

# About Electrical Planning Reports

A Guide for Professionals Working with  
Strata Corporations

# About VISOA

## *Welcome*

VISOA provides:

- Education
- Support
- Advocacy

Serving BC strata owners and  
councils since 1973

# Agenda

- What is an Electrical Planning Report?
- Working with Stratas
- Which stratas must obtain one?
- What's the deadline?
- Can a strata vote to waive it?
- Does it have to be updated every few years?

# Agenda

- What's in the report?
- Which stratas can get a short report?
- Who can write an EPR?
- How can the strata pay for the report?
- Who sees the report?
- Form B Information Certificate
- How does the EPR affect alteration requests for EV charging?

# What is an Electrical Planning Report?

Under the Strata Property Act

# The Strata Property Act

- The *Strata Property Act* applies to all strata corporations in BC
- Effective December 6, 2023 most stratas are required to obtain an electrical planning report
  - Bill 22 – 2023 *The Strata Property Amendment Act* (May 11, 2023)
  - Order in Council 671-23 (Dec 6, 2023)



See *Strata Property Act*  
sections:

35(2)

92(a)(iii)

94.1

96(b)(i)(A)(IV) and

## **Strata Property Regulations:**

5.7 to 5.12

and Form B



## Background

- The CleanBC Roadmap sets out BC's plan to expand and accelerate climate action to meet its 2030 greenhouse gas target and net-zero emissions by 2050
- Shifts away from fossil fuels
- After 2030, all new space and water heating equipment sold and installed in BC will be at least 100% efficient
- Accelerates adoption of electric vehicles



# Planning for the Future

## **Electrical Planning Reports are the first step for stratas to:**

- Plan for changes or additions such as:
  - Heating
  - Cooling
  - EV charging
- Prepare for replacing gas equipment
- Understand electrical needs and limitations
- Be ready to take the next steps

# What is an Electrical Planning Report?

## **An Electrical Planning Report is:**

- Not a scope of work or quote for a project
- Not a specific plan forward
- Not an EV Ready Plan

# What is an Electrical Planning Report?

## **An Electrical Planning Report is:**

- Report about the current electrical system including common property & strata lots
- Anticipated future electrical needs
- The limits of the system
- Measures to reduce capacity like changing lighting systems to LED
- Measures to increase capacity such as a service upgrade

# Purpose



## An Electrical Planning Report is:

- A resource to educate owners and discuss needs and priorities
- A starting point to plan future projects
- Information to assist council when considering owner requests to install heat pumps and EV charging stations

# EPR & EVRP: What's the difference?

## Electrical Planning Report

- Legislated
- Holistic approach
- Planning for all future needs
- Options
- Benefits most stratas
- In strata records & attached to Form B

## EV Ready Plan reports

- Voluntary
- Narrow approach
- Planning EV charging needs only
- Single solution
- Benefits some stratas
- In strata records

# Working with Stratas

# Working with Stratas

## Understanding Strata Councils & Owners

- New legislation
- Not aware of CleanBC Roadmap
- Future electrical needs may not be defined yet
- Laypersons / volunteers
- Electrical design is confusing for townhouse / bare land stratas
- Unaware of how Electrical Planning Report triggers other parts of SPA

# Working with Stratas

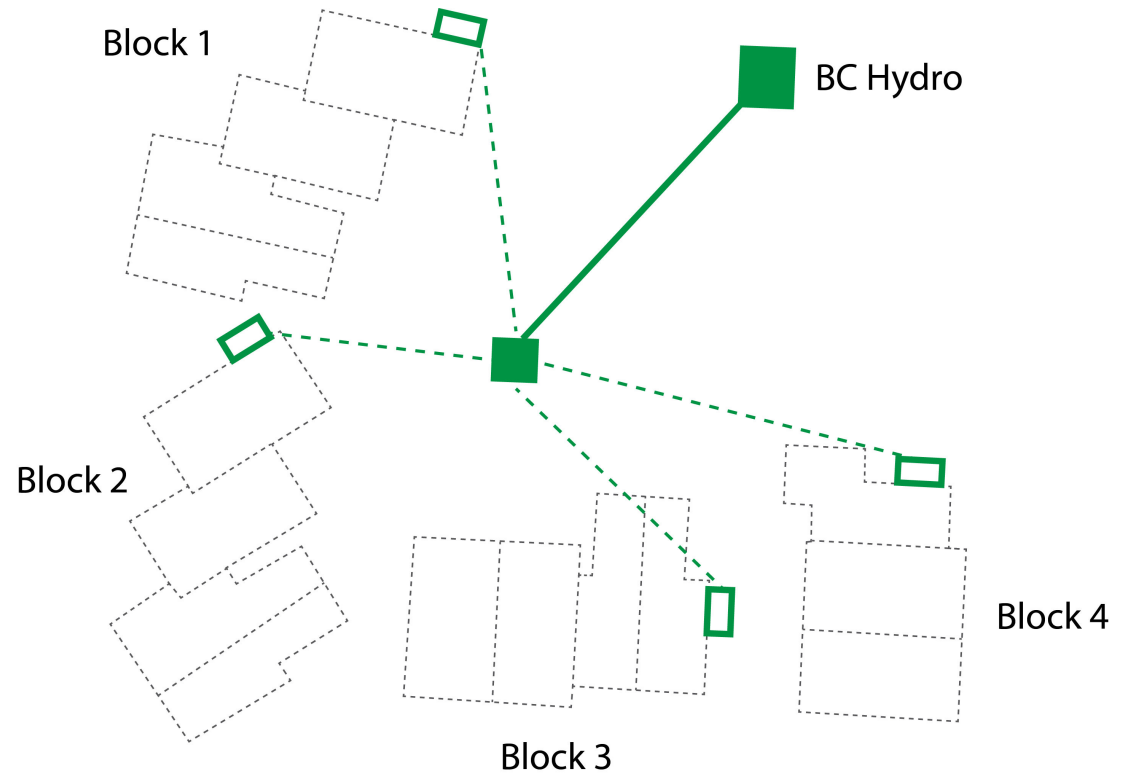
## What you can do

- Offer services for all types of stratas
- Expect up to a year for approval of funding for obtaining a report
- Make aware of CleanBC Roadmap
- Plain language, avoid acronymns
- Use terms consistently (demonstrated load/peak demand)
- Simple tables & graphics
- Separate from other reports, bids, or proposals



# Working with Stratas

## Simple illustrations



## Working with Stratas

### Consider how stratas will use the Electrical Planning Report

- Expert information to educate owners about needs & limitations
- Plan future projects
- Avoid siloed decisions
- Avoid service upgrades
- Contribute to contingency reserve fund
- Use to make council decisions about owner requests for alterations to install EV charging or heat pumps
- Attach to Form B

# Working with Stratas

- Electrical Planning Report may be relied upon for:
  - Planning projects
  - Creating bylaws
  - Approving certain alterations
  - Participating in rebate programs
- Most are owner, not council decisions and require:
  - Majority or  $\frac{3}{4}$  vote approval an annual general meeting

Which stratas must  
obtain a report?

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stratas  
must  
obtain a  
report?

Stratas with  
**fewer than 5 strata lots**  
are not required to obtain an  
Electrical Planning Report.

All other stratas must obtain an EPR including:

- Commercial
- Hotel
- Industrial
- Condominiums
- Townhomes
- Bare land stratas
- And more



What's the deadline?

## Existing stratas

- The deadline is **December 31, 2026** for stratas located within the Capital Regional District, Fraser Valley District, and the Metro Vancouver Regional District. Stratas located on islands **within** these districts have until December 31, 2028 if the island is accessible only by air or boat.
- The deadline is **December 31, 2028** for stratas in all other areas of BC.





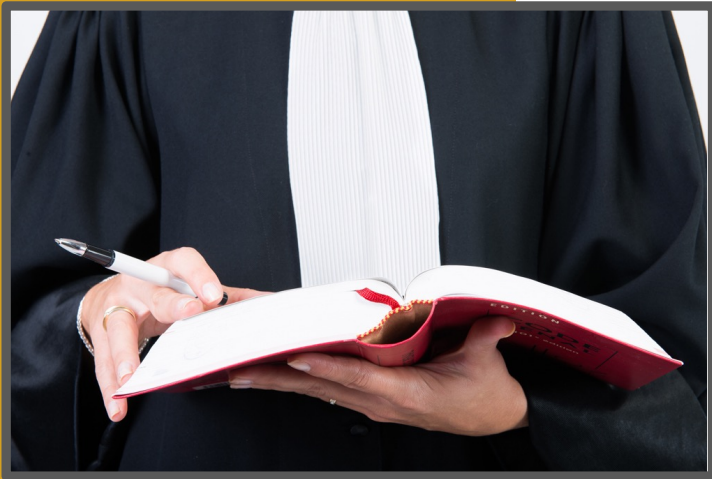
What's the  
deadline?

## New stratas

(filed after December 31, 2023)

- The deadline is **5 years after** the date that the strata plan is filed at the Land Title Office.
- New phased stratas generally have a 5-year deadline as well. See Regulation 5.9 for details.

Can a strata vote to  
waive the report?



**No.**

There is no provision in the *Strata Property Act* to allow a strata to waive or defer obtaining an Electrical Planning Report.

Does the report  
have to be updated  
every few years?

Does the  
report  
have to be  
updated  
every few  
years?

## **For most stratas, no.**

- The Act requires that the strata corporation obtain one report.
- There is no requirement to obtain updated reports.

## **Phased stratas**

- Many stratas that are built in phases will have to do additional reports as the number of strata lots increase. See Regulation 5.9 for details.

# What's in an Electrical Planning Report?

## What's in the report?

Strata Property Regulation 5.11 lists the information that must be in the report.

- Name, qualifications, etc of person the strata obtains the report from
- **Current capacity** of the strata's electrical system
- **The existing** "demands" on the system such as heating, cooling, ventilation, lighting, elevators, mechanical equipment, appliances, and EV charging infrastructure (if any)

## What's in the report?

- Current **peak demand** and **spare capacity** of the electrical system
- An estimate of the electrical capacity that would be needed **to power systems** currently powered by an energy source other than electricity
  - Such as electricity to heat water instead of natural gas





- An estimate of the electrical capacity needed for any other **anticipated future demands**
- Such as adding or modifying:
  - Heating
  - Cooling
  - Ventilation
  - EV charging infrastructure
  - Other systems



- Steps, if any, that the strata corporation could practicably take to **reduce the demands** on the capacity of the electrical system
- Such as upgrading lighting to LED



- Upgrades or modifications, if any, to the electrical system that the strata corporation could practicably undertake to **increase the capacity** of the electrical system
- Such as upgrading electrical service from the utility provider

## What's in the report?

- An estimate of the electrical capacity **that would be made available** if the strata took those steps or made those upgrades or modifications

# What's in the report?

## Note the language in the Regulations:

- “An estimate of electrical capacity...”
- “Steps a strata could practically take...”
- Consider language “in the range of”, “based on similar buildings”, “based on industry averages”
- Can’t predict strata’s future choices from a wide range of equipment and systems
- Stratas should contact a professional for additional information at the start of each new project

Which stratas can  
get a short report?

## Which stratas can get a short report?

- The author of the report will determine if the strata qualifies for a short report
- It depends on who **supplies electricity** to each strata lot. The utility or the strata?
  - Who owns the transformer?
  - Is the electricity sub-distributed?

## Which stratas can get a short report?

- Reg 5.11(3) If “each strata lot in the strata plan is supplied with electricity by a utility independently from each other strata lot”, the electrical planning report is only required to include:
  - The **name, qualifications**, etc of person the strata obtains the report from.
  - A **statement** “that each strata lot is supplied with electricity by a utility independently from each other strata lot”.



# Who can write an Electrical Planning Report?

Under the Strata Property Act



- Electrical engineer, or
  - Applied science technologist
- 
- The only exception are strata corporations where **all buildings** are “Part 9” buildings. These stratas may obtain their report from a:
    - Licenced electrician
    - Electrical engineer, or
    - Applied science technologist

# Who can write an Electrical Planning Report?

- Under the **BC Building Code** there are two main categories of buildings:
  - Simple buildings (Part 9 buildings)
  - Complex buildings (Part 3 buildings)

# Who can write an Electrical Planning Report?

- **Part 9 buildings** are typically houses, duplexes, and small apartment buildings that are:
  - **3 storeys or less** in height, and
  - Have a footprint of **600 m<sup>2</sup> or less** (the equivalent of about 10 strata lots of 650 sq ft each on the ground floor)

# Who can write an Electrical Planning Report?

- Complexes made up of Part 9 buildings might not be **“simple”**
- Distribution of electricity to townhouse and detached house strata lots can be complicated

# How can the strata pay for the report?

Under the Strata Property Act

## How can the strata pay for the report?

Cost of the Electrical Planning Report can be paid from either of the:

- **Operating fund:** the expense must be included in the budget and passed by a majority vote at an annual general meeting
- **Contingency Reserve Fund:** a resolution must be passed by majority vote at an annual or special general meeting

# Who sees the report?

Must be attached to Form B





- An Electrical Planning Report is for the benefit of the strata and its owners
- Not submitted or reviewed by the government
- Give a copy to all owners
- Must be attached to **Form B Information Certificates**
- Strata must keep any electrical planning reports obtained by the strata corporation

How does the EPR  
affect alteration  
requests for EV  
charging?



- The *Strata Property Act* contains a new section **Alterations to Common Property to Install EV Charging Infrastructure for Owner**
- See sections 90.1 to 90.3

## Alteration requests for EV charging

- If the strata has obtained an **Electrical Planning Report**, or the deadline to obtain one has passed, an owner can make a request under SPA section 90.1 and council cannot unreasonably refuse to approve it
- Council can consider the **strata's electrical system** and **future needs**
- Council must decide whether to approve an owner's request within 3 months
- Can require the owner to pay and agree in writing to reasonable conditions

# Alteration requests for EV charging

If the strata corporation:

- Has an **Electrical Planning Report**, or the deadline to obtain one has passed, and
- An owner makes a request under section 90.1 to install EV charging infrastructure in a common property parking stall
- The council may assign the common property stall for **up to 5 years** instead of 12 months

For more information visit

[www.visoa.bc.ca](http://www.visoa.bc.ca)

or the BC Strata Housing website:

[gov.bc.ca/strata](http://gov.bc.ca/strata)



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