

**CITY OF VANCOUVER  
BRITISH COLUMBIA**



**HERITAGE PROPERTY STANDARDS OF  
MAINTENANCE BY-LAW NO. \_\_\_\_\_**

BY-LAW NO. \_\_\_\_\_

**A By-law prescribing minimum standards and regulations  
for the repair and maintenance of heritage property**

WHEREAS Section 596 of the *Vancouver Charter* authorizes the Council of the City of Vancouver (hereinafter "the Council") to establish minimum standards for the maintenance of real property that is within a heritage conservation area;

AND WHEREAS the Council wishes to ensure that real property that is within a heritage conservation area is preserved for future generations and does not deteriorate due to lack of repair, maintenance and conservation;

AND WHEREAS real property that is within a heritage conservation area requires reasonable repair and maintenance by owners or occupiers in order to be protected and conserved;

AND WHEREAS Council wishes to supplement the general maintenance standards that are already in effect in the City of Vancouver, with specific maintenance standards intended to apply to real property that is within a heritage conservation area;

NOW THEREFORE, THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

**SECTION 1  
APPLICATION AND INTERPRETATION**

**Name of By-law**

1.1 The name of this by-law, for citation, is the "Heritage Property Standards of Maintenance By-law".

**Application**

1.2 This by-law applies to all real property, buildings and features that are within a heritage conservation area designated as such by the Heritage Conservation Area Official Development Plan.

**Definitions**

1.3 In this By-law:

"accepted heritage conservation principles, standards and guidelines" means the Parks Canada "Standards and Guidelines for the Conservation of Historic Places in Canada" © Her Majesty the Queen in Right of Canada, 2003, as amended in 2010;

"accessory building" means an improvement on a site where the use or intended use is ancillary to that of the principal building located on the same site;

“architectural features” means siding, wall facings, corner boards, brackets, columns, pilasters, windows, doors, window and door surrounds or architraves, projections, cornices, pediments and balustrades and their paints, finishes and colours, architectural hardware and all other similar exterior or interior features;

“Chief Building Official” means the city official appointed as such by Council and includes the authorized representatives of the Chief Building Official;

“Director of Planning” means the city official appointed as such by Council and includes the authorized representatives of the Director of Planning;

“features” includes architectural and landscape features;

“Heritage Alteration Permit” means a permit authorized under Part XXVIII, Division (5) of the *Vancouver Charter*, the Heritage By-law, or the Heritage Procedure By-law;

“heritage conservation area property” means, for the purposes of this by-law, real property, buildings and features that are not heritage property and are within a heritage conservation area;

“heritage property” means, for the purposes of this by-law, real property, buildings and features that are listed in a schedule included in the Heritage Conservation Area Official Development Plan;

“landscape features” means any fence, retaining wall, fountain, patio, terrace, statuary or similar feature that is located on a site and outside the exterior walls of a building;

“occupier” means the person who occupies or lives in a building or premises and includes a tenant; and

“owner” means a registered owner of real property or a person in possession of real property and includes the agent or representative of a person owning or in possession of real property or in receipt of the rents or profits therefrom whether on his own account or as agent or trustee for any other person.

## **Severability**

1.4 A decision by a court that any part of this by-law is illegal, void, or unenforceable severs that part from this by-law, and is not to affect the balance of this by-law.

## **SECTION 2 STANDARDS OF MAINTENANCE FOR HERITAGE AND HERITAGE CONSERVATION AREA PROPERTY**

### **Maintaining property**

2.1 An owner or occupier of heritage or heritage conservation area property must:

- (a) maintain all buildings, structures, architectural features and landscape features in good repair; and
- (b) maintain all buildings, structures, architectural features and landscape features in accordance with this by-law and all other applicable by-laws.

### **Heritage alteration permits**

2.2 An owner or occupier of a heritage or heritage conservation area property must not cause, permit or allow work on the property for which a heritage alteration permit is required without having first obtained a heritage alteration permit.

### **Repair and maintenance standards**

2.3 An owner or occupier of a heritage or heritage conservation area property must carry out all repairs and maintenance:

- (a) in accordance with accepted heritage conservation principles, standards and guidelines; and
- (b) for heritage or heritage conservation area property, in accordance with the Heritage Conservation Area Official Development Plan.

### **Weather and infestation**

2.4 An owner or occupier of heritage or heritage conservation area property must repair and maintain all buildings, structures and features so as to reasonably prevent or retard damage caused by weather, wind, sun, moisture, infestation, rot, decay or similar causes, including but not limited to:

- (a) preventing water penetration;
- (b) preventing or repairing damage resulting from such causes; and
- (c) preventing entry or infestation of lands or buildings by rodents, pests or vermin.

### **Exterior finishes and painting**

2.5 An owner or occupier of heritage or heritage conservation area property must:

- (a) protect exterior finishes from damage caused by weather, wind, sun, moisture, infestation, rot, decay or similar causes; and
- (b) paint, clean, maintain and repair buildings and landscape features as necessary to protect exterior finishings and architectural features.

## **Structural integrity**

2.6 An owner or occupier of heritage or heritage conservation area property must maintain the structure and all structural supports of all buildings and structures in good repair and condition.

## **Storm water drainage**

2.7 An owner or occupier of heritage or heritage conservation area property must drain storm water from land by an approved method so as to prevent ponding or the entry of water into buildings.

## **Fences, retaining walls, and approved enclosures**

2.8 An owner or occupier of heritage or heritage conservation area property must keep fences, retaining walls, and enclosures:

- (a) in good repair;
- (b) free from accident hazards including hazards posed by glass, razor wire, barbed wire, or nails; and
- (c) free from posters, signs, advertising materials, words, pictures, drawings, graffiti, except that this does not apply to notices or orders posted in accordance with municipal, provincial or federal legislation.

## **Accessory buildings and landscape features**

2.9 An owner or occupier of heritage or heritage conservation area property must keep accessory buildings and landscape features in good repair.

## **Foundation walls**

2.10 An owner or occupier of heritage or heritage conservation area property must maintain the foundation walls of a building:

- (a) in good condition and repair;
- (b) weather tight;
- (c) free from cracks, leaks and decay; and
- (d) in a state of maintenance and repair sufficient to prevent the entry of moisture into the building.

## **Exterior and parapet walls**

2.11 An owner or occupier of heritage or heritage conservation area property must maintain the exterior walls and parapet walls of a building and their components:

- (a) in good condition and repair;
- (b) weather tight;
- (c) free from cracks, leaks or decay;
- (d) free from loose or unsecured objects and materials;
- (e) in a state of maintenance and repair sufficient to prevent or retard deterioration due to weather or infestation;
- (f) clean and free from soot, grime, mildew, mould, and peeling paint; and
- (g) free from posters, signs, notices, advertising materials, words, pictures, drawings, or graffiti.

### **Attachments**

2.12 An owner or occupier of heritage or heritage conservation area property must maintain fixtures and attachments to a building including but not limited to signs, lighting, canopies, marquees, awnings, screens, grills, pipes, ducts, air conditioners, and all other similar equipment, attachments, and extensions, and their supporting members:

- (a) in good condition and repair;
- (b) properly and safely anchored; and
- (c) protected against deterioration and decay by periodic application of a weather coating material such as paint or other protective treatment, unless constructed of materials inherently resistant to deterioration.

### **Architectural features**

2.13 An owner or occupier of heritage or heritage conservation area property must maintain the exterior architectural features of a building in good condition and properly and safely secured or anchored.

### **Exterior doors and windows**

2.14 An owner or occupier of heritage or heritage conservation area property must maintain exterior doors, windows, skylights, and hatchways of a building, and their components, in good condition and repair.

### **Roofs**

2.15 An owner or occupier of heritage or heritage conservation area property must keep the roof of a building, including the flashing:

- (a) in good repair;

- (b) weather-tight and free from leaks; and
- (c) free from loose or unsecured objects and materials.

### **Eavestroughs and downpipes**

2.16 An owner or occupier of heritage or heritage conservation area property must maintain eavestroughs and downpipes that are attached to a building or accessory building:

- (a) in good condition and repair;
- (b) in good working order;
- (c) water-tight and free from leaks; and
- (d) in such a manner that rainwater does not penetrate the building or spill in an uncontrolled manner upon sidewalks, driveways, stairways or landings.

### **Fire escapes, stairs, balconies, porches, and landings**

2.17 An owner or occupier of heritage or heritage conservation area property must maintain fire escapes, stairways, balconies, porches and landings, and all components in, on or attached to a building:

- (a) in good condition and repair;
- (b) properly and safely anchored; and
- (c) free from rust, holes, cracks, excessive wear and warping, and hazardous obstructions.

### **Protected interior fixtures and architectural features**

2.18 An owner or occupier of heritage or heritage conservation area property must maintain all interior architectural features and fixtures that have been designated as protected by a heritage designation by-law or are protected heritage property, in good repair.

### **Pests, rodents, and vermin**

2.19 An owner or occupier of heritage or heritage conservation area property must keep lands and buildings free of pests, rodents and vermin.

### **Protection of vacant property**

2.20 An owner or occupier of heritage or heritage conservation area property that is left unoccupied during construction or redevelopment of the heritage or heritage conservation area property must:

- (a) in the case of a building left unoccupied for 15 days or longer:

- (i) secure all entries, and
  - (ii) post signage that reads "Protected Heritage or Heritage Conservation Area Site - No Vandalism or Removal of Materials"; and
- (b) in the case of a building left unoccupied for 45 days or longer:
- (i) secure all entries,
  - (ii) post signage that states "Protected Heritage or Heritage Conservation Area Site - No Vandalism or Removal of Materials", and
  - (iii) board up all windows securely, to a standard that minimizes the potential for unauthorized entry.

### SECTION 3 NOTICES AND ORDERS

#### Notices and Orders

3.1 The City Building Official or the Director of Planning may give notice or order a person:

- (a) to discontinue or refrain from proceeding with any work or using or occupying any land or building or doing anything that contravenes this by-law; or
- (b) to carry out any work or do anything to bring any land or building into conformity with this by-law,

within the time specified in such notice or order.

#### Service of notice or order

3.2 A notice or order shall be sufficiently served under this by-law:

- (a) on an owner, by mailing it by registered mail or by another method that provides proof of delivery, to the owner at the address of the owner as shown on the records of the Assessment Authority of British Columbia;
- (b) on an owner or occupier, by personal service to the owner and to each occupier; or
- (c) on an owner or occupier, by posting a notice or order in accordance with section 3.3.

#### Posting of notice or order

3.3 Subject to the provisions of section 3.4, a notice or order issued under this by-law shall be sufficiently served on an owner or occupier by posting of the order or notice on or near:

- (a) heritage property; or
- (b) heritage conservation area property subject to temporary heritage protection under sections 583, 586, 589 or 590 of the *Vancouver Charter*.



### **Power of entry of the Director of Planning**

3.4 The City Building Official or the Director of Planning is authorized to enter on to land or premises at any reasonable time for the purpose of posting an order or notice issued under this by-law, except that the City Building Official or the Director of Planning must:

- (a) make a reasonable attempt to notify the owner or occupier prior to or upon entering the land or premises; and
- (b) present a copy of the order to the owner or occupier upon request.

### **Prohibition against interference**

3.5 A person must not:

- (a) interfere with the posting of an order or notice under this by-law; or
- (b) remove, alter, deface or destroy an order or notice posted under this by-law.

## **SECTION 4 OFFENCES AND PENALTIES**

### **Offences**

4.1 A person who:

- (a) violates any provision of this by-law, or does any act or thing which violates any provision of this by-law, or suffers or allows any other person to do any act or thing which violates this by-law;
- (b) neglects to do or refrains from doing anything required to be done by this by-law; or
- (c) fails to comply, or suffers or allows any other person to fail to comply, with an order or notice given under this by-law,

is guilty of an offence against this by-law, and liable to the penalties imposed under this by-law.

### **Fine for offence**

4.2 Every person who commits an offence against this by-law is punishable on conviction by a fine of not less than \$1,000.00 and not more than \$10,000.00 for each offence.

### **Fine for continuing offence**

4.3 Every person who commits an offence of a continuing nature against this by-law is liable to a fine not less than \$1,000.00 and not more than \$10,000.00 for each day such offence continues.

