



Temporary Buildings

No.: PERMITS-23
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Purpose:

To advise the general public of the City's requirements regarding "temporary buildings".

Background:

- A "temporary building" is a building or structure that may be utilized for a period of time not exceeding 12 months. These buildings may include boat shelters, storage containers, sales offices, greenhouses, or any other similar type of portable building or structure.
- For tents and air-supported structures, see Bulletin Permits-28 "Temporary Tents".
- On-site construction buildings or structures temporarily located as part of an active construction site, are not required to be permitted. This does not include "Sales Offices".
- A "temporary building" must comply with all aspects of the Zoning Bylaw.
- The "non-refundable" building permit fee for a "temporary building" is required by Consolidated Fees Bylaw 8636.

Implementation:

Persons wishing to obtain a permit to construct or locate a "temporary building" in Richmond must submit three sets of drawings addressing the following items:

- Site plan showing location of the "temporary building" including all buildings or structures on the site, fire fighting access, hydrant location, parking, services.
- Floor plan of the building showing the size and use of all areas, including if applicable, ramps and washrooms for persons with disabilities.
- Elevations showing the size and location of all exterior openings—Spatial Separation concerns.
- Wall/floor construction details to determine fire-resistance rating requirements if applicable.
- Structural details signed/sealed by a professional Engineer addressing anchorage and any additional structural work, including the appropriate Letters of Assurance.
- Additional information may be required to address; cooking equipment, location of propane cylinders, etc.
- If the building contains plumbing fixtures, plans showing drain, vents, and waterpiping drawn and sized to the BC Plumbing Code are required.

In addition to the information above:

- A letter of intent from the owner explaining why the "temporary building" is required and for what duration.
- Depending upon the extent of work, plumbing, gas and electrical permits may be required.
- Development cost charges may also be applicable.
- Prior to the expiry date of the permit, the "temporary building" must be removed and the site restored as nearly as possible to its former condition.

Should you have any questions, comments, or suggestions concerning this bulletin, please reference the Bulletin Number and email building@richmond.ca or call the Building Approvals General Inquiries line at 604-276-4118.