

THE CITY OF SPRUCE GROVE

BYLAW C-972-16

SAFETY CODE SERVICES PERMIT BYLAW

Being a bylaw of the City of Spruce Grove in the Province of Alberta to regulate the issuance of Safety Codes permits for the use, occupancy, or construction of buildings within the corporate limits of the City of Spruce Grove.

WHEREAS the City of Spruce Grove, in the Province of Alberta, an accredited municipality, has been authorized by the *Safety Codes Act* and all amendments and updates thereto to enforce the *Safety Codes Act* and any regulations pursuant to the *Act* in its municipality.

NOW THEREFORE, the Municipal Council of the City of Spruce Grove duly assembled hereby enacts as follows:

1. BYLAW TITLE

1.1 The bylaw shall be known as the Safety Code Services Permit Bylaw, may be cited as such, and will be referred to herein as “this bylaw”.

2. DEFINITIONS

2.1 “Act” means the *Alberta Safety Codes Act* and Regulations including amendments thereto.

2.2 “Building” means any structure used or intended for supporting or sheltering any use or occupancy.

2.3 “Quality Management Plan” means the Uniform Quality Management Plan for the City of Spruce Grove.

2.4 “Safety Codes Officer” shall mean a certified Building, Plumbing, Gas or Electrical Safety Codes Officer designated pursuant to the *Alberta Safety Codes Act* and Regulations.

2.5 All definitions contained in the *Act* shall apply to this bylaw.

3. SCOPE

3.1 Pursuant to the *Act*, the provisions of this bylaw shall apply to the issuance of permits respecting the use, occupancy, relocation, construction, alteration, addition, repair or demolition of any building regulated by the *Act* within the City of Spruce Grove

4. POWER AND DUTIES OF SAFETY CODES OFFICERS

4.1 A Safety Codes Officer is hereby authorized to:

- a. Enforce all provisions of this bylaw, the Uniform Quality Management Plan and the *Act*.
- b. Keep an accurate account of all permits issued and all fees collected and received under this bylaw.

5. APPLICATION FOR PERMIT

5.1 A permit is required for excavation, construction, occupancy, relocation, alteration, addition to, repair of, and demolition of any building in the City of Spruce Grove.

- a. A Building Permit is required for excavation, construction, change of occupancy, relocation, alteration, addition to, repair of and demolition of any building in the City of Spruce Grove or the installation of any fireplace or solid fuel-burning appliance.
- b. An Electrical Permit is required to carry out any electrical work to which the Electrical Code applies, except in the case of:
 - (i) Electrical work performed in replacing fuses, receptacles, switches and utilization equipment with proper units of a similar type where the replacement can be made without modification to the electrical installation being required;
 - (ii) Recreational vehicles or mobile homes that are manufactured on a repetitive assembly line basis and that are approved by an acceptable certification agency;
 - (iii) Areas where the Government of Canada has jurisdiction for the enforcement of electrical safety requirement;
 - (iv) Extra low voltage, Class 2 electrical circuits unless they are safety control circuits or circuits installed in areas classified as hazardous in the Electrical Code
 - (v) Electrical installations related to an elevating device.

- c. A Plumbing Permit is required to install, renew, remove or change any plumbing equipment or plumbing system except:
 - (i) To disconnect a plumbing system from a private sewage disposal system and connect it to a Municipal sewer,
 - (ii) For maintenance of a plumbing system or change of any fixture, faucet, trap or valve if there is no change to the piping system.
- d. A Gas permit is required to install, alter or make an addition to any gas installation unless the gas installation is:
 - (i) Designed to provide alternate or principal carburation on a motor vehicle,
 - (ii) Designed to provide conditioned air in a cargo transport unit,
 - (iii) Replacement of a gas dryer or gas range if there is no design change made to the gas piping or venting system,
 - (iv) Within a mobile home that is being manufactured on a production line basis and is subject to a quality assurance program acceptable to an Administrator but the mobile home shall not be connected to a gas supply unless a permit is issued in respect of that connection,
 - (v) Relocation, by a gas utility company, of a gas meter from the interior to the exterior of a building.

5.2 Notwithstanding 5.1 a through d, a permit is not required for:

- a. construction, alterations, or repairs where matters affecting health or safety are not involved, or
- b. painting or decorating.

5.3 Development permits, where required, must be obtained prior to the issuance of building permits.

6. APPLICATION FORM

6.1 To obtain a permit an applicant shall first file an application in writing on the prescribed form as per the Uniform Quality Management Plan.

7. PLANS AND SPECIFICATIONS

7.1 With each application for a permit where plans are required, three sets of plans and specifications to the satisfaction of the City/Safety Codes Officer shall be submitted and any other information as required by the City/Safety Codes Officer. Safety Codes Officers may substitute an inspection for plans for existing residential accessory buildings if consistent with the Uniform Quality Management Plan and the *Act*.

8. ISSUANCE OF A PERMIT

8.1 If the City/Safety Codes Officer is satisfied that the work described in an application for permit and the plans filed therewith is in accordance with the provisions of the *Act* and Regulations, the Uniform Quality Management Plan and this bylaw, and that the required fees have been paid, the permit shall be issued to the applicant.

8.2 Any deviation from regulations made pursuant to the *Act*, the conditions of the permit or the examined plan may not be made without permission in writing to do so from the Safety Codes Officer and the City.

8.3 The Safety Codes Officer may allow through written authorization, at the risk of the owner, with conditions if necessary, to ensure conformance with Alberta Building Regulations, the owner to proceed with excavation or construction of part of a building before the plans of the entire building have been submitted.

8.4 If the Safety Codes Officer allows excavation or construction of part of a building under Subsection 8.3, the owner shall submit complete plans and specifications for the work which he is being allowed to carry out.

8.5 If an owner proceeds to excavate or construct part of a building under Subsection 8.3 and 8.4, he proceeds without assurance that the excavation or construction of other parts of the building will be allowed.

8.6 The owner shall ensure that the plans and specifications on which the issuance of the permit was based, are available continuously at the construction or demolition site during working hours for inspection by the Safety Codes Officer.

8.7 If required by the Safety Codes Officer, an owner shall have uncovered and replaced at his own expense any construction that has been covered contrary to the Uniform Quality Management Plan or an order, or conditions of a permit issued by a Safety Codes Officer.

- 8.8 Neither the issuance of a permit, nor inspections made by the Safety Codes Officer, shall in any way relieve the owner of a building from full responsibility for carrying out the construction or having the construction carried out in accordance with the requirements of the *Act*, Regulations made pursuant to the *Act*, the Uniform Quality Management Plan, this bylaw or the permit, including compliance with any special conditions required by the Safety Codes Officer.
- 8.9 The issuance of permits based upon plans and specifications shall not prevent the Safety Codes Officer from thereafter requiring the correction of work being carried on thereunder when in contravention of any provision of the *Act*, Regulations pursuant to the *Act* or of this bylaw.
- 8.10 Every permit issued by the City shall expire by limitation and become null and void if the work authorized by the permit is not commenced within 90 days from the date of issuance of the permit, or if the work authorized by the permit is suspended or abandoned for a period of 120 days at any time after the work is commenced.
- 8.11 The City or the Safety Codes Officer may by notice in writing, suspend or revoke a permit if:
- a. there is a contravention of any condition under which the permit was issued,
 - b. the permit was issued in error,
 - c. the permit was issued on the basis of incorrect information supplied, or
 - d. the fees for the permit are not paid.
- 8.12 It shall be the responsibility of the contractor to engage only tradesmen who hold a certificate of proficiency in their respective trades.
- 8.13 Notwithstanding the requirements of Section 8.12,
- a. a person who personally undertakes the construction, installation, repair or alteration of a single detached dwelling which is or will be owned and occupied by the person, or
 - b. a journey man who holds a certificate of proficiency in a specific trade relevant to the work to be undertaken, is not prohibited from obtaining a permit.

9. OCCUPANCY PERMIT

9.1 No new building shall be used or occupied until an occupancy permit has been issued. An occupancy permit shall be issued by a designated Safety Codes Officer upon final inspection and completion of deficiencies.

10. FEES

10.1 Permit fees shall be calculated in accordance with the rates established as per Section 6 of Schedule "A" of the City Spruce Grove Development Fees Bylaw, as amended, and shall be submitted at the time of permit application.

11. OFFENCE

11.1 Any person who contravenes the *Act* or regulations made pursuant thereto, including this bylaw, shall be guilty of an offence under the *Act*.

12. EFFECTIVE DATE

12.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

5. REPEAL OF BYLAWS

5.1 Bylaws C-443-02, C-783-11, C-913-15, C-970-16 are hereby repealed.

First Reading Carried 15 August 2016

Second Reading Carried 15 August 2016

Third Reading Carried 15 August 2016

Date Signed 16 August 2016

Mayor

City Clerk