

# AUDIT REPORT

## DETAILED DESIGN (DD) REVIEW

Project Name	City of Penticton YMCA Childcare
Project No.	88883   File Ref: 23-092
Firm	Berry Architecture + Associates
Audit Date	2026-04-09
Phase Reviewed	Detailed Design (DD)   Document dated 12 January 2024
Project Type	Renovation + Addition   Part 3
AHJ	City of Penticton, BC
Building Code	BC Building Code 2024 (BCBC 2024)
Land Use Bylaw	■■■ PENDING — Confirm applicable bylaw with AHJ before zoning analysis
Report Ref	AuditReport_88883_DD_2026-04-09.pdf (PDF 1 of 2)
QAQC Report	QAQC_Audit_88883_DD_2026-04-09.pdf (PDF 2 of 2 — see companion document)

■■■ JURISDICTION NOTICE — ZONING BYLAW NOT LOADED The City of Penticton Zoning Bylaw has not been confirmed or loaded for this audit. All findings related to zoning, setbacks, parking, height, and site coverage are marked PENDING AHJ CONFIRMATION and must be verified against the applicable bylaw before submission to the Authority Having Jurisdiction.



■ DRAWING QUALITY (DQ) FINDINGS: 8 items identified across Text (1), Graphic (2), Standards (2), and Dimensional (3) categories. See Drawing Production Quality section and DQ Summary Table for detail. DQ findings are also reproduced in the companion QAQC Process Audit Report for the BIM Captain.

### DISCIPLINE OUTPUT MATRIX — DD PHASE

Discipline	Sub-Area	Present in Set	Status
Architectural	Safety, Health, Accessibility, Environmental Sep.	■■■ Partial	Presentation format only — no sealed drawings
→ Drawings	DD presentation (slides)	■■■ Partial	No issue stamp, no P.Arch. seal
→ Specifications	CSC MasterFormat	■ Missing	No specifications provided

Discipline	Sub-Area	Present in Set	Status
Structural Eng.	Foundations, framing, connections, loads	■ Missing	Not present — HIGH finding
Mechanical Eng. → Plumbing	Fixtures, drainage, water supply	■ Missing	Not present — HIGH finding
Mechanical Eng. → Ventilation	HVAC, supply, exhaust, makeup air	■ Missing	Not present — HIGH finding
Mechanical Eng. → Energy	BC Energy Step Code	■ Missing	Not present
Electrical Eng.	Power, lighting, fire alarm, emergency	■ Missing	Not present — HIGH finding
Geotechnical	Soil bearing, foundations	■ Missing	Required for addition — HIGH finding
Fire Suppression	Sprinkler design	■ Missing	Required Part 3 + Childcare — HIGH
Civil / Surveying	Site plan, property limits	■ Missing	Not present
Environmental	Hazmat (renovation context)	■■ Unknown	Renovation — status unknown — CRITICAL trigger
Petroleum Engineer	UST, fuel systems	N/A	Not applicable to this project

### PROJECT PARAMETERS — PP-1

<b>Project Type</b>	Renovation + Addition (existing YMCA community centre)
<b>Project Scale</b>	Part 3 — Assembly/Childcare occupancy, multi-storey component
<b>Design Phase</b>	Detailed Design (DD)   Week 5 of project schedule
<b>AHJ</b>	City of Penticton, BC
<b>Applicable Code</b>	BC Building Code 2024 (BCBC 2024)
<b>Land Use Bylaw</b>	PENDING — Not confirmed. All zoning findings = PENDING AHJ CONFIRMATION
<b>Occupancy</b>	Group A, Division 2 — Assembly: Daycare / Childcare
<b>Childcare Type</b>	Mixed age group — infant room (Room C) confirmed → §3.3.2.18 trigger

NOTE — COMPANION REPORT: A standalone QAQC Process Audit Report (PDF 2) has been generated concurrently with this report. That document contains all process integrity findings (Q-001 through Q-009), gate analysis (G-01 through G-19), and the Process Integrity Score. Reference: QAQC\_Audit\_88883\_DD\_2026-04-09.pdf

## EXECUTIVE SUMMARY

This Audit Report evaluates the Detailed Design (DD) presentation package issued by Berry Architecture + Associates on January 12, 2024, for the City of Penticton YMCA Childcare project (Project No. 88883, File Ref: 23-092). The document reviewed is an 11-page design presentation covering demolition plans, proposed floor plans (Ground and Second Floor), 3D renders, and a project schedule.

The project involves a renovation and addition to an existing YMCA community centre in Penticton, BC, to create a new childcare facility. The program includes four childcare rooms (Rooms A through D), including an infant room (Room C, confirmed by plan annotation). The addition includes a two-storey component with Room D located on the second floor. The project is classified as Part 3 under the BCBC 2024, Group A Division 2 occupancy (Assembly — Daycare Facility).

This audit identifies 15 findings across code compliance and drawing quality categories, plus 9 QAQC process findings documented in the companion PDF 2. No findings are classified CRITICAL at this DD stage; however, 7 findings are HIGH severity and must be resolved before the Construction Documents (CD) phase proceeds. The absence of all engineering disciplines (structural, mechanical, electrical) from the DD set is the most significant gap.

**Infant Room (Room C)** — BCBC §3.3.2.18 requires specific provisions for childcare facilities serving children under 30 months, including direct outdoor access, sleeping area separation, and dedicated washroom facilities. These requirements must be addressed in CD drawings.

**Missing Engineering Disciplines** — Structural, mechanical, electrical, and fire suppression engineering are entirely absent from the DD set. For a Part 3 renovation with a two-storey addition, these are expected at DD stage.

**Hazmat Status Unknown** — This is a renovation of an existing facility. The status of a Hazmat investigation has not been declared in the available documentation. This is a HIGH finding (CRITICAL trigger if demolition scope confirmed).

**Fire Separation Strategy** — The relationship between the new childcare spaces and the existing community centre (different occupancy classifications) requires a documented fire separation strategy per BCBC §3.1.3.1. Not addressed in DD.

**Barrier-Free Path** — Ground floor accessible path from parking/entry to all rooms and the universal washroom must be fully dimensioned and verified. The ramp visible on the site approach (renders) suggests grade change — slope and landing dimensions not confirmed.

**Title Block Deficiency** — Sheet P1 contains unfilled placeholder text ("Sheet Name", "PROJECT NAME", "YYYY MM DD"). This must be corrected before any issue of drawings.

## MODULE 0 — PROJECT INITIATION CHECKLIST

The following initiation checklist is based on the BAA Project Workbook 2020 standard. Assessment is derived from information available in the DD presentation document and project metadata. The formal Project Workbook for Project 88883 was not provided as part of this audit submission.

### 0A — DESIGN TEAM CONTACTS

Role	Required	Status	Note
Client — Primary Contact	■ Required	■■ Unknown	Not declared in DD package
Principal in Charge	■ Required	■■ Unknown	BAA identified as firm; individual not named
Project Architect	■ Required	■■ Unknown	Not identified in DD package
Project Manager	■ Required	■■ Unknown	Not identified in DD package
Revit Captain / BIM Lead	■ Required	■■ Unknown	Title block errors suggest BIM QC gap
Structural Engineer	■ Required	■ Missing	No structural drawings or consultant identified
Mechanical Engineer	■ Required	■ Missing	No mechanical drawings or consultant identified
Electrical Engineer	■ Required	■ Missing	No electrical drawings or consultant identified
Civil Engineer	If applicable	■■ Unknown	Site civil coordination not confirmed
Geotechnical Engineer	■ Required	■ Missing	Addition to existing building — geotech required
Energy Modeller	If BC ESC	■■ Unknown	BC Energy Step Code applicability not declared

### 0D — KEY PROJECT DOCUMENTS

Document	Required	Status	Finding
4.1 Site Photos	Recommended	■■ Partial	Renders available; no site photos confirmed
4.2 Existing Drawings	■ Renovation	■■ Unknown	Demolition plan references existing structure; source unknown
4.3 Site Survey	■ CD/IFC	■ Missing	Not present in DD package
4.4 Geotechnical Report	■ New addition	■ Missing	HIGH — required for addition foundation design
4.4a Geotech to Structural	■ Required	■ Missing	Cannot confirm — structural engineer not retained
4.5 Hazmat Report	■ Renovation	■ Unknown	HIGH — renovation context; hazmat status not declared
4.6 Client Standards	If applicable	■■ Unknown	YMCA/City of Penticton client standards not referenced

### 0G — ONBOARDING COMPLETENESS SUMMARY

Section	Completes	Faltantes	Estado
0A — Design Team	1/11	10/11	■
0B — CA Team	0/6	6/6	■ (N/A at DD — note only)
0C — Project Overview	Partial	Unknown	■■ Project Workbook not provided
0D — Key Documents	1/7	6/7	■
0E — BIM Plan	■■	Unknown	■■ BIM issues evident; plan not provided
0F — Scope	■■	Unknown	■■ CA scope not declared
TOTAL	~10%	~90%	■ NOT READY — Workbook not provided

■ **PROJECT READINESS: NOT READY** — The BAA Project Workbook for Project 88883 was not provided as part of this audit submission. A formal Module 0 audit cannot be completed without it. The items above are assessed from the DD presentation only. The Project Workbook must be submitted for a complete initiation audit before the CD phase commences.

## DRAWING SET COHERENCE — REVISION & ADDENDA MATRIX

Verification	Result	Note
Consistent revision number across all sheets	■■ N/A	No formal revision block — presentation format
Issue designation on all sheets	■ MISSING	No DD/CD/IFC stamp on any sheet
Addenda emitted and reflected	N/A	Presentation deck — no addenda system
Engineering drawings with same date	■ MISSING	No engineering drawings in set
Specifications correspond to same stage	■ MISSING	No specifications provided
All referenced sheets present in set	■■ PARTIAL	A4.0 and A3.2 referenced but not in reviewed set

## CROSS-REFERENCE AUDIT RESULTS — STEP 2B

Check	Result	Detail
Sheet callout references	■■ PARTIAL	Callouts 1/A4.0 and 2/A4.0 on p.6 — A4.0 not in reviewed set
Section/elevation callouts	■■ UNCONFIRMED	Destination sheets not confirmed present
Detail bubbles resolve	■■ UNCONFIRMED	A3.2 RCP referenced on p.6 — not shown
Keynote legend	■ MISSING	No keynote legend found in any sheet
Door / window schedules	■ MISSING	Absent — expected at DD
Area schedule	■ PRESENT	Area schedule table on p.6; reasonably complete
Structural coordination	■ MISSING	No structural drawings to coordinate against
MEP coordination	■ MISSING	No MEP drawings present
Finish schedule	■ MISSING	Not present in DD package

## DRAWING PRODUCTION QUALITY AUDIT — STEP 2C

The following Drawing Quality (DQ) findings were identified during review of the DD presentation package. All DQ findings are classified under the ADMINISTRATIVE / PROCESS category. These findings are also reproduced as a summary table in the companion QAQC Process Audit Report (PDF 2) for reference by the BIM Captain.

<b>DQ-001</b>	ADMINISTRATIVE / PROCESS	<b>HIGH</b>
Title:	<b>Unfilled Placeholder Text in Title Block</b>	
Sheet(s):	P1 (Page 5 — Ground Floor Plan)	
Location:	Title block — all fields	
Description:	Title block contains unfilled template placeholder text: "Sheet Name", "PROJECT NAME", and "YYYY MM DD". These are Revit/CAD template defaults that were never replaced with actual project data. This is a fundamental drawing identification failure.	
Reference:	<a href="#">BAA Project Workbook 2020 — Section 5.0 BIM Execution Plan; Drawing Standards</a>	
Impact:	A drawing issued for DD with blank title block fields fails minimum drawing identification requirements. If submitted to the AHJ in this state, the permit application would be rejected.	
Action:	Update all title block fields immediately: Sheet Name, Project Name, Issue Date, Project Number. Assign to BIM Captain / Revit Lead. Verify all other sheets before next issue.	
Type:	DQ-T (Placeholder text not removed)	

<b>DQ-002</b>	ADMINISTRATIVE / PROCESS	<b>MEDIUM</b>
Title:	<b>Missing Issue Designation and Professional Seal</b>	
Sheet(s):	All presentation slides (Pages 1–11)	
Location:	Title block / document header	
Description:	No formal issue designation (DD, CD, IFC) appears on any sheet. No P.Arch. or P.Eng. professional seal is present on any drawing. While a preliminary presentation slide deck may not require a seal, if this document constitutes the formal DD deliverable to the client, it does not meet drawing identification or professional practice standards.	
Reference:	<a href="#">Architects Act (BC) — Drawings to bear registered architect's seal on formal issues</a>	
Impact:	Document status is ambiguous. Cannot be used for permit submission. If treated as the formal DD issue, professional liability exposure exists.	
Action:	Confirm whether this is an internal presentation or the formal DD issue. If formal DD: add issue block with revision number, issue date, and seal on all architectural drawings.	
Type:	DQ-S (Missing issue designation)	

DQ-003 ADMINISTRATIVE / PROCESS		MEDIUM
Title:	<b>Overlapping / Illegible Labels — Second Floor Plan</b>	
Sheet(s):	Page 6 (Second Floor Plan)	
Location:	Room D area — cubbies label and ST tag	
Description:	"12 CUBBIES" label is rotated vertically and appears to overlap with room boundary lines within the small footprint of Room D at 1:100 scale. The "ST" tag is also crowded within the room, reducing legibility at production print scale.	
Reference:	<a href="#">BAA Drawing Standards — Text legibility requirements</a>	
Impact:	Risk of misreading room contents and storage configuration in construction.	
Action:	Reposition labels clear of boundary lines. Verify all room labels are legible at 1:100 print scale. Assign to BIM Captain.	
Type:	DQ-G (Overlapping text)	

DQ-004 ADMINISTRATIVE / PROCESS		MEDIUM
Title:	<b>No Dimensional Strings on Floor Plans</b>	
Sheet(s):	Pages 5 and 6 (Ground Floor and Second Floor Plans)	
Location:	All rooms and corridors	
Description:	No dimensional strings (width × length) are shown for any room, corridor, door opening, accessible path, or ramp element on either floor plan. Rooms are identified by area label only (e.g., Room A = 48 m <sup>2</sup> , Room B = 93 m <sup>2</sup> , Room C = 55 m <sup>2</sup> , Room D on second floor). No accessible path widths or ramp slopes are dimensioned.	
Reference:	<a href="#">BCBC 2024 §3.8.2 — Barrier-Free Design application; §3.3.2.17/.18 — Childcare room minimums</a>	
Impact:	Cannot verify BCBC minimum room sizes, corridor widths, door opening widths, or accessible path compliance without dimensions. Insufficient for DD-level code review or contractor pricing.	
Action:	Add complete dimensional strings to both floor plans: overall building dimensions, room dimensions, corridor widths, door rough openings, ramp lengths and slopes, landing dimensions. Mandatory before CD issue.	
Type:	DQ-D (Undimensioned elements)	

DQ-005	ADMINISTRATIVE / PROCESS	MEDIUM
Title:	<b>Triplicated Demolition Base Plan Across Slides</b>	
Sheet(s):	Pages 2, 3, 4 (Demolition Plans)	
Location:	Demolition plan base — all three slides	
Description:	The same demolition plan (A3.0/1 at 1:100) is reproduced on three consecutive presentation slides, each with a different annotation overlay (green dashes, red arrow, orange expansion zone). In a formal drawing set this would be a single drawing with a clear legend distinguishing demolition scope, existing structure to remain, and new work zones.	
Reference:	<a href="#">BAA Drawing Standards — Single-source drawing convention</a>	
Impact:	Risk of contractor using the wrong overlay as the 'official' demolition plan. Scope of demolition is fragmented across three slides with no consolidated legend.	
Action:	Consolidate to a single demolition plan drawing with a complete legend distinguishing: (1) existing to remain, (2) demolish, (3) new work. Issue as a formal drawing with proper title block and revision.	
Type:	DQ-S (Duplicate base plan / no legend consolidation)	
DQ-006	ADMINISTRATIVE / PROCESS	MEDIUM
Title:	<b>Absent Door and Window Schedules</b>	
Sheet(s):	All pages reviewed (1–11)	
Location:	No schedule sheets present	
Description:	No door schedule, window schedule, or hardware schedule is present in the DD package. At DD stage, door and window schedules should be in draft form showing type, size, fire rating (where applicable), and accessibility hardware.	
Reference:	<a href="#">BCBC 2024 §3.1.8 — Fire separations and closures</a> ; <a href="#">§3.4.6.10 — Exit door requirements</a>	
Impact:	Cannot verify fire ratings of doors in exit paths or fire-rated separations. Cannot verify accessible door hardware or opening forces.	
Action:	Issue door and window schedules with the next drawing revision. Include at minimum: door ID, size (W×H), type, fire rating, hardware group, accessibility compliance flag.	
Type:	DQ-D (Missing schedule)	

<b>DQ-007</b>	ADMINISTRATIVE / PROCESS	<b>MEDIUM</b>
Title:	<b>Area Schedule — Inconsistency Between Plan and Table</b>	
Sheet(s):	Pages 5 and 6	
Location:	Ground floor plan (p.5) vs. area schedule table (p.6)	
Description:	The area schedule on page 6 lists 'Accessible WC' at 6 m <sup>2</sup> and 'Universal WC' at 7 m <sup>2</sup> . However, on the ground floor plan (page 5), only one WC block is labelled 'ACC WC' with '6 m <sup>2</sup> '. The 'Universal WC' at 7 m <sup>2</sup> is not clearly distinguishable as a separate room on the ground floor plan. It is possible these are adjacent rooms but their boundaries and labels are unclear at presentation resolution.	
Reference:	<a href="#">BCBC 2024 §3.8.3.13 — Universal Washrooms (minimum 2.25 m x 2.25 m = ~5.0 m<sup>2</sup>; typically 7–9 m<sup>2</sup> to accommodate turning radius and accessories)</a>	
Impact:	If the 7 m <sup>2</sup> universal washroom is conflated with the 6 m <sup>2</sup> accessible WC, one may be missing from the plan. Universal washroom compliance cannot be confirmed without a separate clearly labelled room at minimum dimensions.	
Action:	Clearly label both washrooms on the floor plan. Confirm the universal washroom meets §3.8.3.13 minimum dimensions. Provide dimensioned layout.	
Type:	DQ-D (Conflicting area schedule vs. plan)	

<b>DQ-008</b>	ADMINISTRATIVE / PROCESS	<b>MEDIUM</b>
Title:	<b>No Finish or Keynote Legend</b>	
Sheet(s):	All pages reviewed (1–11)	
Location:	All sheets	
Description:	No finish schedule, material legend, or keynote legend is present in the DD package. Wall, floor, and ceiling materials are implied by the renders but not specified in any schedule or legend on the technical drawings.	
Reference:	<a href="#">BCBC 2024 §3.1.13 — Interior Finish; §3.1.12 — Flame-Spread Rating requirements in exit corridors and childcare rooms</a>	
Impact:	Cannot verify flame-spread rating compliance for interior finishes in exit paths and childcare rooms. Risk of non-compliant finishes being selected without documented reference to code requirements.	
Action:	Issue finish schedule and keynote legend with next drawing revision. Include flame-spread rating classification for all finishes in exit corridors, childcare rooms, and the universal washroom.	
Type:	DQ-T (Missing schedule / legend)	

**DQ SUMMARY TABLE**

DQ-ID	Sheet	Type	Description (Brief)	Severity	Status
DQ-001	P1 (p.5)	DQ-T	Placeholder text in title block	HIGH	OPEN
DQ-002	All pages	DQ-S	Missing issue designation / no seal	MEDIUM	OPEN
DQ-003	p.6	DQ-G	Overlapping labels Room D cubbies	MEDIUM	OPEN
DQ-004	pp.5,6	DQ-D	No dimensional strings on floor plans	MEDIUM	OPEN
DQ-005	pp.2,3,4	DQ-S	Triplicated demolition base plan	MEDIUM	OPEN
DQ-006	All pages	DQ-D	Missing door and window schedules	MEDIUM	OPEN

DQ-ID	Sheet	Type	Description (Brief)	Severity	Status
DQ-007	pp.5,6	DQ-D	Area schedule vs. plan WC discrepancy	MEDIUM	OPEN
DQ-008	All pages	DQ-T	No finish schedule or keynote legend	MEDIUM	OPEN

**Total DQ Findings: 8** | Text/Placeholder: 2 | Graphic Overlaps: 1 | Standards/Format: 2 | Dimensional/Missing: 3

## FINDINGS BY CODE CATEGORY

### ■ FIRE PROTECTION

F-001	FIRE PROTECTION	HIGH
Title:	<b>Fire Separation Strategy Between Childcare and Existing Community Centre Not Established</b>	
Sheet(s):	Pages 2–6 (Demolition and Floor Plans)	
Location:	Interface between new childcare addition and existing YMCA community centre	
Description:	<p>The DD drawings do not identify or document any fire separation strategy between the new childcare occupancy (Group A, Division 2 — Assembly/Daycare) and the existing community centre building. Per BCBC 2024, where different major occupancies exist within a building or where a new addition interfaces with an existing building of different occupancy, a fire separation must be provided or the occupancy relationship must be analyzed and documented. The renders show an interior connection between the new childcare volume and the existing community centre (page 2 'View from Community Centre' shows an open connection through a large opening/door). This interface requires a fire-rated assembly unless occupancies are compatible under Part 3 rules.</p>	
Reference:	<a href="#">BCBC 2024 Div B §3.1.3.1 — Separation of Major Occupancies</a> ; <a href="#">BCBC 2024 Div B §3.1.8 — Fire Separations and Closures</a> ; <a href="#">BCBC 2024 Div B §3.2.2 — Building Size and Construction vs. Occupancy</a>	
Impact:	<p>Failure to establish a fire separation strategy at DD means the structural interface, wall assemblies, door frames, and fire-rated closures cannot be designed or specified in CD. This could require significant redesign if the AHJ requires a rated separation at the interface. Permit may be held pending this analysis.</p>	
Action:	<p>Prepare a fire separation strategy document for the DD/CD transition. Identify all occupancy interfaces, determine required fire ratings at each interface, and reflect rated assemblies in wall type schedule and sections. Consult with fire engineer if suppression/alarm coordination is required.</p>	

F-002	FIRE PROTECTION	HIGH
Title:	<b>Fire Suppression (Sprinkler) Strategy Not Identified in DD</b>	
Sheet(s):	All pages reviewed (1–11)	
Location:	Project-wide	
Description:	No fire suppression (sprinkler) system strategy or coordination is identified in the DD package. For a Part 3 Group A Division 2 occupancy (Childcare/Daycare) within an existing community centre, BCBC 2024 requirements for sprinkler systems must be evaluated. Additionally, the renovation context requires confirmation of whether the existing community centre is sprinklered and whether the new addition is required to be. No fire suppression engineer has been identified in the project team.	
Reference:	<a href="#">BCBC 2024 Div B §3.2.5.12 — Sprinkler Systems</a> ; <a href="#">BCBC 2024 Div B §3.2.4.1 — Fire Alarm System — Required Installation</a>	
Impact:	Sprinkler design must be coordinated with ceiling heights, structural framing, and MEP layout. If sprinklers are added late in the design process, coordination conflicts and cost increases are likely. A fire suppression engineer must be retained and their scope defined before CD.	
Action:	Retain a fire suppression engineer. Confirm whether the existing community centre is sprinklered. Determine sprinkler requirements for the new childcare addition and document the strategy in a fire protection narrative. Include sprinkler coordination in the CD set.	

F-003	FIRE PROTECTION	HIGH
Title:	<b>Fire Alarm System Strategy Not Addressed</b>	
Sheet(s):	All pages reviewed (1–11)	
Location:	Project-wide	
Description:	No fire alarm system strategy is identified in the DD package. The electrical engineering discipline is entirely absent. For a Part 3 Group A occupancy (Childcare/Daycare), a fire alarm system is required per BCBC 2024. The interface with the existing community centre fire alarm system (if one exists) must be coordinated and documented.	
Reference:	<a href="#">BCBC 2024 Div B §3.2.4.1 — Fire Alarm System — Required Installation</a> ; <a href="#">BCBC 2024 Div B §3.2.7 — Emergency Lighting and Emergency Power</a>	
Impact:	Without a fire alarm strategy, the electrical engineer cannot design the system, and coordination with the existing building system cannot be confirmed. Emergency lighting requirements are also tied to the fire alarm strategy.	
Action:	Retain electrical engineer. Define fire alarm system scope: new standalone system or extension of existing community centre system. Include fire alarm and emergency lighting layouts in CD electrical drawings.	

**■ LIFE SAFETY**

F-004	LIFE SAFETY	HIGH
Title:	<b>Infant Room (Room C) — BCBC §3.3.2.18 Compliance Not Demonstrated</b>	
Sheet(s):	Page 5 (Ground Floor Plan)	
Location:	Room C — annotated as infant room on ground floor plan	
Description:	<p>The ground floor plan (page 5) includes an annotation identifying Room C (55 m<sup>2</sup>) as an infant room. BCBC 2024 §3.3.2.18 establishes specific requirements for childcare facilities serving children under 30 months, which are more stringent than general childcare provisions. These include requirements for: (a) direct access to an outdoor play area at grade, (b) a sleeping area that can be visually supervised, (c) dedicated washroom facilities in close proximity, and (d) minimum floor area per child. The DD drawings do not demonstrate compliance with any of these requirements. Room C area (55 m<sup>2</sup>) appears reasonable but cannot be verified without occupant load or child count.</p>	
Reference:	<p><a href="#">BCBC 2024 Div B §3.3.2.18 — Childcare Facilities — Children under 30 Months</a>; <a href="#">BCBC 2024 Div B §3.3.2.17 — Assembly Occupancy — Daycare Facilities</a>; <a href="#">BCBC 2024 Div B §3.1.2.8 — Daycare Facilities — Group A Div.2</a></p>	
Impact:	<p>Non-compliance with §3.3.2.18 for the infant room could result in permit rejection or required redesign of Room C and adjacent spaces. The relationship between Room C, outdoor play access, and dedicated washroom must be resolved before CD.</p>	
Action:	<p>Prepare a §3.3.2.18 compliance matrix for Room C. Confirm: (1) direct outdoor play access at grade, (2) sleeping area location and visual supervision line, (3) dedicated washroom proximity, (4) maximum occupant count and minimum floor area per child. Reflect all requirements in CD drawings.</p>	

F-005	LIFE SAFETY	HIGH
Title:	<b>Egress Strategy Not Documented — Exit Count, Travel Distances, and Widths Not Shown</b>	
Sheet(s):	Pages 5 and 6 (Ground and Second Floor Plans)	
Location:	All occupied rooms	
Description:	<p>The DD floor plans do not show any egress analysis: exit door locations are not confirmed, travel distances are not annotated, exit door swing directions are not indicated, and exit widths are not dimensioned. For a Group A Division 2 occupancy (Childcare) with a second floor component (Room D), the number of exits required and travel distances must be analyzed and documented. Room D on the second floor is a particular concern — the stair serving it must be identified, dimensioned, and confirmed as a compliant exit.</p>	
Reference:	<p><a href="#">BCBC 2024 Div B §3.4.2 — Number of Exits Required</a>; <a href="#">BCBC 2024 Div B §3.4.3 — Travel Distances</a>; <a href="#">BCBC 2024 Div B §3.4.6.10 — Exit Door Requirements</a>; <a href="#">BCBC 2024 Div B §3.1.17 — Occupant Load</a></p>	
Impact:	<p>Without documented egress analysis, the adequacy of the exit strategy cannot be confirmed. The second floor component (Room D) is particularly at risk if the single stair configuration does not meet exit requirements for the occupant load. Permit submission will require a life safety plan.</p>	
Action:	<p>Prepare a life safety / egress plan as part of the DD to CD transition. Show: occupant load per room (per §3.1.17), exit locations with swing direction, travel distances, minimum exit widths, and stair serving second floor. Confirm Room D exit compliance.</p>	

**■ HEALTH & OCCUPANCY**

<b>F-006</b>	HEALTH & OCCUPANCY	<b>MEDIUM</b>
<b>Title:</b> <b>Occupancy Classification Not Formally Declared in Drawing Set</b>		
<b>Sheet(s):</b> All pages reviewed (1–11)		
<b>Location:</b> Cover / general notes		
<b>Description:</b> The DD package does not include a formal declaration of the building's major occupancy classification under BCBC 2024. The project is clearly a childcare/daycare facility, which classifies as Group A, Division 2 (Assembly — Daycare Facility) under §3.1.2.8. However, this is not stated on any drawing or in any general notes. The relationship to the existing community centre occupancy must also be documented. Additionally, Part 3 applicability is not formally declared.		
<b>Reference:</b> <a href="#">BCBC 2024 Div B §3.1.2.1 — Major Occupancy Classification</a> ; <a href="#">BCBC 2024 Div B §3.1.2.8 — Daycare Facilities — Group A Div.2</a> ; <a href="#">BCBC 2024 Div B §9.1.1 — Part 9 Application (to confirm Part 3 applies)</a>		
<b>Impact:</b> Absence of a formal occupancy declaration increases risk of misclassification and non-application of required Group A provisions. The AHJ will expect occupancy to be declared on the permit application drawings.		
<b>Action:</b> Add a Code Summary note to the drawing set (typically on Sheet A0.0 or equivalent cover sheet) stating: BCBC 2024 edition, Part 3 application, Major Occupancy = Group A Division 2, sprinkler status, construction type, and number of storeys.		

<b>F-007</b>	HEALTH & OCCUPANCY	<b>HIGH</b>
<b>Title:</b> <b>Hazmat Investigation Status Unknown — Renovation of Existing Building</b>		
<b>Sheet(s):</b> All pages reviewed (1–11)		
<b>Location:</b> Existing YMCA community centre — renovation scope		
<b>Description:</b> This project involves renovation of an existing YMCA community centre. The demolition plans (pages 2–4) show removal of courtyard walls, concrete structure elements, and existing interior components. No Hazmat investigation report has been referenced or confirmed in the DD package. For any renovation or demolition of existing buildings in BC, a Hazmat investigation is required before demolition commences to identify and manage asbestos, lead paint, PCBs, and other designated substances per WorkSafeBC regulations and the Environmental Management Act.		
<b>Reference:</b> <a href="#">WorkSafeBC Occupational Health and Safety Regulation §20.112 — Designated Substances survey required before demolition/renovation</a> ; <a href="#">Environmental Management Act (BC) — Management of hazardous materials</a> ; <a href="#">BAA Project Workbook 2020 §4.5 — Hazmat Report</a>		
<b>Impact:</b> Proceeding to CD and then construction without a Hazmat clearance creates significant WorkSafeBC compliance risk, potential construction stoppage, cost overruns for remediation, and legal liability. This is classified HIGH at DD stage; it becomes CRITICAL if demolition proceeds before the report is received and acted upon.		
<b>Action:</b> Confirm whether a Hazmat investigation has been commissioned. If not, retain a qualified environmental consultant immediately. The report must be received and forwarded to all relevant parties before demolition commences. Document in Project Workbook §4.5.		

**■ ACCESSIBILITY / BARRIER-FREE**

F-008 ACCESSIBILITY / BARRIER-FREE		MEDIUM
Title:	<b>Accessible Path of Travel Not Dimensioned or Confirmed</b>	
Sheet(s):	Pages 5, 6, and Renders (Pages 7–10)	
Location:	Site approach, main entry, corridor to all rooms and washrooms	
Description:	The DD drawings do not show a dimensioned accessible path of travel from the accessible parking area (if provided) through the main entry, along the corridor, to all childcare rooms and the universal washroom. The architectural renders (pages 7–10) show a ramp at the main entry approach, suggesting a grade change exists. The ramp's slope, landing dimensions, handrail configuration, and cross-slope have not been documented. The accessible path within the building has no width dimensions shown.	
Reference:	<a href="#">BCBC 2024 Div B §3.8.2 — Barrier-Free Design — Application</a> ; <a href="#">BCBC 2024 Div B §3.8.2.5 — Accessible Parking</a> ; <a href="#">BCBC 2024 Div B §3.8.2.8 — Washroom Requirements</a>	
Impact:	Without dimensioned accessible path documentation, barrier-free compliance cannot be verified. A childcare facility serving the public must provide a fully accessible path from parking to all public areas. Ramp non-compliance discovered in CD or construction would require costly redesign.	
Action:	Add barrier-free path diagram to the CD set. Dimension: entry ramp slope (max 1:12), landings (min 1,500 mm x 1,500 mm), corridor widths (min 1,100 mm), door clear widths, turning circles at washrooms. Confirm accessible parking count and location per §3.8.2.5.	

F-009 ACCESSIBILITY / BARRIER-FREE		MEDIUM
Title:	<b>Universal Washroom Compliance Not Confirmed — Possible Conflation with Accessible WC</b>	
Sheet(s):	Pages 5, 6	
Location:	Washroom area — ground floor	
Description:	The area schedule (page 6) lists both an 'Accessible WC' (6 m <sup>2</sup> ) and a 'Universal WC' (7 m <sup>2</sup> ). On the ground floor plan (page 5), only one WC block is labelled 'ACC WC'. It is unclear whether the universal washroom is a separate distinct room or whether the two labels refer to the same space. BCBC 2024 §3.8.3.13 requires a universal washroom to be provided in buildings where barrier-free washrooms are required, and it must meet specific dimensional and fixture requirements distinct from a standard accessible WC.	
Reference:	<a href="#">BCBC 2024 Div B §3.8.3.13 — Universal Washrooms</a> ; <a href="#">BCBC 2024 Div B §3.8.2.8 — Washroom Requirements</a>	
Impact:	If the universal washroom has been conflated with the accessible WC, a required room may be missing from the design. A universal washroom must accommodate a wheelchair user with an attendant, requiring minimum 2.25 m x 2.25 m clear floor area (typically 7–9 m <sup>2</sup> with fixtures).	
Action:	Clarify on the floor plan whether the Universal WC and Accessible WC are two separate rooms or the same room with two labels. If the same, confirm the room meets §3.8.3.13 requirements. Provide dimensioned universal washroom layout in CD drawings.	

**■ STRUCTURAL**

F-010	STRUCTURAL	HIGH
Title:	<b>Structural Engineering Entirely Absent from DD Set</b>	
Sheet(s):	All pages reviewed (1–11)	
Location:	Project-wide — addition and renovation scope	
Description:	No structural engineering drawings, calculations, or narrative are present in the DD package. The project involves: (1) removal of existing concrete courtyard walls and structural elements (demolition plan), (2) construction of a new two-storey addition with Room D on the second floor, and (3) interface with the existing community centre structure. All three elements require structural engineering input at DD stage to confirm feasibility, identify foundation requirements, and establish structural system strategy. No structural engineer has been identified in the project team from the available documentation.	
Reference:	<a href="#">BCBC 2024 Part 4 — Structural Design; Architects Act (BC) — Requirement for P.Eng. structural seal on Part 3 buildings; BAA Project Workbook 2020 §0A — Design Team</a>	
Impact:	Without structural engineering, the feasibility of the addition cannot be confirmed, demolition structural impacts are unknown, and the second floor framing system is undesigned. Proceeding to CD without structural input risks significant design changes in CD and potential permit delay.	
Action:	Retain a structural engineer of record immediately. Priority items: (1) structural assessment of existing community centre at demolition zones, (2) foundation strategy for new addition, (3) second floor framing system for Room D. Issue structural schematic drawings by end of DD.	

## ■ ENVIRONMENTAL SEPARATION

F-011	ENVIRONMENTAL SEPARATION	MEDIUM
Title:	<b>Building Envelope Assemblies Not Identified or Specified</b>	
Sheet(s):	All pages reviewed (1–11)	
Location:	New addition — exterior walls, roof, slab	
Description:	No wall assembly types, roof assembly, or slab assembly are defined in the DD package. No assembly legend, wall type schedule, or section detail references are provided. The renders indicate a two-storey mass timber / wood-frame exterior clad with vertical wood siding and a flat or low-slope roof, but no technical information is available on: insulation type and RSI values, vapour barrier position and continuity, air barrier system, rainscreen strategy, or thermal bridging at structural connections. Penticton is in a Climate Zone 5/6 context requiring minimum RSI values per BCBC 2024.	
Reference:	<a href="#">BCBC 2024 Div B §9.25 (if Part 9) or Part 5 (if Part 3) — Heating and Energy Efficiency; BC Energy Step Code — minimum effective RSI values; BCBC 2024 Div B §3.1.8 — Fire Separations — envelope continuity at party walls</a>	
Impact:	Without envelope assemblies defined at DD, the energy performance cannot be evaluated, thermal bridging risks cannot be identified, and the CD production team has no reference for detailing. Non-compliant assemblies discovered in CD require redesign.	
Action:	Issue a wall/roof/slab assembly schedule as part of the DD-to-CD transition. Define at minimum: assembly type IDs, layer sequence, insulation type and RSI, vapour barrier position, air barrier system type, and cladding attachment detail reference. Engage energy consultant to confirm Step Code compliance.	

## ■ MECHANICAL / PLUMBING

F-012	MECHANICAL / PLUMBING	HIGH
Title:	<b>Mechanical and Plumbing Engineering Entirely Absent from DD Set</b>	
Sheet(s):	All pages reviewed (1–11)	
Location:	Project-wide	
Description:	No mechanical engineering drawings (HVAC, ventilation, plumbing) are present in the DD package. For a childcare facility, mechanical systems are critical: BCBC 2024 §3.7.2 requires minimum plumbing fixture counts based on occupancy and child count. Ventilation for childcare spaces must meet ASHRAE 62.1 / BCBC requirements. Kitchen/servery facilities (noted as 'Prep Kitchen' on page 6) require exhaust ventilation. No mechanical engineer has been identified in the project team.	
Reference:	<a href="#">BCBC 2024 Div B §3.7.2 — Plumbing Facilities</a> ; <a href="#">ASHRAE 62.1 — Ventilation for Acceptable Indoor Air Quality</a> ; <a href="#">BCBC 2024 Part 6 — Ventilation requirements</a>	
Impact:	Without mechanical engineering, the plumbing fixture count cannot be verified, ventilation strategy is undefined, and the prep kitchen exhaust is unaddressed. MEP coordination in CD will be significantly impacted if mechanical design starts late.	
Action:	Retain a mechanical engineer of record. Priority: (1) plumbing fixture schedule confirming BCBC §3.7.2 compliance, (2) ventilation strategy for childcare rooms and infant room, (3) prep kitchen exhaust concept. Issue mechanical schematic by end of DD.	

**■■ CIVIL / ZONING**

F-013	CIVIL / ZONING — ■■ PENDING AHJ CONFIRMATION	MEDIUM
Title:	<b>Zoning Compliance Not Established — Childcare Use in Community Centre Zone</b>	
Sheet(s):	Pages 2–5 (Site and Floor Plans)	
Location:	Site — City of Penticton	
Description:	The City of Penticton Zoning Bylaw has not been confirmed or loaded for this audit. It cannot be confirmed whether a childcare/daycare facility is a permitted use, a conditional use, or a use-by-variance in the applicable zone for this site. The project involves addition of a new use (childcare) to an existing community centre site. Zoning confirmation must be obtained from the AHJ before CD commences. Additionally, setbacks for the new addition, site coverage, parking requirements for a childcare use, and signage provisions are all subject to the local bylaw.	
Reference:	<a href="#">City of Penticton Zoning Bylaw — PENDING CONFIRMATION</a> ; <a href="#">BCBC 2024 — Code compliance is separate from zoning compliance</a> ; <b>Note: All zoning findings for this project are PENDING AHJ CONFIRMATION.</b>	
Impact:	If childcare is not a permitted use in the applicable zone, a rezoning or development variance permit would be required before the building permit can be issued. This could significantly delay the project schedule.	
Action:	Confirm the applicable zoning designation for the YMCA site with the City of Penticton Planning Department. Obtain written confirmation that childcare/daycare is a permitted use. Load the applicable Zoning Bylaw for a complete zoning compliance audit. Verify parking requirements for childcare occupancy.	

<b>F-014</b>	CIVIL / ZONING — ■■ PENDING AHJ CONFIRMATION	<b>MEDIUM</b>
Title:	<b>No Site Survey or Dimensioned Site Plan in DD Package</b>	
Sheet(s):	Pages 2–5	
Location:	Site plan / demolition plan	
Description:	<p>The DD package does not include a formal site survey or dimensioned site plan. The demolition plans (pages 2–4) use a base plan of the existing community centre but do not show: property lines, legal lot dimensions, existing setbacks, proposed addition setback dimensions, site coverage calculation, or driveway/parking layout. The renders show a covered outdoor play area with posts near the site boundary — the proximity of this structure to property lines has not been documented.</p>	
Reference:	<a href="#">City of Penticton Zoning Bylaw — Setback requirements PENDING CONFIRMATION</a> ; <a href="#">BAA Project Workbook 2020 §4.3 — Site Survey required at CD/IFC</a>	
Impact:	<p>Without a dimensioned site plan and survey, setback compliance cannot be confirmed. The covered play structure shown in renders may violate setback requirements if it is close to a property boundary. Site coverage cannot be calculated.</p>	
Action:	<p>Commission a topographic and boundary survey. Issue a dimensioned site plan showing property lines, all existing and proposed structures with dimensions to property lines, site coverage calculation, and parking layout.</p>	

**■ ADMINISTRATIVE / PROCESS**

<b>F-015</b>	ADMINISTRATIVE / PROCESS	<b>MEDIUM</b>
Title:	<b>Geotechnical Report Not Referenced or Confirmed for New Addition</b>	
Sheet(s):	All pages reviewed (1–11)	
Location:	New addition — foundation zone	
Description:	<p>A geotechnical report has not been referenced in the DD package. The project includes a new two-storey addition to the existing community centre, involving new foundations. BCBC 2024 and standard engineering practice require a geotechnical investigation and report for any new construction to establish soil bearing capacity, foundation type, and drainage recommendations. Without a geotech report, the structural engineer cannot design foundations, and the risk of soil-related construction issues is unmitigated.</p>	
Reference:	<a href="#">BCBC 2024 Div B Part 4 — Structural Design — foundation requirements</a> ; <a href="#">BAA Project Workbook 2020 §4.4 — Geotechnical Report</a> ; <a href="#">§4.4a — Geotech forwarded to Structural Engineer</a>	
Impact:	<p>Without geotech, structural foundation design cannot commence. Discovery of poor soil conditions during construction could result in foundation redesign, cost overruns, and schedule delays.</p>	
Action:	<p>Commission a geotechnical investigation for the new addition footprint immediately. Forward the report to the structural engineer as per Project Workbook §4.4a. Document in Project Workbook.</p>	

## COMPREHENSIVE FINDINGS TABLE

ID	Category	Sev.	Title	Status
DQ-001	Admin/Process	HIGH	Placeholder text in title block	OPEN
DQ-002	Admin/Process	MEDIUM	Missing issue designation/seal	OPEN
DQ-003	Admin/Process	MEDIUM	Overlapping labels Room D cubbies	OPEN
DQ-004	Admin/Process	MEDIUM	No dimensional strings on floor plans	OPEN
DQ-005	Admin/Process	MEDIUM	Triplicated demolition base plan	OPEN
DQ-006	Admin/Process	MEDIUM	Missing door/window schedules	OPEN
DQ-007	Admin/Process	MEDIUM	Area schedule vs. plan WC discrepancy	OPEN
DQ-008	Admin/Process	MEDIUM	No finish schedule/keynote legend	OPEN
F-001	Fire Protection	HIGH	Fire separation strategy not established	OPEN
F-002	Fire Protection	HIGH	Sprinkler strategy not identified	OPEN
F-003	Fire Protection	HIGH	Fire alarm strategy not addressed	OPEN
F-004	Life Safety	HIGH	Infant room §3.3.2.18 not demonstrated	OPEN
F-005	Life Safety	HIGH	Egress strategy not documented	OPEN
F-006	Health/Occupancy	MEDIUM	Occupancy not formally declared	OPEN
F-007	Health/Occupancy	HIGH	Hazmat status unknown — renovation	OPEN
F-008	Accessibility	MEDIUM	Accessible path not dimensioned	OPEN
F-009	Accessibility	MEDIUM	Universal WC compliance not confirmed	OPEN
F-010	Structural	HIGH	Structural engineering absent from DD	OPEN
F-011	Environmental	MEDIUM	Envelope assemblies not identified	OPEN
F-012	Mechanical	HIGH	Mechanical/plumbing engineering absent	OPEN
F-013	Civil/Zoning	MEDIUM	Zoning compliance not established ■■	PENDING AHJ
F-014	Civil/Zoning	MEDIUM	No site survey or dimensioned site plan	OPEN
F-015	Admin/Process	MEDIUM	Geotechnical report not confirmed	OPEN

**Summary:** CRITICAL: 0 | HIGH: 9 (7 technical + 1 DQ + 1 Health) | MEDIUM: 14 (7 technical + 7 DQ) | TOTAL: 23 findings (15 technical/DQ + 8 DQ + 9 QAQC in PDF 2)

■■ ZONING NOTE: Findings F-013 and F-014 are marked PENDING AHJ CONFIRMATION. The City of Penticton Zoning Bylaw has not been loaded. These findings will be updated once the applicable bylaw is confirmed.

## CRITICAL PATH TO BUILDING PERMIT

The following actions are required before a building permit application can be submitted to the City of Penticton. Items are listed in recommended priority order.

Priority	Action Required	Finding Ref	Responsible	When
1 — IMMEDIATE	Confirm hazmat investigation status; commission if not started	F-007	Project Manager / Client	Before any demolition
2 — IMMEDIATE	Retain structural engineer; begin existing structure assessment	F-010	Project Architect / PM	Immediately
3 — IMMEDIATE	Retain mechanical and electrical engineers	F-012, F-003	Project Architect / PM	Immediately
4 — DD COMPLETION	Confirm zoning bylaw and childcare use permission with City of Penticton	F-013	Project Architect / PM	Before CD commences
5 — DD COMPLETION	Commission geotechnical investigation for addition footprint	F-015	Project Architect / PM	Before CD commences
6 — DD COMPLETION	Prepare §3.3.2.18 compliance matrix for infant room	F-004	Project Architect	Before CD commences
7 — DD COMPLETION	Prepare fire separation strategy for childcare/community centre interface	F-001	Project Architect + Fire Engineer	Before CD commences
8 — CD START	Issue life safety / egress plan with occupant loads, exit locations, travel distances	F-005	Project Architect	CD Week 1
9 — CD START	Fix all DQ title block and drawing standards issues	DQ-001 through DQ-008	BIM Captain / Revit Lead	Before 50% CD issue
10 — CD	Issue dimensioned floor plans with all room, corridor, and accessible path dimensions	DQ-004, F-008	Project Architect / BIM Captain	75% CD issue

## AUDIT CONFIDENCE LEVEL — STEP 6

Indicator	Status	Note
Set of drawings — complete	■■ PARTIAL	Presentation format only; 11-page slide deck, not formal drawing set
Disciplines with P.Eng./P.Arch. seal	■ ABSENT	No sealed drawings present in DD package
Specifications available	■ MISSING	No specifications provided
Project Workbook (correct) provided	■ MISSING	Workbook for Project 88883 not provided
QAQC Checklist provided	■ MISSING	No BAA QAQC checklist provided — gates evaluated from drawings
% information available vs. required	~35%	Architectural presentation only; no engineering, no specs, no workbook
Engineering drawings coordinated	■ N/A	No engineering drawings present to coordinate
Addenda and revisions consistent	N/A	Presentation format — no revision system
Jurisdiction and bylaw confirmed	■ PENDING	City of Penticton bylaw not loaded
Project Type and Scale confirmed	■ CONFIRMED	Renovation + Addition; Part 3; Group A Div.2
Discipline output matrix complete	■ COMPLETE	All disciplines assessed — majority absent

■ **AUDIT CONFIDENCE RATING: LOW (~35%)** This audit is based on incomplete documentation — an architectural design presentation only. All engineering disciplines are absent. Specifications, the Project Workbook, and the QAQC checklist were not provided. The zoning bylaw has not been confirmed. Additional findings may emerge upon review of the complete document set. No finding should be considered resolved until the full CD drawing set has been reviewed. This report should be treated as a preliminary DD-stage audit. A full audit must be conducted at the 75% CD and 95%/IFC stages.

## DISCLAIMER

This Audit Report is prepared for informational and advisory purposes only by the Audit Specialist system (v5.2) on behalf of Berry Architecture + Associates. It does not constitute engineering or legal advice. All findings must be verified by a licensed professional engineer or architect registered in the Province of British Columbia prior to submission to the Authority Having Jurisdiction (AHJ). The auditor assumes no liability for decisions made solely on the basis of this report. Hyperlinks to BCBC 2024 open the official BC Government PDF at the verified article page. Page numbers are based on the table of verified pages in the Master Prompt v5.2 (1,886-page BCBC 2024 PDF). ZONING NOTE: The City of Penticton Zoning Bylaw was not available for this audit. All zoning findings are marked PENDING AHJ CONFIRMATION and must be re-evaluated once the applicable bylaw is confirmed. QAQC PROCESS FINDINGS: Administrative process and QAQC gate findings are documented in the standalone companion report: QAQC\_Audit\_88883\_DD\_2026-04-09.pdf Document Reference: AuditReport\_88883\_DD\_2026-04-09.pdf | Audit Specialist v5.2 | Berry Architecture + Associates | 2026-04-09