

**YUULU?IL?ATH FIRST NATION GOVERNMENT**

**Enacted under the Building and Development Authorization Act section 6.1**

**BUILDING FORMS REGULATION**

**YFNR 16/2013**



**OFFICIAL CONSOLIDATION – CURRENT TO APRIL 15, 2025**

This is a certified true copy of the consolidated Building Forms Regulation YFNR 16/2013,  
Current to April 15, 2025

Date: July 4, 2025

Signed: *Hamilton*  
Law Clerk

**YUULU?IL?ATH FIRST NATION GOVERNMENT  
BUILDING FORMS REGULATION YFNR 16/2013  
OFFICIAL CONSOLIDATION – CURRENT TO APRIL 15, 2025**

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## PART 1 - INTRODUCTORY PROVISIONS

### Short Title

1.1 This regulation may be cited as the Building Forms Regulation.

### Application

- 1.2 This regulation establishes the
- (a) form of building forms required under the Act,
  - (b) manner in which a building form must be completed,
  - (c) fees, deposits and interest, required under the Act,
  - (d) form and manner of signage required under section 4.1 of the Act, and
  - (e) offences and penalties under section 6.1 of the Act.

### Definitions

1.3 In this regulation,

“Act” means the Building and Development Authorization Act;

“building form” means a form established under this regulation and includes any attachments to the building form;

“construction value” means the estimated value of all work that is the subject of an authorization, as calculated by the Yuulu?il?ath First Nation using the information submitted in the application and the values of construction as identified in the most current version of the Marshall Swift construction cost manual.

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## PART 2 - PRESCRIBED MATTERS

### Forms

- 2.1 (a) The building forms numbered BR-1 to BR-7 in Schedule 1 are established for the purposes of the Act.
- (b) A building form that is
- (i) an application under section 2.1 of the Act must be in Form BR-1,
  - (ii) an authorization under section 2.6, 3.2 or 3.3 of the Act must be in Form BR-2,
  - (iii) an application for renewal of authorization under section 3.7 of the Act must be in Form BR-3,
  - (iv) a notice of suspension or revocation of authorization under 3.8 of the Act must be in Form BR-4,
  - (v) an occupancy certificate under section 5.1 of the Act and a final report authorizing occupancy under section 5.6 of the Act must be in Form BR-5,
  - (vi) a do not occupy notice under section 5.3 of the Act must be in Form BR-6, and
  - (vii) a stop work notice under section 5.4 of the Act must be in Form BR-7.
- (c) Every building form must be executed and completed in compliance with
- (i) the Act,
  - (ii) this regulation, and
  - (iii) the instructions on the building form, as applicable.

### Fees

- 2.2 (a) An applicant must pay the applicable application fees and authorization fees based on the construction value of the project at the rates and as calculated in accordance with Schedule 2.
- (b) An application fee is non-refundable.
- (c) An applicant may request in writing the cancellation of a valid authorization, and if no work has been carried out under the authorization, the director of capital infrastructure and asset management may cancel the authorization and provide a 75% refund of the authorization fee to the applicant.

**Security deposits and interest**

- 2.3 (a) An applicant must pay the applicable security deposits in the amount set out in Schedule 2.
- (b) Unless otherwise specified, a person who is required to provide security may provide the security by
- (i) cash deposit,
  - (ii) irrevocable letter of credit, or
  - (iii) another form of security satisfactory to the director of capital infrastructure and asset management.
- (c) The Yuułu?il?ath First Nation is not required to pay interest on any security, or portion of security, returned under the Act.

**Signage**

- 2.4 (a) The signage required by section 4.1 of the Act must be
- (i) at least 27.9 cm x 43 cm in size, and
  - (ii) posted on or as close as practicable to the building or structure that is the subject of the authorization.
- (b) The owner of a project site must promptly repair or replace the signage described in subsection (a) if it is damaged, removed or otherwise fails to convey the information required by section 4.1 of the Act.

## **PART 3 - FORM PREPARATION AND COMPLETION**

### **Completion of building form**

- 3.1 (a) Every building form, including attachments, must be on durable paper of 27.9 cm x 21.5 cm in size.
- (b) A building form must be completed by printing or typing in
- (i) legible characters of 10 or 12 pitch, but not smaller than 12 point, and
  - (ii) black or dark ink that is compatible for electronic scanning, optical character recognition or micrographic technology of the kind used in the Yuulu?il?ath administration office.

### **Abbreviations**

- 3.2 An abbreviation of any word on a building form must not be used unless the abbreviation does not obscure the meaning, intent or legal effect of the building form.

### **English language**

- 3.3 Every building form must be completed in the English language.



## **PART 4 - ENFORCEMENT, OFFENCES AND PENALTIES**

### **Enforcement, offences and penalties**

4.1 An enforcement officer may issue the following to a person for an offence under the Act or this regulation:

- (a) a compliance notice under Part 4 of the Enforcement Act, or
- (b) a ticket under Part 5 of the Enforcement Act.

4.2 [Repealed]

### **Separate offence each day of contravention**

4.3 A person who commits, causes or allows a contravention of the Act or this regulation commits an offence and each day the contravention continues is a separate offence.

### **Deemed knowledge of owner**

4.4 An owner is deemed to have knowledge of and be liable under the Act in respect of any work on the owner's Yuulu?il?ath lands or Yuulu?il?ath foreshore and any change in the use, occupancy or both of a building or structure, or of part of a building or structure, on those lands or foreshore.

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## **SCHEDULE 1 - BUILDING FORMS**

**BR-1 – Application**

**BR-2 – Authorization**

**BR-3 – Application to Renew Authorization**

**BR-4 – Notice of Suspension or Revocation of Authorization**

**BR-5 – Occupancy Certificate/Final Report Authorizing Occupancy**

**BR-6 – Do Not Occupy Notice**

**BR-7 – Stop Work Notice**



**BR-1 – APPLICATION**

Page 1

|   |  |   |
|---|--|---|
| <p><b>YUULU?IL?ATH FIRST NATION</b></p> <p><b>Building and Development Authorization Act</b><br/> <b>Department of Nisimaakukqin?aala</b><br/> <b>(always our land) - Lands and Resources</b><br/> <b>Building Forms Regulation</b><br/> <b>Form BR-1</b></p> <p><b>APPLICATION FOR AUTHORIZATION</b></p> |  | <p>Date received:</p> <p>File no:</p> <p><input type="checkbox"/> Major Construction</p> <p><input type="checkbox"/> Standard Construction</p> <p><input type="checkbox"/> Application fee received</p> <p><i>(for Department of Nisimaakukqin?aala (always our land) - Lands and Resources use only)</i></p> |
|---|--|---|

I, \_\_\_\_\_ (*Name of Applicant*) hereby apply under the Building and Development Authorization Act for authorization to (*Description of Project*) \_\_\_\_\_

**PROPERTY INFORMATION**

|                                |  |
|--------------------------------|--|
| Legal Description of Property: |  |
| Civic Address:                 |  |

**APPLICANT'S CONTACT INFORMATION**

|                  |  |
|------------------|--|
| Name:            |  |
| Signature:       |  |
| Phone #s:        |  |
| Mailing Address: |  |
| Email Address:   |  |

**OWNER'S CONTACT INFORMATION (if the Applicant is not the Owner):**

|                  |  |
|------------------|--|
| Name:            |  |
| Signature:       |  |
| Phone #s:        |  |
| Mailing Address: |  |
| Email Address:   |  |

Form BR-1

Page 2

**PROJECT COORDINATOR'S CONTACT INFORMATION:**

|                     |   |
|---------------------|---|
| Name:               |   |
| Profession:         | (check one) <input type="checkbox"/> building official <input type="checkbox"/> registered professional |
| Title:              |   |
| Licence/Business #: |   |
| Phone #s:           |   |
| Mailing Address:    |   |
| Email Address:      |   |

I confirm that for this application (check one)  I am the building official or registered professional retained by the owner to coordinate the project or  I am the only building official or registered professional retained for the project. I confirm that the following estimated cost of construction is accurate:

**ESTIMATED COST OF CONSTRUCTION** of all buildings and structures forming part of the project: \$ \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CONSTRUCTION INFORMATION:**

The work requiring authorization involves (number) \_\_\_\_\_ building(s) or structure(s). *An applicant must pay the application fee for each building or structure.*

The work requiring authorization involves: (please check all that apply):

|   |  |
|---|--|
| <input type="checkbox"/> Subdivision of Yuuku?il?ath land   | <input type="checkbox"/> Repairing/altering an existing building or structure                            |
| <input type="checkbox"/> Building/structure greater than or equal to 600m <sup>2</sup> in building area or building/structure greater than 3 storeys high | <input type="checkbox"/> Constructing a masonry fireplace or chimney                                     |
| <input type="checkbox"/> Two or more building/structures, other than a temporary building   | <input type="checkbox"/> Constructing a temporary building   |
| <input type="checkbox"/> Building/structure intended to be utilized for public assembly, industrial, commercial or mercantile purposes                    | <input type="checkbox"/> Moving a building or structure  |
| <input type="checkbox"/> Total estimated cost for the construction greater than or equal to \$300,000   | <input type="checkbox"/> Demolishing a building or structure   |
|   | <input type="checkbox"/> Installing a solid fuel burning appliance or factory built fireplace or chimney |
|   | <input type="checkbox"/> Plumbing, including a fire suppression, system                                  |
|   | <input type="checkbox"/> Retaining structure   |
|   | <input type="checkbox"/> Swimming pool   |

**Description of Work:**

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |

*Applicants are also encouraged to complete the Green Building Checklist at Appendix 4*

Form BR-1

Page 3

In accordance with section 2.10 of the Building and Development Authorization Act, the following requirements must be satisfied in order for an application to be considered complete:

|   |
|---|
| <input type="checkbox"/> an application, including all required supporting documentation, has been submitted by the applicant and all required information in the application has been provided by the applicant with the required signatures   |
| <input type="checkbox"/> the proposed work set out in the application has been certified by, in the case of standard construction, a building official or, in the case of either standard construction or major construction, a registered professional that it substantially conforms with the British Columbia Building Code, the Act and all other applicable enactments |
| <input type="checkbox"/> the owner has paid all fees and charges and met all requirements imposed by the Act and any other applicable enactment   |
| <input type="checkbox"/> the owner has retained the required building official(s) or registered professional(s)   |

**Appendices to Application:**

Appendix 1: Owner's Acknowledgement of Responsibilities and Undertakings

Appendix 2: Registered Professional's Proof of Insurance

Appendix 3: Letters of Assurance

Appendix 4: Green Building Checklist

Form BR-1

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**APPENDIX 1**

**OWNER'S ACKNOWLEDGEMENT OF RESPONSIBILITY AND UNDERTAKINGS**

ATTENTION: Yuuku?il?ath First Nation Director of Capital Infrastructure and Asset Management

Re: Address: \_\_\_\_\_

Application No.: \_\_\_\_\_

In consideration of the Yuuku?il?ath First Nation accepting and processing the application for an authorization, and as required by the Yuuku?il?ath First Nation Building and Development Authorization Act, the following representations, warranties and indemnities are given to the Yuuku?il?ath First Nation.

1. That I am:

- The owner of the above property; or
- Authorized by the owner of the property described above to make this application (Agent for Owner).

2. That I have authorized:

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Address (print)

to make application for the above authorization on my behalf.

3. That I will comply with, or cause those whom I employ to comply with, the British Columbia Building Code and all enactments of the Yuuku?il?ath First Nation and other statutes and regulations in force in Yuuku?il?ath First Nation lands relating to the development, work, undertaking or permission in respect of which this application is made.

4. That I understand and acknowledge that I am fully responsible for carrying out the work, or having the work carried out, in accordance with the requirements of the British Columbia Building Code, the Building and Development Authorization Act, in force from time to time, all other enactments of the Yuuku?il?ath First Nation, and all covenants, easements, rights of way, building schemes or other applicable restrictions.

5. That I understand and acknowledge that neither the issuance of an authorization, the review of plans and supporting documents, nor any inspections made by a Yuuku?il?ath First Nation official in any way constitute a representation, warranty or statement that the British Columbia Building Code, the Building and Development Authorization Act or any other applicable enactment has been complied with.

6. That I confirm that I have relied only on the building official(s) or registered professional(s) listed below for the adequacy of the plans and supporting documents submitted with this application.

Form BR-1

Page 5

7. The Yuuku?il?ath First Nation has relied and is relying exclusively on the letter(s) of assurance or declarations prepared by: *(Insert name(s) of building official or registered professional)*

Architectural: \_\_\_\_\_

Engineering: \_\_\_\_\_

Plumbing: \_\_\_\_\_

Fire Suppression: \_\_\_\_\_

Electrical: \_\_\_\_\_

Other (specify): \_\_\_\_\_

in reviewing the plans and supporting documents submitted with this application for an authorization.

8. That I understand that where used in this application the words “work” includes all construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building or structure or other work related to construction in respect of which this application is made.
9. That I agree that the information in this application or gathered by the Yuuku?il?ath First Nation in connection with an application or authorization may be used by the Yuuku?il?ath First Nation for any purpose connected with the exercise of its powers or the performance of its duties including the enforcement of Yuuku?il?ath First Nation laws.
10. That I agree to release and indemnify the Yuuku?il?ath First Nation, its officials, employees and agents from and against all liability of any kind which I or any other person, partnership or corporation or my respective heirs, successors, administrators or assignees may have or incur in consequence of or incidental to the granting of an authorization, or any enforcement or failure to enforce the Yuuku?il?ath First Nation laws or the British Columbia Building Code and I agree that the Yuuku?il?ath First Nation owes me no duty of care in respect of these matters.
11. That I am authorized to give these representations, warranties, assurance and indemnities to the Yuuku?il?ath First Nation.
12. That I confirm that I have been advised that I should seek independent legal advice from a lawyer in respect of signing this Appendix.
13. That I have been advised to review or obtain a certified true copy of the Yuuku?il?ath First Nation Building and Development Authorization Act and the Yuuku?il?ath First Nation Building Forms Regulation.

**Owner's Information:**

**Agent for Owner Information:**

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address (print)

\_\_\_\_\_  
Address (print)

Form BR-1

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**If Owner is a Company:**

EXECUTED by \_\_\_\_\_ )  
(Company) by its duly authorized signatory: )

\_\_\_\_\_)  
Signature of Authorized Signatory )

\_\_\_\_\_)  
Name )

\_\_\_\_\_)  
Occupation )

\_\_\_\_\_)  
Address )

Form BR-1

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**APPENDIX 2**

**BUILDING OFFICIAL'S OR REGISTERED PROFESSIONAL'S  
PROOF OF INSURANCE**

Yuulu?il?ath First Nation  
PO Box 699  
Ucluelet, British Columbia  
V0R 3A0

ATTENTION: Director of Capital Infrastructure and Asset Management

**Re:** [civic address of project] Application Number # \_\_\_\_\_

This is to confirm that the undersigned is insured by a policy of insurance covering liability to third parties for error and omissions, in the amount of at least Two Million Dollars (\$2,000,000.00), in the provision of professional services in respect of the captioned project, *a certificate of which insurance is attached.*

The undersigned will notify both the Yuulu?il?ath First Nation Director of Capital Infrastructure and Asset Management and the owner who has engaged the undersigned to provide professional services in respect of the captioned project, in writing, of any termination of or change in the terms of the coverage provided by the policy, immediately upon being informed of or becoming aware of such termination or change.

\_\_\_\_\_  
**Signature**

[seal of registered professional, if applicable]

\_\_\_\_\_  
**Name of firm, if applicable**

\_\_\_\_\_  
**Name and registration number of building official  
or registered professional**

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

Form BR-1

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**APPENDIX 3**

**LETTERS OF ASSURANCE OR DECLARATIONS**

ATTENTION: Yuuku?ih?ath First Nation Director of Capital Infrastructure and Asset Management

Re: Address: \_\_\_\_\_

Application No.: \_\_\_\_\_

In consideration of the Yuuku?ih?ath First Nation accepting and processing the application for an authorization, and as required by the Yuuku?ih?ath First Nation Building and Development Authorization Act, the attached are my required letters of assurance or declarations.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Building official's or registered professional's signature)

\_\_\_\_\_  
(Print building official's or registered professional's name)

[Attach required letters of assurance or declarations, as applicable]

Form BR-1

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APPENDIX 4  
 GREEN BUILDING CHECKLIST

\_\_\_\_\_ total m<sup>2</sup> of building

\_\_\_\_\_ Civic address or legal description of property

| OPERATIONAL SYSTEMS         |  |  |   | PTS | TOTAL |
|-----------------------------|--|--|---|-----|-------|
| SPACE HEATING               | <input type="checkbox"/> AFUE rated furnace/boiler - 1 pt  | <input type="checkbox"/> high efficiency fuel burning appliance - 1 pt | <input type="checkbox"/> heat-pump - 2 pts<br><input type="checkbox"/> passive solar - 3 pts  |     |       |
| THERMOSTATS                 | <input type="checkbox"/> 1 thermostat - 1 pt   | <input type="checkbox"/> 2 thermostats - 2 pts                         | <input type="checkbox"/> 3 thermostats - 3 pts  |     |       |
| HOT WATER HEATING           | <input type="checkbox"/> non-insulated - 0 pt  | <input type="checkbox"/> insulated tank - 1 pt                         | <input type="checkbox"/> on demand - 2 pts<br><input type="checkbox"/> solar - 3 pts          |     |       |
| LIGHT FIXTURES              | <input type="checkbox"/> incandescent - 0 pt   | <input type="checkbox"/> halogen - 1 pt                                | <input type="checkbox"/> compact fluorescent 2 pts<br><input type="checkbox"/> LED - 2 pts    |     |       |
| WINDOWS                     | <input type="checkbox"/> Dbl Glazing - 1 pt  | <input type="checkbox"/> Dbl glazed with low E coating - 2 pts         | <input type="checkbox"/> Super Insulated - 3 pts  |     |       |
| INSULATION                  | <input type="checkbox"/> basement (R20+) - 1 pt  | <input type="checkbox"/> walls (R22+) - 1 pt                           | <input type="checkbox"/> floor (R25) - 1 pt<br><input type="checkbox"/> attic (R40+) - 1 pt   |     | /26   |
| INTERIOR/EXTERIOR MATERIALS |  |  |   | PTS | TOTAL |
| RECYCLED MATERIALS          | <input type="checkbox"/> doors - 1 pt<br>Please list others: _____ 1 pt  | <input type="checkbox"/> dbl glazing windows - 1 pt                    | <input type="checkbox"/> tgl glazed windows - 2 pts   |     |       |
| LOCALLY HARVESTED WOOD      | <input type="checkbox"/> no - 0 pt   | <input type="checkbox"/> yes, locally - 2 pts                          | <input type="checkbox"/> yes, on-site - 3 pts   |     |       |
| WARRANTY ON ROOF            | <input type="checkbox"/> 15 yrs - 0 pt   | <input type="checkbox"/> 25 years - 1 pt                               | <input type="checkbox"/> 30+ years - 2 pts  |     |       |
| GREEN ROOF AREAS            | <input type="checkbox"/> yes - 2 pts   | <input type="checkbox"/> no - 0 pt                                     |   |     |       |
| USE OF NATURAL MATERIALS    | please specify: _____ 2 pts  |  |   |     | /15   |
| INDOOR ENVIRONMENT          |  |  |   | PTS | TOTAL |
| LOW OR NON-TOXIC PRODUCTS   | <input type="checkbox"/> interior paint - 1 pt   | <input type="checkbox"/> stains/finishes - 1 pt                        | <input type="checkbox"/> adhesives - 1 pt<br><input type="checkbox"/> floor coverings - 2 pts |     |       |
| INDOOR AIR QUALITY          | <input type="checkbox"/> carbon monoxide detectors - 1 pt  |  | <input type="checkbox"/> air filters - 1 pt   |     |       |
| HVAC SYSTEM FILTERS         | <input type="checkbox"/> pleated media filter - 0 pt   | <input type="checkbox"/> electronic air cleaner - 1 pt                 | <input type="checkbox"/> HEPA filtration system - 1 pt  |     |       |
| HEAT RECOVERY VENTILATOR    | <input type="checkbox"/> yes   | <input type="checkbox"/> no  |   |     |       |
| NATURAL LIGHTING            | <input type="checkbox"/> strategically placed windows - 1 pt<br><input type="checkbox"/> building face orientation - 2 pts |  | <input type="checkbox"/> skylights - 1 pt   |     |       |
| MOLD PREVENTION             | <input type="checkbox"/> humidistat - 1 pt<br><input type="checkbox"/> mold resistant materials - 1 pt                     | <input type="checkbox"/> ventilation/fans - 1 pt                       | <input type="checkbox"/> slopes/drainage - 1 pt   |     | /10   |

Form BR-1

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| ENERGY/WATER CONSERVATION                            |   | PTS | TOTAL       |
|--|---|-----|-------------|
| ENERGY STAR APPLIANCES                               | <input type="checkbox"/> dishwasher, clothes washer, refrigerator, stove, dryer – 2 pts each appliance  |     |             |
| TOILETS  | <input type="checkbox"/> engl flush 6 ltr – 1 pt <input type="checkbox"/> engl flush 3 ltr – 2 pts <input type="checkbox"/> dual flush type – 3 pts                 |     |             |
| GREYWATER TREATMENT                                  | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     |             |
| WATER COLLECTION/ REUSE                              | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     |             |
| LOW FLOW FIXTURES                                    | <input type="checkbox"/> kitchen – 1 pt <input type="checkbox"/> lavatories – 1 pt <input type="checkbox"/> shower – 2 pts<br><input type="checkbox"/> bath – 2 pts |     | /24         |
| WASTE MANAGEMENT                                     |   | PTS | TOTAL       |
| RECYCLING PROGRAM DURING CONSTRUCTION                | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     |             |
| REUSED MATERIALS FROM LOCAL CONSTRUCTION SITES       | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     |             |
| COLLECTION OF WASTE BY MGT COMPANY (Animal Proof)    | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     |             |
| NO TOXIC POLLUTANTS WITHIN SITE WASTE                | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     | /8          |
| SITE MANAGEMENT                                      |   |     |             |
| PROTECTION OF TREES & VEGETATION (Flagged Off Areas) | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     |             |
| RETENTION OF TREES & VEGETATION                      | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     |             |
| REUSE EXISTING TOPSOILS & NATIVE PLANTS              | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     |             |
| MATERIALS SUPPLIED WITHIN 800KM                      | <input type="checkbox"/> yes – 2 pts <input type="checkbox"/> no – 0 pt   |     | /8          |
| <b>TOTAL GREEN BUILDING POINTS</b>                   |   |     | <b>/100</b> |

Please list any additional features that are incorporated into the building and/or comment on barriers or opportunities related to green building in Yuulu?il?ath First Nation:

**BR-2 – AUTHORIZATION**

|  |  |
|--|--|
| <p><b>YUULU?IL?ATH FIRST NATION</b></p> <p><b>Building and Development Authorization Act</b><br/>                 Department of Nismaakukqin?aala<br/>                 (always our land) - Lands and Resources<br/>                 Building Forms Regulation<br/>                 Form BR-2</p>  <p><b>BUILDING AND DEVELOPMENT AUTHORIZATION</b></p> | <p><b>File no:</b></p> <p><input type="checkbox"/> Major Construction</p> <p><input type="checkbox"/> Standard Construction</p> <p><i>(for Department of Nismaakukqin?aala (always our land) - Lands and Resources use only)</i></p> |
|--|--|

AUTHORIZATION NO.: \_\_\_\_\_  RENEWAL OF AUTHORIZATION

|  |   |   |  |
|--|---|---|--|
| Issue Date:  |   | Expiry Date:  |  |
| Civic Address:   |   |   |  |
| Legal Address:   |   |   |  |
| Owner:   |   | Primary Contact:                                    |  |
| Building Official(s) or Registered Professional(s) Retained: |   |   |  |
| Project Description:   |   |   |  |
| Construction Value: \$ _____                                 | Authorization Fee: \$ _____                         | Security Deposit: \$ _____                          |  |
|  | <input type="checkbox"/> received on _____ by _____ | <input type="checkbox"/> received on _____ by _____ |  |
| Authorization Conditions:                                    |   |   |  |

\_\_\_\_\_  
**Signature of Director of Capital Infrastructure  
 and Asset Management**

This authorization is governed by the British Columbia Building Code and Yuulu?il?ath First Nation enactments. The Owner must ensure that the work authorized complies with all applicable laws. In return for the approval of this authorization, the Owner agrees to indemnify and save harmless the Yuulu?il?ath First Nation, and each of its officers, employees, agents and servants, of and from any claims, suits, liabilities, judgments, costs, expenses or actions of any kind arising from or relating to this authorization or any communications or representations in connection with the work authorized by this authorization.

By signing, the applicant, where other than the Owner, represents that he or she is the agent of the Owner and has the owner's authority to agree to the permit conditions for and on the Owner's behalf.

Name: \_\_\_\_\_  Owner  Authorized agent of the Owner

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**BR-3 – APPLICATION TO RENEW AUTHORIZATION**

|  |  |
|--|--|
| <p><b>YUULU?IL?ATH FIRST NATION</b></p> <p><b>Building and Development Authorization Act</b><br/><b>Department of Nismaakukqin?aala</b><br/><b>(always our land) - Lands and Resources</b><br/><b>Building Forms Regulation</b><br/><b>Form BR-3</b></p>  <p><b>APPLICATION TO RENEW AUTHORIZATION</b></p> | <p>Date received:</p> <p>File no:</p> <p><input type="checkbox"/> Major Construction</p> <p><input type="checkbox"/> Standard Construction</p> <p><input type="checkbox"/> Renewal fee received</p> <p><i>(for Department of<br/>Nismaakukqin?aala (always our<br/>land) - Lands and Resources use<br/>only)</i></p> |
|--|--|

I, \_\_\_\_\_ (*Name of Applicant*) apply for the renewal of Authorization No. \_\_\_\_\_. I attach a copy of my initial Application and warrant that there have been no material or significant changes to the information in the Application, other than changes to \_\_\_\_\_ (*e.g. contact information*), for which the written approval of the director of capital infrastructure and asset management is attached. I understand that any renewal of Authorization No. \_\_\_\_\_ will be granted based on the information in the initial Application and that any changes to that information, unless specifically approved, may invalidate the Authorization.

I understand that under the Act, an applicant can only apply for one renewal of an Authorization.

Reason for renewal request: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_  
\_\_\_\_\_ Signature of Applicant

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**BR-4 – NOTICE OF SUSPENSION OR REVOCATION**

|  |  |
|--|--|
| <p><b>YUULU?IL?ATH FIRST NATION</b></p> <p><b>Building and Development Authorization Act</b><br/> <b>Department of Nismaakukqin?aala</b><br/>                 (always our land) - Lands and Resources<br/> <b>Building Forms Regulation</b><br/> <b>Form BR-4</b></p>  <p><b>NOTICE OF SUSPENSION OR REVOCATION OF AUTHORIZATION</b></p> | <p><b>File no:</b></p> <p><input type="checkbox"/> Major Construction</p> <p><input type="checkbox"/> Standard Construction</p> <p><i>(for Department of Nismaakukqin?aala (always our land) - Lands and Resources use only)</i></p> |
|--|--|

**AUTHORIZATION NO.:** \_\_\_\_\_  
**HAS BEEN SUSPENDED OR REVOKED**

|  |                         |
|--|-------------------------|
| <b>Effective Date of Suspension or Revocation:</b> |                         |
| <b>Civic Address:</b>                              |                         |
| <b>Legal Address:</b>                              |                         |
| <b>Owner:</b>                                      | <b>Primary Contact:</b> |
| <b>Reason for suspension or revocation:</b>        |                         |
| <b>Comments:</b>                                   |                         |

**Signature of Director of Capital Infrastructure and Asset Management**

For further information regarding the above, contact the Director of Capital Infrastructure and Asset Management at: Yuulu?il?ath First Nation, 100 Hittatsoo Rd, Hitacu, British Columbia, V0R 3A0 Telephone: (250)726 7342 Fax: (250) 726 7552



**BR-5 – OCCUPANCY CERTIFICATE/FINAL REPORT AUTHORIZING OCCUPANCY**

|   |  |   |
|---|--|---|
| <p><b>YUULU?IL?ATH FIRST NATION</b></p> <p><b>Building and Development Authorization Act</b><br/> <b>Department of Nismaakukqin?aala</b><br/> <b>(always our land) - Lands and Resources</b><br/> <b>Building Forms Regulation</b><br/> <b>Form BR-5</b></p> <p><b>OCCUPANCY CERTIFICATE/FINAL REPORT</b><br/> <b>AUTHORIZING OCCUPANCY</b></p> |  | <p><b>File no:</b></p> <p><input type="checkbox"/> Major Construction</p> <p><input type="checkbox"/> Standard Construction</p> <p><input type="checkbox"/> Fee received</p> <p><i>(for Department of Nismaakukqin?aala (always our land) - Lands and Resources use only)</i></p> |
|---|--|---|

|  |                     |
|--|---------------------|
| <b>Authorization No.:</b>  | <b>Date Issued:</b> |
| <b>Civic Address:</b>  |                     |
| <b>Legal Address:</b>  |                     |
| <b>Property Owner:</b>   |                     |
| <b>Proposed Use:</b>   |                     |
| <b>Authorization Conditions:</b>   |                     |
| <input type="checkbox"/> <b>Occupancy is authorized for only the following part of the building/structure:</b> |                     |

\_\_\_\_\_  
**Signature of Director of Capital Infrastructure and Asset Management**



**BR-6 – DO NOT OCCUPY NOTICE**

|  |  |  |
|--|--|--|
| <p><b>YUULU?IL?ATH FIRST NATION</b></p> <p><b>Building and Development Authorization Act</b><br/> <b>Department of Nismaakukqin?aala</b><br/>                 (always our land) - Lands and Resources<br/> <b>Building Forms Regulation</b><br/> <b>Form BR-6</b></p> <p><b>DO NOT OCCUPY NOTICE</b></p> |  | <p><b>File no:</b></p> <p><input type="checkbox"/> Major Construction</p> <p><input type="checkbox"/> Standard Construction</p> <p><i>(for Department of Nismaakukqin?aala (always our land) - Lands and Resources use only)</i></p> |
|--|--|--|

**DO NOT OCCUPY NOTICE**

|  |                     |
|--|---------------------|
| <b>Do Not Occupy Notice No.:</b>   | <b>Date Issued:</b> |
| <b>Civic Address:</b>  |                     |
| <b>Legal Address:</b>  |                     |
| <b>Owner:</b>  |                     |
| <input type="checkbox"/> Notice given to: _____<br><input type="checkbox"/> Notice posted at: _____  |                     |
| <p><b>As authorized by section 5.3 of the Building and Development Authorization Act, you are hereby directed to cease occupancy of this property immediately for the following reasons:</b></p> |                     |
| <p><b>This notice applies to:</b></p> <input type="checkbox"/> The whole of the building or structure<br><input type="checkbox"/> The following part of the building or structure: _____         |                     |

\_\_\_\_\_  
**Signature of Director of Capital Infrastructure and Asset Management**

For information regarding how to remedy the above and receive the necessary authorization to proceed, contact the Director of Capital Infrastructure and Asset Management at: Yuulu?il?ath First Nation, 100 Hittatsoo Rd, Hitacu, British Columbia, V0R 3A0 Telephone: (250) 726 7342 Fax: (250) 726 7552

**REMOVAL OF THIS NOTICE WITHOUT THE AUTHORIZATION OF THE DIRECTOR OF CAPITAL INFRASTRUCTURE AND ASSET MANAGEMENT IS AN OFFENCE**

**YUULU?IL?ATH FIRST NATION GOVERNMENT  
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**BR-7 – STOP WORK NOTICE**

|  |  |  |
|--|--|--|
| <p><b>YUULU?IL?ATH FIRST NATION</b></p> <p><b>Building and Development Authorization Act</b><br/> <b>Department of Nismaakukqin?aala</b><br/>                 (always our land) - Lands and Resources<br/> <b>Building Forms Regulation</b><br/> <b>Form BR-7</b></p> <p><b>STOP WORK NOTICE</b></p> |  | <p><b>File no:</b></p> <p><input type="checkbox"/> Major Construction</p> <p><input type="checkbox"/> Standard Construction</p> <p><i>(for Department of Nismaakukqin?aala (always our land) - Lands and Resources use only)</i></p> |
|--|--|--|

**STOP WORK NOTICE**

|  |                     |
|--|---------------------|
| <b>Stop Work Notice No.:</b>   | <b>Date Issued:</b> |
| <b>Civic Address:</b>  |                     |
| <b>Legal Address:</b>  |                     |
| <b>Property Owner:</b>   |                     |
| <input type="checkbox"/> Notice given to: _____<br><input type="checkbox"/> Notice posted at: _____  |                     |
| <p><b>As authorized by section 5.4 of the Building and Development Authorization Act, you are hereby directed to stop all construction work for the following reasons:</b></p> |                     |

\_\_\_\_\_  
**Signature of Director of Capital Infrastructure and Asset Management**

For information regarding how to remedy the above and receive the necessary authorization to proceed, contact the Director of Capital Infrastructure and Asset Management at: Yuulu?il?ath First Nation, 100 Hittatsoo Rd, Hitacu, British Columbia, V0R 3A0 Telephone: (250) 726 7342 Fax: (250) 726 7552

**REMOVAL OF THIS NOTICE WITHOUT THE AUTHORIZATION OF THE DIRECTOR OF CAPITAL INFRASTRUCTURE AND ASSET MANAGEMENT IS AN OFFENCE**



**SCHEDULE 2 – FEES AND SECURITY DEPOSITS**

| Category  | Act       | Type     | Rate                     | Unit          | Min  | Max | Comment   |
|---|-----------|----------|--------------------------|---------------|------|-----|---|
| <b>APPLICATION FEE</b><br><i>Payable when filing application</i>  | 6.1, 2.5  | Fee      | \$50 per                 | application   |      |     | The applicant must pay an application fee for each building or structure per section 2.5 of the Act.                    |
| <b>AUTHORIZATION FEE</b><br><i>Based on construction value</i><br><i>Payable prior to issuance of authorization</i> | 2.10, 6.1 | Fee      |                          |               |      |     | An owner must obtain an authorization for each building or structure per section 2.5 of the Act.                        |
| First \$ 50,000 value   |           |          | \$10 per                 | \$ 1,000      |      |     |   |
| Next \$250,000 value  |           |          | \$8 per                  | \$ 1,000      |      |     |   |
| Next \$1,700,000 value  |           |          | \$5 per                  | \$ 1,000      |      |     |   |
| Next \$2,000,000 value  |           |          | \$3 per                  | \$1,000       |      |     |   |
| <b>Partial Authorization</b>  | 3.4       | Fee      | \$200 per                | authorization |      |     |   |
| <b>Extension or Renewal</b>   | 3.7       | Fee      | \$50 per                 | authorization |      |     |   |
| <b>Temporary Building</b>   | 2.6       | Fee      | \$500 per                | building      |      |     |   |
| <b>Moving Building</b>  | 4.6(g)    | Fee      | \$500 per                | building      |      |     | Plus cost of capping utility services per 4.6(a) of the Act and authorization fee for construction on relocated site    |
| <b>Plumbing</b>   |           | Fee      | \$12 per                 | fixture       | \$36 |     |   |
| <b>Fire Suppression System</b>  |           | Fee      | \$50 per                 | system        |      |     |   |
| <b>Demolition</b>   | 4.6(g)    | Fee      |                          |               |      |     |   |
| Accessory Building  |           |          | \$100 per                | building      |      |     |   |
| Single or Two-Family Building   |           |          | \$300 per                | building      |      |     |   |
| All other buildings   |           |          | \$500 per                | building      |      |     |   |
| <b>SECURITY DEPOSIT</b><br><i>Payable prior to issuance of authorization</i>  |           |          |                          |               |      |     | Deposits are refunded less costs, after inspection and director of capital infrastructure and asset management approval |
| Security deposit required for any authorization   | 4.2       | Security | 1% of construction value |               |      |     |   |

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| <b>Category</b>   | <b>Act</b> | <b>Type</b> | <b>Rate</b> | <b>Unit</b>         | <b>Min</b> | <b>Max</b> | <b>Comment</b> |
|---|------------|-------------|-------------|---------------------|------------|------------|----------------|
| Additional deposit for demolition or moving   | 4.6(g)     | Security    | \$2,000 per | authorization       |            |            |                |
| Temporary building deposit  | 2.6        | Security    | \$2,000 per | building            |            |            |                |
| Inspection prior to return of deposit   |            | Fee         | \$ 100 per  | inspection          |            |            |                |
| <b>OCCUPANCY CERTIFICATE</b><br><i>Payable prior to issuance of final report authorizing occupancy or occupancy certificate</i> | 5.6        | Fee         | \$100 per   | building or portion |            |            |                |

**SCHEDULE 3 – [REPEALED]**



## LEGISLATIVE HISTORY

Building Forms Regulation YFNR 16/2013 enacted February 26, 2013

### Amendments

| Section  | Amendment                | In Force       |
|--|--------------------------|----------------|
| Part 2 and Schedules 1, 2 and 3                | YFNR 38/2017, s.2.1(a)   | May 18, 2017   |
| Schedule 1                                     | YFNR 38/2017, s.2.1(b)   | May 18, 2017   |
| 4.2  | YFNR 42/2017, s.3.2(a)   | July 11, 2017  |
| Schedule 3                                     | YFNR 42/2017, s.3.2(a)   | July 11, 2017  |
| 2.2(c), 2.3(b)(iii),<br>Schedule 1, Schedule 2 | YFNS 87/2025, s.16.1(ee) | March 24, 2025 |
| Schedule 1                                     | YFNR 62/2025, s.10.4(a)  | April 15, 2025 |

### **Amending Acts:**

YFNS 87/2025      Administration Structure Amendment Act

### **Regulations enacted under this Act:**

YFNR 38/2017      Building Forms Regulation Amendment Regulation  
YFNR 42/2017      Compliance Notice and Ticket Regulation  
YFNR 62/2025      Administration Structure Regulation

### **Order:**