

Temporary Buildings and Structures

The purpose of this brochure is to explain the building permit application requirements for temporary buildings.

"This information is provided for convenience only and is not in substitution of applicable City Bylaws or Provincial or Federal Codes or laws. You must satisfy yourself that any existing or proposed construction or other works complies with such Bylaws, Codes or other laws."

What is a temporary building?

A Temporary Building is a building or structure that complies with the following uses and can be placed on a lot for a limited time:

Construction site: Construction trailers for offices and storage of construction equipment or material can be placed on a lot until construction on that lot is finished.

Relocation of Commercial, Industrial or Institutional Use: If a building or tenant space is vacated for alterations, existing use can be moved to a temporary building on the same lot until 30 days after occupancy approval for the alterations is granted by the inspector.

Residential Sales Centre: Temporary sales centre is allowed on a multi-family residential lot being developed until 30 days after the initial sales of all units on the lot have been completed.

Television, Advertisement or Motion Picture Production: Temporary buildings can be used for these purposes for the duration of the production or two years, whichever is less.

Additional Public School Classroom Space: School portables on school site may be in place for up to ten years.

Mobile homes in a mobile home park and recreational vehicles are not temporary buildings.

Buildings, regardless of the types of construction including prefabricated modular buildings and shipping containers, which do not meet the definition of temporary building as stated in the Burnaby Zoning Bylaw, shall be considered as permanent buildings. Such buildings shall be subject to full requirements of the BC Building Code and the design and field review by architects and professional engineers may be required. PPA approval and Permanent underground electrical service are also required.

Requirements and Conditions

A temporary building

- shall not be used as a dwelling
- must have a building permit, except those exempted by the BC Building Code, such as construction trailers
- must not be a public hazard, nuisance, or obstruct a public right of way
- must be removed immediately when the allowed time period expires
- must have Preliminary Plan Approval (except temporary construction trailers and school portables)
- must comply with the BC Building Code and all other applicable codes, regulations and bylaws. Depending on the size and use of the building and the duration required on site selected compliance of the BC Building Code may be accepted by the inspector.

Permit Application Requirement

A building permit is required for a temporary building. To apply for permit you will need three sets of drawings including:

- a site plan showing all buildings on site; fire truck access; additional parking if parking is displaced
- a floor plan showing the size and use of all areas including (if applicable) ramps and washrooms for persons with disabilities
- a schematic diagram of electrical, plumbing and HVAC systems
- detail of wall, roof and floor assemblies
- elevations showing the size and location of all windows, doors and other openings (wall construction and openings facing adjacent buildings or property line may affect siting requirements)
- letters of Assurance from architect, mechanical, electrical, fire suppression and geotechnical engineers may be required depending on the size, use and complexity of the building
- structural drawings for building including anchorage/ foundation, beam supports and design criteria signed and sealed by a structural engineer with appropriate Letters of Assurance, Schedule B.
- for factory-built temporary buildings or building components:
 - a design certificate from a professional engineer
 - certification that the fabrication and field assembly or erection of the building or components have been reviewed by a professional engineer and found to be in substantial compliance with the BC Building Code and any other applicable bylaws and regulations

There is an annual permit fee for a temporary building. A temporary building may need separate electrical and plumbing permits.

If you have any questions about temporary buildings, please contact the Building Department at 604-294-7130.