



Good Neighbour Suggestions for Builders and Owners

An infill project has many neighbours who are very interested in what's going on and how it's being done. This pamphlet is intended to outline exactly what builders should do as "good neighbours", and what nearby residents should expect from an infill project.

"Infill Housing" is one example of the building process at work. It can refer to any project that builds new housing in an already established neighbourhood, such as:

- demolishing one single-family home and building a new one on the same lot;
- building a duplex where a single-family home once stood;
- putting up a row of townhouses where before there were one or more single-family homes;
- constructing a new building on a vacant lot;
- major additions and renovations to existing homes.

The Good Neighbour Builder/Owner

There are six basic rules for infill builders:

1. Get all required permits and approvals;
2. Tell all neighbours what you are doing;
3. Protect the neighbourhood, including private property, fences and shrubs;
4. Clean up;
5. Keep noisy work to allowable times;
6. Do not block driveways (public or private), or roads.

Permits and Approvals

Every project must receive municipal approval (building permit, demolition permit, planning approvals, etc.) before construction starts.

Respect Existing Neighbourhoods

Communicate

When neighbours have full information, they are generally much more supportive and understanding of a project. The developer should notify, in writing, the occupants of adjacent properties prior to the commencement of the work (please refer to attached sample letter). Commencement of work includes site clearing, demolition and construction.

The notification should include a description of the work, key emergency contact numbers including that of the developer, general contractor, and owner's representative.

A sign should be erected at the site prior to the start of construction. The sign should provide the name and contact numbers of the general contractor and owner.

Encroachment

Protect neighbouring properties from construction activities. Special care must be taken to keep construction operations and trucks away from adjacent landscaping. If areas are at risk, the builder should work out an acceptable agreement with the adjacent owner BEFORE starting the work. Avoid encroaching on to adjacent property with waste disposal bins and storage. Care should be taken to direct runoff away from neighbouring properties.

Clean Up

Collect and remove waste on a regular basis. Prompt clean-up of litter and construction garbage keeps the site from becoming a safety hazard and an eyesore. Leave the site in a clean condition at the end of each work day.

District of North Saanich Noise Bylaw

Noise Bylaw 1383 requires that:

No person shall carry on construction, reconstruction, alteration or repair of any building or structure, or carry on any excavating or other operation, or operate any kind of machine or engine, which disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort, or convenience of any person or persons in the neighbourhood or vicinity except between the following hours of each day:

- (a) Monday to Friday inclusive between the hours of 7:00 a.m. and 7:00 p.m. of each day except where the day is a statutory holiday within British Columbia; and
- (b) Saturday between the hours of 8:00 a.m. to 4:00 p.m.

Common Courtesies

- Avoid playing loud music or making loud noise beyond normal work hours. During summer months, work during dinner times and evenings should be avoided.
- When temporary power is available, avoid use of a power generator.
- Dispose of litter properly to avoid it blowing onto neighbouring properties or District roads. Please leave your site in a neat and tidy condition at the end of each work day.
- Develop a plan for parking trade workers' vehicles so they don't obstruct neighbours' property, boulevards, or driveways.
- Be respectful and avoid using foul language especially when neighbours or children are nearby.
- Always ask permission to enter a neighbour's property or to use their water or electrical supply.
- Portable sanitary facilities should be used if washrooms are not available, and should be kept in a presentable condition and placed in a manner that keeps neighbouring properties in mind.
- Whether you are a builder or owner, treat neighbours in the same manner you would like to be treated.