External BCA User Guide for

BCA Residential Inventory Extract

Version 1.1

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Contents

Introduction

The BCA Residential Inventory Extract returns a record or row for every building or part of a building in the requested jurisdictional or area extract.

The report is run quarterly and is in .txt format with comma separated data. The attributes in the left-hand column in the title below are the appropriate headers to use when importing the data into an excel spreadsheet.

Residential Inventory Extract Data Elements Definition

Position	Attribute	Description
1	Area	The two-digit numeric code for the Assessment Area (geographic location) in which the property is located.
2	Jurisdiction	The three-digit numeric code assigned to a taxing authority or rural taxing jurisdiction.
3	Roll Number	Identifier assigned by a taxing authority or rural taxing jurisdiction to identify a specific property. A roll number is unique within a jurisdiction but may not be unique across the province.
4	MB Manual Class	MB refers to the improvement identified as a main building. Manual Class Code is a four-digit alpha-numeric code used to categorize buildings for administrative, valuation and statistical purposes. Each property can have only one predominant manual class but may have multiple buildings, each with a manual class assigned.

Position	Attribute	Description
		Categorizes a building's architecture style, number of storeys and the quality of its construction components and design. Residential buildings are grouped into manual classes based quality of design and materials, architectural age, and number of storeys.
5	BLANK	N/A
6	BLANK	N/A
7	MB Year Built (Single family dwellings only)	MB refers to the improvement identified as a main building. The year that construction began on the dwelling.
8	MB Effective Year (Single family dwellings only)	MB refers to the improvement identified as a main building. Effective year refers to the effective age of an improvement as indicated by its condition and quality. It is used to reflect that that the year built for the dwelling is effectively later than its actual year built, because its condition is superior to that of a typical dwelling of its chronological age. When a dwelling has an Effective Year higher than its Year Built, less physical depreciation is applied. Null values indicate the effective year is equal to the year built. The value in this field is specific to the building represented in this row.
9	MB Total Finished Area (Single family dwellings only)	MB refers to the improvement identified as a main building. Total of all above-grade and finished basement living areas of the dwelling.
10	MB Num Storeys (Single family dwellings only)	MB refers to the improvement identified as a main building. Indicates the number of storeys in the dwelling. A storey is a distinct level of living space above the basement, crawl space or slab foundation.

Position	Attribute	Description
11	Num Full Baths	Number of 4 piece (toilet, sink, bathtub with shower) and 5 piece (toilet, sink, bathtub, and separate shower) bathrooms in the dwelling.
12	Num 3-Piece Baths	Number of 3 piece bathrooms (toilet, shower and sink) in the dwelling.
13	Num 2-Piece Baths	Number of 2 piece bathrooms (toilet and sink) in the dwelling.
14	Num Bedrooms	Number of bedrooms in the dwelling.
15	Num Dens (Strata properties only)	Number of dens in the dwelling.
16	BLANK	N/A
17	Type of Foundation	Indicates type of foundation: • full basement • partial basement • slab • crawlspace
18	Num Multi Garage	Number of garages on property that can hold 2 or more vehicles.
19	Num Single Garage	Number of garages on property that can hold 1 vehicle.
20	Num Carport	Number of carports on property.
21	Land Characteristic Code 1	BC Assessment groups similar lots for valuation purposes. Land Characteristics are features of the land that are atypical of the grouping. For example, there may be a grouping of gently sloping waterfront lots. Within that grouping, a lot may be assigned a Land Characteristic for "Extreme Slope" but would not have a "Waterfront" Land Characteristic because typical lots in the grouping are all waterfront.
22	Land Characteristic Code 2	
23	Land Characteristic Code 3	
24	Land Characteristic Code 4	
25	Land Characteristic Code 5	
26	Land Characteristic Code 6	
27	Pool Flag	X indicates a pool is on the property.
28	Other Building Flag	X indicates dwelling(s) and/or outbuilding(s) in addition to the predominant building are on the property.

Position	Attribute	Description
29	Land Metric Flag	This field is always blank.
30	Land Width	Width, in feet, of the property.
31	Land Depth	Depth, in feet, of the property.
32	Land Sq Measure	Total area of the property in square feet.
33	Land Area	Total area of the property in acres.
34	Inc Occupancy Code	Strata properties only. Four-digit code indicating type of strata property: • 2400 is townhouse • 2401 is low rise apartments • 2402 is high rise apartments • 2403 is residential strata parking • 2404 is live/work units.
35	Inc Unit of Measure Value (Strata properties only)	Number of units by which the property is measured.
36	Inc Unit of Measure Code (Strata properties only)	Type of unit measured: • STRLA is Strata Lot Area • STRPS is Parking Space • STRUT is Strata Units
37	BLANK	N/A
38	Inc Floor Num (Strata properties only)	Indicates floor number or storey where the strata unit is located, if an adjustment has been made for that attribute. Blank if no adjustment warranted by storey.
39	Inc Effective Year (Strata properties only)	Effective year refers to the effective age of an improvement as indicated by its condition and quality. It is used to reflect that that the year built for the dwelling is effectively later than its actual year built, because its condition is superior to that of a typical dwelling of its chronological age. When a dwelling has an Effective Year higher than its Year Built, less physical depreciation is applied. Null values indicate

Position	Attribute	Description
		the effective year is equal to the year built. The value in this field is specific to the building represented in this row.
40	BLANK	N/A
41	Basement Finish Area	Square footage of finished basement area in dwelling.
42	Basement Total Area	Square footage of all basement area in dwelling.
43	Deck Sq Footage	Square footage of total deck area on the dwelling.
44	Deck Sq Footage Covered	Square footage of all covered deck area on the dwelling.
45	BLANK	N/A
46	Fireplace Num 1	Number of fireplaces in main building.
47	BLANK	N/A
48	Fireplace Num 2	Number of fireplaces in main building.
49	BLANK	N/A
50	Fireplace Num 3	Number of fireplaces in main building.
51	BLANK	N/A
52	Fireplace Num 4	Number of fireplaces in main building.
53	BLANK	N/A
54	Fireplace Num 5	Number of fireplaces in main building.
55	First Floor Area	Square footage of first floor above grade of dwelling.
56	Second Floor Area	Square footage of second floor above grade of dwelling.
57	Third Floor Area	Square footage of third floor above grade of dwelling.
58	School District	Two-digit code for an area created or constituted as a school district by or under the *School Act* or a former Act
59	Zoning	Zoning code supplied by the taxing authority or other authority.

Appendix: Importing Delimited files into Excel (Comma delimited format)

Report output generated using the delimited text output format will not retain formatting on some columns unless it is saved first as a text document and then opened in Excel in a specific way.

Since the file extension for the delimited text file is .txt, you will get an opportunity when the file is opened in Excel to set the data types for each of the columns. This will allow you to keep the leading zeroes and formatting in roll numbers and other columns. Here are the steps to follow when opening the file in Excel:

• Outside of the browser, open Excel.

• Click on File / Open and change the Files of Type selection to All Files.

• Navigate to the folder where you saved the file and click on it to open it in Excel.

• On the text import wizard – Step 1 of 3 dialog box, Original Data Type should be Delimited. Leave everything as is and click Next.

• On the Step 2 of 3 dialog box, ensure Comma is selected and leave the other settings as is; then click Next.

• On the Step 3 of 3 dialog box, click on the first column and then scroll over to the last column and shift-Click; then click the Text radio button.

• Click the Finish button.

• Save the file as a Microsoft Excel Workbook (.xls or .xlsx).