, glass jars and bottles, tin and aluminium cans, plastic bottles, rigid plastic containers, plastic grocery bags, newsprint, mixed paper, and corrugated cardboard;

“waste” means garbage other than domestic garbage and hazardous waste, including that from utility, commercial, industrial or other non domestic activities, that could or does act as a wildlife attractant;

“wildlife attractant” means any substance that could be reasonably expected to attract dangerous wildlife including but not limited to food products, domestic garbage, pet food, seed, restaurant grease, game meat, or glass or metal ware or other item having contained food;

“wildlife resistant container” means a fully enclosed container with a sealed lid and a self-latching mechanism of sufficient design and strength to prevent access by dangerous wildlife, that is securely affixed to the ground or to an immovable object or fixture, and that is described in Schedule A;

“wildlife proof enclosure” means a structure which has enclosed sides, a roof, doors and a self-latching mechanism of sufficient design and strength to prevent access by dangerous wildlife, that is designed and constructed in accordance with the standards and specifications set out in RMOW Garbage Enclosure Guidelines.

### **STORAGE AND DISPOSAL**

3. No person shall dispose of or store domestic garbage, waste, or recyclable material except into a container that is a wildlife resistant container or is located in a wildlife proof enclosure.
4. Garbage and recycling containers required for temporary special events, such as weekend ball tournaments, weddings, outdoor conventions, Mayor’s Picnic and Canada Day are exempt from the requirement under section 3 if emptied and removed from public access before 10:00 p.m.

5. No person shall dispose of domestic garbage or recyclable materials except into:
  - (a) a wildlife resistant container;
  - (b) a container in a wildlife proof enclosure;
  - (c) a garbage compactor; or
  - (d) subject to section 6, a recycling facility.
6. No person shall deposit anything but domestic garbage into a garbage compactor.
7. No person shall dispose of waste except to the Municipal Waste Transfer Station.
8. No person shall throw, place or pile, or cause to be thrown, placed or piled on a highway, or parcel, domestic garbage, waste, hazardous waste, recyclable materials or wildlife attractants.
9. No owner or occupier of a parcel shall place or have placed a wildlife resistant container or wildlife proof enclosure on or outside the boundary of their parcel.
10. No owner or occupier of a single family or duplex parcel shall place or have placed a commercial garbage container on the parcel unless approved in writing by the Resort Municipality of Whistler. The RMOW will consider such aspects as, but not be limited to, the siting of the bin in relation to parking and snowclearing, and visual effects from street and neighbouring properties.

### **RECYCLABLE MATERIALS**

11. No owner, occupant or agent of an owner of a parcel that contains a commercial recycling container shall dispose of recyclable materials except in:
  - (a) the commercial recycling container; or
  - (b) at a recycling facility.
12. Every person must dispose of recyclable materials in accordance with this Bylaw and, without limitation, separately from domestic garbage, waste or hazardous waste.
13. No person shall deposit recyclable materials in a garbage compactor.

### **WILDLIFE PROOF CONTAINERS AND ENCLOSURES**

14. Every person who owns, uses or possesses a wildlife resistant container or wildlife proof enclosure must keep it closed and secure, except at the time of deposit of permitted substances, and must maintain a wildlife resistant container in wildlife resistant condition at all times, and must maintain a wildlife proof enclosure in wildlife proof condition at all times.



15. No person shall leave garbage, waste, recyclable materials or other attractants outside a container or enclosure.
16. Every owner or occupier of a commercial, industrial, institutional and tourist accommodation building shall provide a garbage storage site located inside a building or within a wildlife proof enclosure. Single family and multiple family residential development having twelve or more dwelling units shall provide a garbage storage site located inside a building or within a wildlife proof enclosure or within a wildlife resistant container.

### **WILDLIFE ATTRACTANTS**

17. No person shall store, handle or dispose of wildlife attractants in such a way that they are accessible to dangerous wildlife.
18. No person shall feed or attempt to feed dangerous wildlife, or deposit wildlife attractants in a place or manner that attracts dangerous wildlife.
19. No person shall place or allow a bird feeder on a parcel so that the bird feeder is accessible to dangerous wildlife. Every person who occupies a parcel must keep the area below a feeder free of the accumulation of seed and debris from the feeder at all times.
20. No owner or occupier of a parcel shall permit or allow fruit from a tree or bush on a parcel to accumulate on the tree, bush or ground such that it attracts or is likely to attract dangerous wildlife.
21. No person shall fail to take remedial action to avoid contact or conflict with dangerous wildlife after being advised by a designated bylaw enforcement officer that such action is necessary.

### **GARBAGE CONTRACTOR**

22. The Municipality may recover the costs incurred for contracting with a garbage contractor for the collection and disposal of garbage from charges and tipping fee revenues received under this Bylaw.

### **FEES**

23. (a) Every person who delivers domestic garbage or waste to the Municipal Waste Transfer Station or septage to the Waste Water Treatment Plant will be charged tipping fees as prescribed in Schedule "B".
- (b) The owner or occupier of each dwelling unit that does not utilize a commercial garbage container shall be charged, on the annual municipal tax notice, an annual Solid Waste and Recycling fee as prescribed in Schedule "C" to this bylaw.

## **OFFENCE AND PENALTY**

24. This Bylaw may be enforced by means of a municipal ticket in the form prescribed for the purpose of section 264 of the *Community Charter*.
25. Each day during which any violation, contravention or breach of this Bylaw continues shall be deemed a separate offence.
26. Every person who continues to violate any provision of this Bylaw, or who continues to permit, suffer or allow any act to be done in violation of any provision of this Bylaw, or who continues to neglect to do anything required to be done by any provision of this Bylaw, may have the case moved by Bylaw Services to a provincial court. Upon summary conviction by the court, the person is subject to a fine not less than \$2,000 and not more than \$10,000.00, or a term of imprisonment not exceeding three months, or both.
27. Pursuant to section 264(1)(b) of the *Community Charter*, Bylaw Enforcement Officers are designated to enforce this Bylaw.
28. Pursuant to section 264(1)(c) and section 265(1)(a) of the *Community Charter*, Bylaw 1883, 2008, Municipal Ticket Information System Implementation Bylaw Schedule B8 designates the offence committed, Bylaw section number and fine amount.
29. Council hereby delegates to Bylaw Enforcement Officers the authority to refer any disputed ticket informations, under this or any other bylaw, to the Provincial Court.

## **SEVERABILITY**

30. If any section or lesser portion of this Bylaw is held to be invalid by a Court, the invalid portion shall be severed without affecting the validity of the remaining portions of this Bylaw.

## **REPEAL**

31. The Resort Municipality of Whistler “Garbage Disposal Bylaw No. 1445, 1999”, as amended, is repealed.
32. The Resort Municipality of Whistler “Sewer Rates and Regulation Bylaw No. 1362, 1998”, as amended, is repealed.

GIVEN FIRST READING this 18<sup>th</sup> day of August, 2008.

GIVEN SECOND READING this 18<sup>th</sup> day of August, 2008.

GIVEN THIRD READING this 3<sup>rd</sup> day of November, 2008.

THIRD READING RESCINDED this 3<sup>rd</sup> day of March, 2009.

GIVEN THIRD READING AS AMENDED this 3<sup>rd</sup> day of March, 2009.

ADOPTED this 17<sup>th</sup> day of March, 2009.

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Ken Melamed, Mayor

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Shannon Story, Corporate Officer

I HEREBY CERTIFY that this is a true copy of “Garbage Disposal and Wildlife Attractants Bylaw No. 1861, 2008”

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Shannon Story, Corporate Officer

**SCHEDULE A****BYLAW NO. 1861, 2008****APPROVED WILDLIFE RESISTANT CONTAINERS****RECOMMENDED PRODUCTS:**

<b>VENDOR</b>	<b>CONTACT INFORMATION</b>	<b>PRODUCTS</b>
Bear Saver Crystal McMillan, BC Sales Rep	www.bearsaver.com  Bearawareucluelet@telus.net	<ul style="list-style-type: none"> <li>• BearSaver RCE Series Refuse Enclosures</li> <li>• BearSaver CE Series Trash /Recycling Container</li> <li>• Commercial Containers</li> <li>• Animal Resistant Roll-Out Cart</li> <li>• BearSaver HA Series Trash/Recycling Container</li> </ul>
Rollins Machinery Limited	www.rollinsmachinery.ca Langley, BC 604-533-0048 1-800-665-9060	<ul style="list-style-type: none"> <li>• Haul-All Products for residential and commercial applications</li> </ul>

Or alternative product that meets requirements of this bylaw.

**SCHEDULE B****BYLAW NO. 1861, 2008****SOLID WASTE/RECYCLING RATES**

<b>TYPE OF VEHICLE AND LOAD</b>	<b>TIPPING FEE</b>
<b>COMMERCIAL AND CONSTRUCTION VEHICLES</b> with garbage, rubbish or refuse; plant and grass clippings; commercial waste; demolition and construction wastes; wood waste; discarded or abandoned vehicles or parts thereof; septage screenings; discarded home and industrial appliances.	\$ 120 per tonne
<b>GYPSUM BOARD</b> - drywall must be kept separate from all other materials	\$ 200 per tonne
<b>APPLIANCES</b> including fridges, stoves, A/C units, hot water tanks, washers, dryers and freezers	\$ 15.00 per unit
<b>TIRES</b>	\$30.00 per m <sup>3</sup> \$ 7.50 for a commercial truck tire or \$ 3.50 for a car or pick-up truck tire \$ 3.50 surcharge for each tire with a rim
<b>CARDBOARD PENALTY</b> – This penalty applies to any load of waste containing more than 10% cardboard content	50% surcharge
<b>RECYCLABLE MATERIALS</b> – glass, tin, paper, etc. into bins at Transfer Station	FREE
<b>CLEAN WOOD WASTE</b> - Branches over 2" diameter; clean logs free of rocks; wood without nails, screws, glue, stain or chemical treatment; chipped tree trimmings; clean sawdust, shavings, chips or hogfuel	To be determined by RMOW General Manager Environmental Services based on current market rates.

<b>BIOSOLIDS</b> – solid waste from municipal wastewater treatment plants	\$110 per tonne
<b>ORGANICS</b> – food waste, yard waste, organics, etc	\$75 per tonne
<b>SEPTAGE –</b>  A – All Liquid Waste delivered via meter at the WWTP except as identified in “B” and “C” below.  B – Septage delivered from residential septic tanks within the RMOW  C – Aerated holding tanks within the RMOW as approved under the RMOW Bylaw No. 551, Septage from RMOW transfer station and Whistler Compost Plant.	\$30.00/m <sup>3</sup>  \$2.75/m <sup>3</sup>  \$1.50/m <sup>3</sup>

**SCHEDULE C**

**BYLAW NO. 1861, 2008**

**SOLID WASTE/RECYCLING RATES**

Each single family residence, duplex or other dwelling unit that does not possess on its property and utilize on a regular basis throughout the current year a commercial garbage container shall be charged, on the annual municipal tax notice, an annual Solid Waste and Recycling fee of one hundred and ninety dollars (\$190.00) per dwelling unit that shall be paid not later than July 2, 2008.

All properties in Whistler will also be charged a flat fee of one hundred (\$100) per property on the annual municipal tax notice that shall be paid not later than July 2, 2008.