

# FALL 2021 CP UPDATE SEMINAR

COV ENGINEERING SERVICES

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INSTITUTE OF  
BRITISH COLUMBIA

NOVEMBER 4, 2021

VIA ZOOM



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# AGENDA

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- > PGA & COV
- > LATECOMERS
- > RAINWATER MANAGEMENT
- > INSURANCE
- > SHORING & EXCAVATION REFRESH

# FALL 2021 CP UPDATE SEMINAR

Professional Governance Act  
Updates-City of Vancouver

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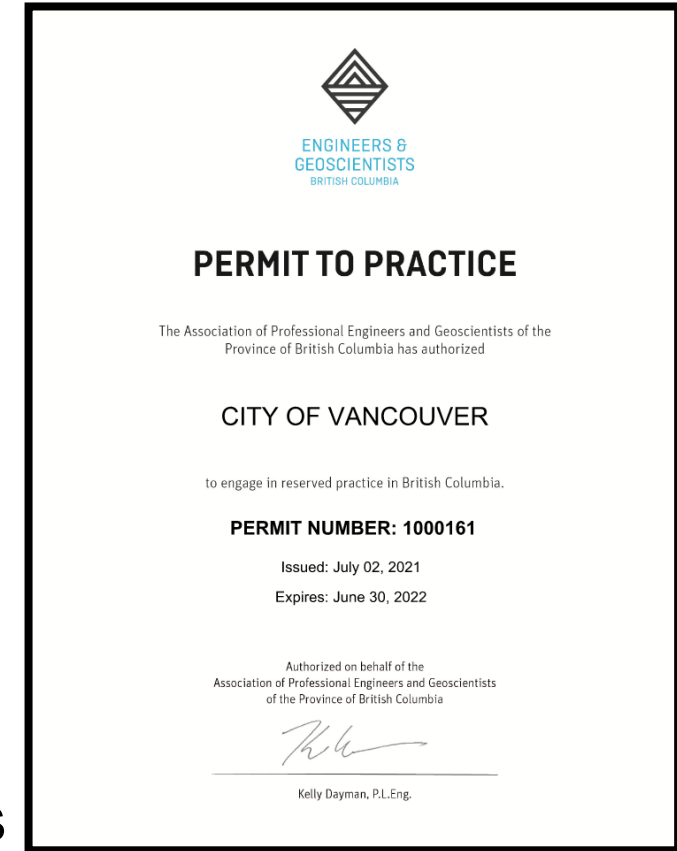
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# Professional Governance Act Implementation

- Effective July 2, 2021, firms are required to register for a Permit to Practice with EGBC
- Accordingly, the City of Vancouver obtained a [permit to practice](#) in July 2021 with a unique permit to practice number
- The City is preparing a Professional Practice Management Plan (PPMP) to outline:
  - How the City will comply with the quality management, ethics and regulatory requirements as outlined in the Professional Governance Act



# Permit Number Requirement

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- As of October 1st, permit to practice number must be applied to all authenticated documents
- **Internal policy for applying the permit number:**
- P2P number must be applied to every document authenticated by an individual registrant on behalf of the Engineering Services/COV
- Engineering Services consultants will be required to insert their P2P number to all authenticated documents-as part of our procurement process
- The City will communicate to permit applicants to:  
Request their consultants to include permit number to authenticated documents

# Peer Review Requirement

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## Development Projects:

**For development projects –as a regulatory authority we will be requesting the Peer Review of professional work done by developers and their consultants to mitigate risk to the City assets.**

## Peer Review Policy:

**A policy will be developed in alignment with the upcoming EGBC's Peer Review Practice Guideline to provide more details.**

# Independent Reviews Requirement

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## City's Projects:

**For the City initiated projects (external design), we will be requesting independent reviews for high-risk professional activities from our consultants.**

## Other Consideration:

**Engineering is also considering how it may require developers and their consultants to provide details of independent reviews for structural design and high-risk professional activities – as applicable.**

# FALL 2021 CP UPDATE SEMINAR

Rainwater Management Summary at  
BP Stage and Future Updates

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# RWM Requirements at BP Stage

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- > As described in the Prior-to-Letter for any associated Development Permit application, at the Building Permit, Applicants are to:
  1. Provide final Rainwater Management Plan for review and acceptance
  2. Provide final Rainwater Management System Operations and Maintenance Manual for the review and acceptance.
  3. Following acceptance of the documents above, the registered rainwater management legal agreement shall be amended to remove the Building Permit Hold and inclusion of the documents as schedules (appendices) to the agreement.

# Reasons for RWM Rq'ts at BP Stage

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1. **Rainwater Management Plan** – Designs are subject to changes following DP issuance. Relevant details to demonstrate performance is typically not available prior to DP issuance.
2. **Operations and Maintenance Manual** – Proper operations and maintenance procedures, contacts and figures to be relied on and referred to by future Owners. No previous submission of document at earlier stages.
3. Inclusion of the above documents as schedules (appendices) to the agreement provide quick direct reference for future Owner(s) to carry out or delegate ongoing operations as well as understanding of the RWM System.

# Notice of RWM Rq'ts at BP Stage

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Applicants are made aware of the BP requirements through the following:

- PTL conditions as part of the DP-1 review
- Description in Rainwater Legal Agreement registered prior to DP issuance
- STOP Action Conditions on POSSE – HOLD for Rainwater prior to  
**X** Stage Building Permit

# RWM Process at BP Stage

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1. First submission to be uploaded to POSSE.
2. Review group is opened on POSSE for Rainwater Management Review
  - Each round of reviews targeted to be complete within 4 weeks upon receipt.
3. a) If submission is found to be **satisfactory** – Acceptance memo from review team is uploaded to POSSE, review is closed, & HOLD lifted.
3. b) If submission is found to be **unsatisfactory** – Review Team to communicate directly with CP and Applicant team through email with details of outstanding items to be addressed. Subsequent versions of documents to be provided through email. When satisfactory – proceed with Step 3 a)

# RWM Future Updates

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Rainwater Management Bulletin update tentative for end of year publication.

- Will include revisions to the submission requirements, design resources, and permit application process to clarify the topic for all stakeholders clearly.
- Technical performance requirements to remain unchanged.

# FALL 2021 CP UPDATE SEMINAR

Latecomer Policy & Program  
Update

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# Latecomer policy

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Property developers that incur excess or extended services costs enter into a latecomer agreement with the City, allowing the initial developer to share the costs with neighbouring properties that develop within a defined area (called the "benefitting area") for a period of up to 15 years.

Language similar to Local Government Act added to Vancouver Charter in March 5, 2020; it was effective immediately. City approved a Latecomer Policy on October 19 2021 to provide clarity and transparency on how the City will utilize its latecomer powers, settle and administer latecomer agreements.

# Qualifying infrastructure



## Sanitary Sewers

New or upgraded sanitary systems



## Storm Sewers

New or upgraded storm drainage systems



## Water Systems

New and upgraded water mains



## Street Systems

Roads, sidewalks and cycling facilities, as well as signal improvements

# Eligibility

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## Who will pay?

- > In general, any development that benefits from service by an infrastructure asset that is subject to a latecomer agreement as determined by the City
  - Rezoning & Subdivision reaching decision after March 5, 2020
  - Development permit with Prior To issued after March 5, 2020

## Who would not pay?

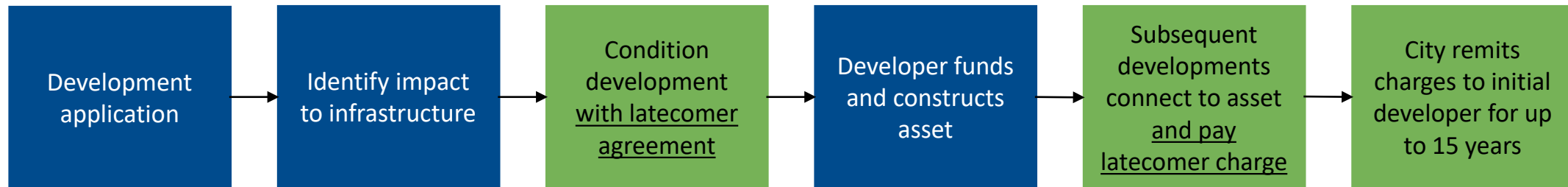
- > Low density development (ex. Single family homes, schools, civic centres)
- > Recently developed parcels (within last 15 years)
- > Parks

# Changes to existing process

## Prior to Council adoption



## Post Council adoption



# Changes to permit issuance

- > Building permit
  - Issuance hold applied to building permit until latecomer security or payment provided  
(subsequent developers only)
- > Occupancy permit
  - Issuance hold applied to occupancy permit until infrastructure works are constructed and accepted  
(initial developer only)

# FALL 2021

# CP UPDATE SEMINAR

Insurance, Street & Traffic Bylaw,  
Shoring & Excavation

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# Street & Traffic Bylaw #2849

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As of September 1, 2021 - Section 80 (3) (b) reads:

“require that proof of **commercial general liability insurance**, to the satisfaction of the Director of Risk Management, naming the City as an additional named insured, be provided.”


Note: an upcoming by-law amendment will be adding “**wrap up liability insurance**” to this section.

# S&T By-law change - Background

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- > The Street and Traffic by-law (#2849) establishes several authorities for the City Engineer with respect to use of the streets.
- > Section 30 includes a requirement to provide insurance for permitting related to temporary occupancies of the street. Updated section established same insurance coverage for construction activities
- > When a Street Use permit related to a Building permit is required then the permit holder/builder will be required to provide confirmation of insurance coverage.

# New Insurance Forms

 **CITY OF VANCOUVER**

**CERTIFICATE OF INSURANCE**  
**Wrap-up Liability Insurance**

To be completed and executed by the Insurer or its Authorized Representative

1. THIS CERTIFICATE IS ISSUED TO: City of Vancouver, 453 W 12<sup>th</sup> Avenue, Vancouver, BC, V5Y 1V4  
and certifies that the insurance policies as listed herein have been issued to the Named Insured(s) and are in full force and effect as of the effective date of the agreement described below.

2. NAMED INSURED: [must be the same name as the Permittee/Licensee or Party(ies) to Contract and is/are either an individual(s) or a legally incorporated company(ies)]

MAILING ADDRESS:

LOCATION ADDRESS:

DESCRIPTION OF PROJECT/CONTRACT:

3. **WRAP UP LIABILITY INSURANCE** (Occurrence Form) in the Joint Named Insureds of the Owner, Architects, Engineers, Consultants, Sub-consultants, Contractors, and Subcontractors, including their officials, officers, employees, agents, and all participants engaged in or connected with the above Project/Contract, including the following extensions:

<input checked="" type="checkbox"/> Personal Injury <input checked="" type="checkbox"/> Cross Liability or Severability of Interest <input checked="" type="checkbox"/> Employees as Additional Insureds <input checked="" type="checkbox"/> Blanket Contractual Liability <input checked="" type="checkbox"/> Broad Form Products and Completed Operations <input checked="" type="checkbox"/> Broad Form Property Damage including Loss of Use <input checked="" type="checkbox"/> Non-Owned Auto Liability	<b>Check Additional Extensions where applicable and included:</b> <input type="checkbox"/> Work below ground level over 3 metres <input type="checkbox"/> Excavation, shoring, underpinning, pile driving or caisson <input type="checkbox"/> Demolition, removal or weakening of support of property <input type="checkbox"/> Blasting <input type="checkbox"/> Operation of hoist or attached machinery <input type="checkbox"/> 24 months Completed Operations <input type="checkbox"/> 36 months Completed Operations
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INSURER: \_\_\_\_\_ POLICY NUMBER: \_\_\_\_\_  
POLICY PERIOD: From \_\_\_\_\_ To \_\_\_\_\_

**LIMITS OF LIABILITY: (Bodily Injury and Property Damage Inclusive):**  
Per Occurrence: \$ \_\_\_\_\_ Aggregate \$ \_\_\_\_\_

4. **POLICY PROVISIONS:**  
It is understood and agreed that:

a) The required insurance shall not be cancelled or endorsed to reduce Limits of Liability without thirty (30) days prior written notice to the City; the exception is cancellation for non-payment of premiums in which case the applicable statutory conditions will apply;

b) The City of Vancouver and its officials, officers, employees, servants and agents have been added as Additional Insureds with respect to liability arising out of the operation of the Named Insured pursuant to the governing contract, agreement, lease, permit or license.

c) The insurance policy (policies) listed herein shall be primary with respect to the above described project/contract. Any insurance or self-insurance maintained by the City of Vancouver shall be in excess of this insurance and shall not contribute to it.

SIGNED BY THE INSURER OR ITS AUTHORIZED REPRESENTATIVE \_\_\_\_\_ Dated: \_\_\_\_\_  
PRINT NAME OF INSURER OR ITS AUTHORIZED REPRESENTATIVE, ADDRESS AND PHONE NUMBER \_\_\_\_\_

## Wrap-up Liability Insurance

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## Commercial General Liability Insurance

 **CITY OF VANCOUVER**

**CGL CERTIFICATE OF INSURANCE**

Section 2 through 4 -- to be completed and executed by the Insurer or its Authorized Representative

1. THIS CERTIFICATE IS ISSUED TO: City of Vancouver, 453 W 12<sup>th</sup> Avenue, Vancouver, BC, V5Y 1V4  
and certifies that the insurance policies as listed herein have been issued to the Named Insured(s) and are in full force and effect as of the effective date of the agreement described below.

NAMED INSURED: [must be the same name as the Permittee/Licensee or Party(ies) to Contract and is/are either an individual(s) or a legally incorporated company(ies)]

MAILING ADDRESS:

LOCATION ADDRESS:

DESCRIPTION OF OPERATION, CONTRACT, AGREEMENT, LEASE, PERMIT OR LICENSE:

2. **COMMERCIAL GENERAL LIABILITY INSURANCE** (Occurrence Form)

Including the following extensions: <input checked="" type="checkbox"/> Personal Injury <input checked="" type="checkbox"/> Products and Completed Operations <input checked="" type="checkbox"/> Cross Liability or Severability of Interest <input checked="" type="checkbox"/> Employees as Additional Insureds <input checked="" type="checkbox"/> Blanket Contractual Liability <input checked="" type="checkbox"/> Non-Owned Auto Liability INSURER: _____ POLICY NUMBER: _____ POLICY PERIOD: From _____ to _____	<b>LIMITS OF LIABILITY: (Bodily Injury and Property Damage Inclusive)</b> Per Occurrence: \$ _____ Aggregate: \$ _____ All Risk Tenants' Legal Liability: \$ _____ Deductible Per Occurrence: \$ _____
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3. ☐ **UMBRELLA OR EXCESS LIABILITY INSURANCE** **LIMITS OF LIABILITY: (Bodily Injury and Property Damage Inclusive)**  
INSURER: \_\_\_\_\_ Per Occurrence: \$ \_\_\_\_\_  
POLICY NUMBER: \_\_\_\_\_ Aggregate: \$ \_\_\_\_\_  
POLICY PERIOD: From \_\_\_\_\_ to \_\_\_\_\_ Self-Insured Retention: \$ \_\_\_\_\_

4. **POLICY PROVISIONS:**  
Where it is required by the governing contract, agreement, lease, permit or license, it is understood and agreed that:

a) The City of Vancouver and its officers, employees, servants and agents have been added as Additional Insureds with respect to liability arising out of the operation of the Named Insured pursuant to the governing contract, agreement, lease, permit or license.

b) The insurance shall not be cancelled or endorsed to reduce Limits of Liability without thirty (30) days notice in writing by Registered Mail to the City of Vancouver; the exception is cancellation for non-payment of premiums in which case the applicable statutory conditions will apply.

c) The insurance policy (policies) listed herein shall be primary with respect to liability arising out of the operation of the Named Insured. Any insurance or self-insurance maintained by the City of Vancouver shall be in excess of this insurance and shall not contribute to it.

SIGNED BY THE INSURER OR ITS AUTHORIZED REPRESENTATIVE \_\_\_\_\_ Dated: \_\_\_\_\_  
PRINT NAME OF INSURER OR ITS AUTHORIZED REPRESENTATIVE, ADDRESS AND PHONE NUMBER \_\_\_\_\_

# Insurance Type & Value Required

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- > Major Commercial and mixed use projects that INCLUDE excavation and/or shoring and below grade parkades and structures.
  - > WUL \$10 Million
- > Commercial and mixed use projects that DO NOT involve excavation and/or below grade parkades or structures
  - > WUL \$5 Million
- > Residential 1 and 2 family projects and Residential multi-family projects of 3 units or more but are still a house. (Includes in-fill, laneway, and MCD's)
  - > CGL \$2 Million

# Shoring and Excavation

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## > Reminder:

- > Any changes (including shoring and excavation) should be communicated the City
  - > This includes installation of additional rods at haul out locations, changes in shoring design, changes in encroachment, etc.
- > Changes clearly marked out on the most recent approved drawing set with justification of design change upon submittal.
- > Changes to design should be included in the final permit drawings prior to occupancy
- > Issues resulting in the field that necessitate a site instruction and/or emergency work with any impact on City Street or assets require immediate notification to the City by either the consultant or the CP.
- > The CP or EOR should not be making judgement calls on whether changes that affect City Street or assets are substantial

# Shoring and Excavation

- > CoV must be notified if sites are dormant for any reason. Monitoring and maintenance requirements will be set out by the City.
- > Any movement during monitoring should be immediately reported to the City
- > Drawings should include PL, trees, and any loading conditions around the excavation
- > Ensure drilling goes beyond proposed foundation depth and follows published standards (or provides rationale for deviation)
- > If an “at-grade” building requires excavation below 1.2 meters (example: on a slope) a geotechnical engineer must review the work as per WorksafeBC regulation



# Does your BP rely on City property?

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- > For any of the following:
  - Shoring/excavation/backfilling/anchor rods
  - Hoarding/fencing
  - Crane (tower or assembly)
  - Temporary access, pavement/sidewalk restoration
- > Then it needs an accompanying Engineering SU
- > **UPDATED PROCESS:** Engineering will not start routing the BP for review until the CP confirms the Permit Applicant info for the SU

QUESTIONS?

THANK YOU