



UNIVERSITY ENDOWMENT LANDS

Excavation and Shoring Building Permit Policy

POLICY

January 2024

Preamble

Streamlining of the construction process has been identified by the Province of British Columbia as a priority that is applicable to UEL. The ability to commence site excavation and shoring in advance of a full building permit may allow a project team to accelerate their construction schedule and potentially secure financing linked to building permit issuance. There is not currently a formal process for UEL, although the UEL may consider excavation and shoring permits on a case-by-case basis.

Policy

A separate excavation and shoring building permit shall be considered on a project by project basis by the UEL Manager, subject to the following conditions:

1. The UEL Administration will consider the risks and potential benefits to UEL, its residents and businesses and the project applicant. It is the sole discretion of UEL staff to determine if the application is acceptable.
2. A separate excavation and shoring permit shall be considered for Certified Professional (CP) projects only.
3. An excavation and shoring permit application will be reviewed only after a Development Permit (DP) application is submitted to UEL.
4. Fees for an excavation and shoring permit shall be defined in the University Endowment Lands Fees Bylaw and be the same as the Building Permit Fees noted under "Construction and/or Demolition of Any Building or Part Thereof".

Applicant Documentation Requirements

Applicants shall submit the following documents at the time of DP submission for consideration of an excavation and shoring building permit:

1. Building Permit application form completed for excavation and shoring
2. Letter of Authorization
3. Permit to use UEL property (if applicable)
4. Excavation and Shoring Plans and Specifications
5. Site Plan and Legal Survey
6. Erosion and Sediment Control Plans
7. Traffic Management Plan
8. Tree Protection Plan



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9. Geotechnical, structural, mechanical and architectural letters of assurance (as required)
10. Hold Harmless Agreement and provide \$5,000,000 Liability Insurance naming the Province of British Columbia, Ministry of Municipal Affairs, University Endowment Lands as a named insured
11. Required fees

Application Evaluation Assessment

The intent of permitting an excavation and shoring permit is to reduce the time for construction projects. Risks of advancing excavation and shoring permits is summarized below. Consideration of these factors will assist UEL in evaluation of applications for an excavation and shoring permit.

Advisements

- Note that a separate shoring and excavation permit may not necessarily result in time savings for all projects.
- Applicants may be required to provide enhanced project communication to nearby residents.
- Approval will only be considered once a Development Permit application has been submitted.
- The project geotechnical engineer may be required to perform enhanced site reviews during excavation period to confirm site is safe.
- The UEL may require a Letter of Credit or covenant to be registered on title to mitigate risk and ensure that the site may be returned to pre-excavation condition, at no cost to UEL, if needed should the project cease.
- Excavation and shoring permit shall be considered for Certified Professional (CP) projects only.

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