

BC Energy Step Code

This bulletin is intended to provide Certified Energy Advisors, Designers, Registered Professionals, Developers and Property Owners the information necessary to successfully submit a building permit application for a building required to comply with the BC Energy Step Code in the City of Campbell River.

THE FOLLOWING DOCUMENTS ARE REQUIRED AS PART OF ALL NEW BUILDING PERMITS THAT REQUIRE STEP CODE COMPLIANCE (Effective May 1st. 2023)

PART 9 BUILDINGS

Application	<ul style="list-style-type: none"> • Pre-construction BC Energy Compliance Report prepared by an Energy Advisor • Energy Modeling Report as described in 9.36.6.4 of the BC Building Code (BCBC) • Building permit drawings that are consistent with the submitted energy modelling and compliance report • Submitted drawings shall include: <ul style="list-style-type: none"> ○ Energy statements on the drawings indicating that the project complies with the Energy Step Code, is based on Climate Zone 5 calculations (3000 heating degree days), the specific Step pursued and the required Step Code target metrics (TEDI, TEUI/MEUI, Air-tightness) ○ Information as specified in Division C, 2.2.8.2 of the BCBC
Mid-Construction	<ul style="list-style-type: none"> • At the approximate mid-stage of construction, it is highly recommended the building be tested for air-tightness. Nothing is required to be provided to the City at this stage of construction
Pre-Occupancy	<ul style="list-style-type: none"> • Prior to requesting occupancy, the owner shall provide the City with an As-Built BC Energy Compliance Report prepared by an Energy Advisor

PART 3 BUILDINGS

Application	<ul style="list-style-type: none"> • Modeling report and confirmation of design compliance with the Energy Step Code applicable step, signed and sealed by a registered professional • Letters of Assurance from all applicable registered professionals in addition to design drawings with the information as specified in Division C, 2.2.9.2 of the BCBC
Pre-Occupancy, the owner shall provide:	<ul style="list-style-type: none"> • Confirmation, including testing results, of As-Built BC Energy Compliance Report, signed and sealed by a registered professional • Letters of Assurance from all applicable registered professionals

NOTE: The Registered Professionals of Record for architectural, mechanical, plumbing and electrical disciplines each have specific responsibilities to energy efficiency requirements under the Energy Step Code. The City will not accept Letters of Assurance in the form of Schedule B if the Energy Step Code reference has been crossed out.