



## **ELECTRICAL SAFETY REGULATION BYLAW**

### **BYLAW NO. 92-010**

This consolidation is a copy of a bylaw consolidated under the authority of section 139 of the *Community Charter*.  
(Consolidated on March 01, 2001 up to Bylaw No. 01-043)

This bylaw is printed under and by authority of the Corporate Administrator of the Corporation of the City of Victoria.

NO. 92-010

A BYLAW OF THE CITY OF VICTORIA

(Consolidated to include Bylaws No. 96-052, and 01-043)

to revise and consolidate the provisions of the Electrical Safety Inspection Bylaw.

1. This bylaw may be cited as the "ELECTRICAL SAFETY REGULATION BYLAW."

2. In this bylaw

01-043 "Regulation" means B.C. Regulation 487/95 made under the *Electrical Safety Act*;

01-043 "security alarm system" means a mechanical, electrical, or electronic device that

(a) is designed, intended, or used for the detection of an unauthorized entry into property or for alerting others to the commission of an unlawful act or emergency situation and

(b) Emits a sound or transmits a message, or does both;

01-043 "single family dwelling" has the same meaning as in the City's Zoning Regulation Bylaw;

01-043 "supplementary permit" means a permit as described under the Regulation;

"survey permit" means a permit for the survey of electrical work;

01-043 "temporary construction permit" means the electrical service

(a) that is put on a construction site to facilitate the construction of a new or raised building, or an addition to a building, where there is no permanent electrical power received from British Columbia Hydro and Power Authority, and

(b) for which a permit is required under s.20(4) of the Regulation;

01-043 "temporary entertainment installation permit" means a permit as described under the Regulation;

"utilization equipment" means equipment which utilizes electrical energy for mechanical, chemical, heating, lighting or similar useful purposes.

3. (1) The Council may from time to time appoint electrical inspectors for the purpose of enforcing the Electrical Safety Act its regulations.

(2) The electrical inspectors shall work under the supervision and control of the City Engineer.

(3) The City Council may appoint one of the electrical inspectors to be its Chief Electrical Inspector.

4. Nothing in this bylaw relieves any owner or electrical contractor from the duty to observe and obey all relevant statutes, regulations and bylaws and an inspection carried out by or on behalf of the City does not constitute a representation by the City or any of its officers or employees that the premises inspected are safe or sound.

01-043 5. (1) A person must not begin, carry on, or complete electrical work to which any of the following permits apply unless that person first obtains the applicable permit from the City and pays the permit fee required in this Bylaw:

(a) a permit that is required under the *Electrical Safety Act* or its regulations;

(b) a regular permit for the electrical work that is described in section 22 of the Regulation as requiring a regular permit;

(c) a supplementary permit for electrical work in any of the circumstances set out in sections 23(a) to (d) and 30(6) of the Regulation."

(2) An application shall be in the form attached to this bylaw as Schedule "A" where the application is

(a) by an electrical contractor for a regular permit, including a regular permit for temporary construction service;

(b) for a supplementary permit;

(c) for a survey permit; or

01-043 (d) for a temporary entertainment installation permit.

(3) An application by the registered owner of a residential dwelling for a regular permit shall be in the form attached to this bylaw as Schedule "B".

(4) An application for an annual electrical permit shall be in the form attached to this bylaw as Schedule "C".

(5) An application for an annual entertainment permit for an electrical installation shall be in the form attached to this bylaw as Schedule "D".

01-043 6. A person must pay to the City the applicable fees prescribed for permits and inspections as shown in Schedule E.

7. *Repealed under Bylaw No. 01-043*
8. *Repealed under Bylaw No. 01-043*
9. *Repealed under Bylaw No. 01-043*
10. Where any electrical work requiring inspection is part of a building or a plumbing permit for which a fee has been paid, no permit fee shall be charged under this bylaw.
11.
  - (1) A refund of a fee paid under this bylaw shall not be made unless expressly authorized by the Chief Electrical Inspector.
  - (2) The fee paid for a permit shall not be refunded where the permit is void or invalid under the Electrical Safety Regulation.
12.
  - (1) A refund of a portion of the fee paid for a permit may be made where the permit has been issued but neither an inspection nor an approval for the work authorized by the permit has been made.
  - (2) A refund of a portion of the fee paid for a permit may be made where the permit holder has abandoned the work before its completion and one or more inspections have been made.
  - (3) Where a refund is made, a processing charge of 25% of the fee shall be deducted from the refund.
  - (4) Despite subsection (3), the fee paid for a permit may be refunded in full to correct an error made by an electrical inspector.
13. *Repealed under Bylaw No. 01-043*
14. Any person who does, causes to be done or begins to do work for which a permit is required under this bylaw without first obtaining the permit
  - (a) is guilty of an offence and is liable to the penalties prescribed by the Offence Act, and
  - (b) whether or not the person is prosecuted for the offence, is liable to pay double the amount of the fees required under this bylaw for the permit.
15. Bylaw No. 88-25, the "Electrical Safety Inspection Bylaw," and its amendments are repealed.

Passed and received third reading by the Municipal Council the 16<sup>th</sup> day of January 1992.

Reconsidered and adopted by the Municipal Council the 30<sup>th</sup> day of January 1992.

“MARK JOHNSTON”  
CITY CLERK

“DAVID TURNER”  
MAYOR

**APPLICATION FOR ELECTRICAL PERMIT**

(SCHEDULE "A")

TO: THE CHIEF ELECTRICAL INSPECTOR  
 VICTORIA CITY HALL  
 #1 CENTENNIAL SQUARE  
 VICTORIA, B.C. V8W 1P6  
 361-0343 - Fax #385-1128



DATE: \_\_\_\_\_

**I HEREBY MAKE APPLICATION FOR A PERMIT TO INSTALL ELECTRIC WIRING AND EQUIPMENT, AS LISTED HEREUNDER, IN THE FOLLOWING PREMISES:**

ADDRESS \_\_\_\_\_

NAME \_\_\_\_\_ AS THE \_\_\_\_\_

WORK BEING DONE FOR \_\_\_\_\_ OWNER, CONTRACTOR, OCCUPANT, ETC.

USE OF PREMISE - SINGLE FAMILY DWELLING \_\_\_\_\_ DUPLEX \_\_\_\_\_ COMMERCIAL \_\_\_\_\_

APARTMENTS/CONDOMINIUMS \_\_\_\_\_ NUMBER OF UNITS \_\_\_\_\_

OTHER (SPECIFY) \_\_\_\_\_

<b>Description of Electrical Installation</b>				Building Permit Number _____
				Electrical permit fees paid as part of building permit No. <u>    </u> yes <u>    </u>
				Work not over \$200.00 - Basic \$20.00 _____
				<b>Or</b>
				Work over \$200.00 - Basic \$30.00 _____
				<b>Plus</b>
				Total value of electrical work including all owner supplied
				materials and labour _____ X 1.25% _____
				Additional declared value _____ X 1.25% + \$30. _____
<b>Indicate Main Service Characteristics</b>				Temporary Construction Service \$30.00 _____
Volts	Amps	Conductor and type	No. of ccts Main Panel	Survey Permit \$30.00 _____
Exist.				Misc. & Special Permits _____
New				<b>TOTAL:</b> _____

**PLANS AND LOAD CALCULATIONS AT TIME OF, OR PRIOR TO MAKING APPLICATION FOR PERMIT AS FOLLOWS:**

- (1) INSTALLATIONS IN EXCESS OF 750 VOLTS    (2) INSTALLATIONS IN EXCESS OF 200 AMPERES    (3) INSTALLATIONS IN HAZARDOUS LOCATIONS
  - (4) ELECTRICAL HEATING INSTALLATIONS    (5) INSTALLATION OF FIRE ALARM OR EMERGENCY LIGHTING.
- (RESIDENTIAL HEATING PLANS MAY BE DRAWN ON BACK OF THIS APPLICATION).

**PERMITS ARE ISSUED SUBJECT TO THE PROVISIONS OF THE "ELECTRICAL SAFETY ACT", AND ALL REGULATIONS AND BYLAWS MADE PURSUANT THERETO. I HEREBY AGREE TO COMPLY WITH THE AFOREMENTIONED PROVISIONS.**

AUTHORIZED PERMIT FOR SUM OF \$ \_\_\_\_\_

\_\_\_\_\_ ELECTRICAL CONTRACTOR & REGISTRATION NO.

APPROX. VALUE OF WORK \$ \_\_\_\_\_

\_\_\_\_\_ REGISTERED REP. & REGISTRATION NO.

ELECTRICAL PLANS SUBMITTED \_\_\_\_\_

\_\_\_\_\_ ADDRESS \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

\_\_\_\_\_ ELECTRICAL SAFETY INSPECTOR \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_ SIGNATURE \_\_\_\_\_ PHONE \_\_\_\_\_

Permit No. \_\_\_\_\_

# Electrical Permit Application Homeowner - Residential Dwelling

(SCHEDULE "B")

To: Electrical Inspector  
Victoria City Hall  
#1 Centennial Square  
Victoria B.C. V8W 1P6



Tel: 361-0343 Fax: 385-1128

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

Address of Installation \_\_\_\_\_

Applicant \_\_\_\_\_

Mailing Address (if different from above) \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Description of Electrical Installation	Building Permit Number _____
	Electrical Permit Fees paid as part of Building Permit No _____ Yes _____
	Work not over \$200. (basic \$20.00 fee) _____
	or
	Work over \$200. (basic \$30.00 fee) _____
	plus
	Total value of electrical installation: _____ X 1.25% = _____
	Additional declared value (not covered under B.P.) _____ X 1.25% (plus \$30.) _____
	Total Fees: _____

Main Service Characteristics:					Please note: 1. Attach electrical drawing or sketch drawing on back of this application. Include all outlets, heating units, circuiting, wire size and breaker. 2. List names of qualified persons assisting with installation on back of this application.
	Volts	Amps	Conductor and Type	No. of ccts Main Panel	
Exist.					
New					

I \_\_\_\_\_, being the owner of a residential dwelling at the above address, hereby declare that I have read the "Electrical Safety Homeowner Information Guide", that I now reside, or intend to reside at the above address upon completion of the installation, that I am qualified to do the work, and will do so without assistance, or with assistance from a qualified person who is not under contract and who does not receive remuneration.

Authorized for the Sum of \$ \_\_\_\_\_

Approx. Value of Work \$ \_\_\_\_\_

\_\_\_\_\_  
Electrical Safety Inspector

\_\_\_\_\_  
Applicants Signature

Permit No.

### APPLICATION OF ANNUAL ELECTRICAL PERMIT

**To: The Chief Electrical Inspector  
#1 Centennial Square  
Victoria, B.C., V8W 1P6  
Phone #361-0343 - Fax #385-1128**

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

ADDRESS \_\_\_\_\_

I HEREBY MAKE APPLICATION FOR AN ANNUAL ELECTRICAL PERMIT PURSUANT TO B.C. REGULATION 487/95 SECTION 26 FOR A SERVICE CAPACITY OF \_\_\_\_\_ K.V.A.

1. THE NAME OF THE CONTRACTOR WHO WILL PERFORM ALL WORK UNDER THE ANNUAL PERMIT IS:

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Registration No.

\_\_\_\_\_  
Contractor Representative  
Registration No. \_\_\_\_\_

**OR**

2. THE NAME OF THE QUALIFIED PERSON WHO HOLDS ELECTRICAL WORK CERTIFICATION IN CLAUSE 5(1)(A)(B)(C)OR(E) OF B.C. REGULATION 487/95 AND IS IN CONTINUOUS FULL TIME EMPLOYMENT OF THE APPLICANT.

\_\_\_\_\_  
NAME

\_\_\_\_\_  
Registration No. or T.Q. No.

**OR**

3. THE NAME OF THE QUALIFIED PERSON WHO IS A PROFESSIONAL ENGINEER IN THE ELECTRICAL DISCIPLINE WITH THE REQUIREMENTS IN CLAUSE 5(1)(D) OF B.C. REGULATION 487/95:

\_\_\_\_\_  
NAME

\_\_\_\_\_  
Registration No. and Seal

**Permits are issued subject to the Provisions of the "Electrical Safety Act", and all Regulations and Bylaws made pursuant thereto. I hereby agree to comply with the aforementioned provisions.**

Owner or Operator: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Phone \_\_\_\_\_

**Authorized for permit.**

**Fee: \$** \_\_\_\_\_

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

\_\_\_\_\_  
**ELECTRICAL INSPECTOR**

**Permit#**

**APPLICATION FOR ANNUAL ENTERTAINMENT PERMIT**

**TO:**

**The Chief Electrical Inspector  
#1 Centennial Square  
Victoria, B.C. V8W 1P6  
Phone #361-0343 - Fax# 385-1128**

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

**I HEREBY MAKE APPLICATION FOR AN ANNUAL ELECTRICAL ENTERTAINMENT PERMIT, PURSUANT TO B.C. REGULATION 487/95 SECTION 26 FOR ELECTRICAL WORK FOR:**

Brief description of work:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE NAME OF THE PERSON OR CONTRACTOR WHO WILL PERFORM OR SUPERVISE THE PERFORMANCE OF ALL THE WORK DONE UNDER THE ANNUAL PERMIT IS:

\_\_\_\_\_  
CONTRACTOR & REGISTRATION NO.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CONTRACTOR REPRESENTATIVE & REGISTRATION NO.

OR

THE NAME OF THE QUALIFIED PERSON WHO WILL PERFORM OR SUPERVISE THE PERFORMANCE OF ALL THE WORK DONE UNDER THE ANNUAL PERMIT IS:

\_\_\_\_\_  
NAME      REGISTRATION NO. OR T.Q.

**Permits are issued subject to the provisions of the "Electrical Safety Act", and all Regulations and Bylaws made pursuant thereto. I hereby agree to comply with the aforementioned provisions.**

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ PHONE: \_\_\_\_\_

**Authorized for permit.**      **Fee: \$** \_\_\_\_\_

\_\_\_\_\_  
**ELECTRICAL INSPECTOR**      **Date:** \_\_\_\_\_

**Permit#**

\_\_\_\_\_

01-043

## Schedule E

### Fees for Electrical Work

1. Table 1: Regular or supplementary contractor permit fees:

Total value of installation, labour, & materials, including owner-supplied electrical materials	Permit fee
\$1-\$300	\$36
\$301-\$500	\$43
\$501-\$700	\$50
\$701-\$1,000	\$61
\$1,001-\$20,000	\$61 plus \$20 for every extra installation value of \$1,000, or part of that, over \$1,001
\$20,001 or more	\$441.00 plus 1.25% of the total installation value over \$20,000

2. Table 2: Homeowner permit fees:

Total value of all materials x 2; no labour charges	Permit fee
\$1-\$200	\$30
\$201-\$500	\$55
\$501-\$700	\$75
\$701-\$1,000	\$91
\$1,001 or more	\$91 plus \$20 for every extra installation value of \$1,000, or part of that, over \$1,001

- a fee set out in Table 2 is payable for an electrical permit issued to a homeowner as listed in section 22 of the Regulation, and is based on a deemed installation value of 2 times the cost of materials
- homeowner fees are based on an average of 2 inspections for a permit; if more than 2 visits are necessary a charge of \$40.00 per visit applies

3. Table 3: Security alarm systems:

Total value of installation (as defined below)	Permit fee
single family dwellings with prewiring only have a deemed installation value of under \$300	\$36
single family dwellings with a complete alarm system have a deemed installation value of \$750	\$61
for all occupancies other than single family dwellings	fee is in accordance with Table 1

- the installation value of a security alarm system includes all labour, wiring, switches, control panels, key pads, wired or nonwired detection devices, sensors, cameras, and similar equipment, regardless of whether the customer rents or purchases the system
4. Temporary construction service (Regulation s.20(4)) \$40
  5. Supplementary permits for re-inspection or where access cannot be obtained for a requested inspection (Regulation s.23) \$40
  6. Survey permit (Regulation s.24)
    - residential \$40
    - nonresidential \$66
  7. Entertainment permits (Regulation s.25)
    - temporary entertainment installation permit (14 days) per location \$60
    - annual entertainment permit (as per s.26(3) of the Regulation) \$180

- 8 Annual electrical permit (Regulation s.26)
- educational facilities: \$100 plus \$2 for each classroom, shop, laboratory, gymnasium or auditorium, up to a maximum total fee of \$1,000
  - for buildings other than educational facilities: \$100 plus \$0.20 per kilovolt ampere of service capacity, up to a maximum total fee of \$1,000
- 9 Inspection fee where no specific fee is otherwise prescribed in this Schedule is a fee of \$65 per hour or part of an hour. When required inspections are outside of the City's normal working hours, fees charged will reflect cost recovery
- 10 Whenever a person requests the City to view plans for a property, that person will be required to provide proof of ownership or provide the City with a letter from the legal owners permitting them access to view the plans. A search fee of \$5.00 will be charged for this service.