

By-law No.710



Iqaluit Building By-Law

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A By-law of the Municipal Corporation of the City of Iqaluit, in Nunavut to regulate the Construction, Alteration, Repair and Demolition of Buildings and structures pursuant to the *Cities, Towns and Villages Act S.Nu.2003*.

Whereas the Council of the Corporation of the City of Iqaluit has the authority to pass a by-law to control Buildings in accordance with Section 105 (3) and Section 31.1 of the *Cities, Towns and Villages Act, S.Nu 2003*.

NOW THEREFORE PURSUANT to the provisions of the *Cities, Towns and Villages Act, S.Nu 2003*, the Council of the City of Iqaluit, in regular session duly assembled, enacts as follows:

Section 1 – Title

1.1 This By-law shall be known as “Iqaluit Building By-law”

Section 2 – EFFECTIVE DATE

2.1 This By-law comes into full force and effect on the day that it is read for a third time by Council.

Section 3 – REPEAL OF EXISTING BY-LAWS

3.1 Building By-law No. 620 is hereby repealed upon the date that this By-law comes into force.

Section 4 – INTERPRETATION

4.1 Undefined Terms

Words and phrases used in this By-law not specifically defined in the Code or in this By-law shall have the meanings which are commonly assigned to them in the context in which they are used in this By-law, taking into account the specialized use of terms within the various trades and professions to which the terminology applies.

4.2 Definitions

AGENT means the designated representative of the Owner.

APPLICANT means an Owner or an Owner's authorized representative applying for a Permit.

BUILDING means a structure, erection, excavation, alteration or improvement placed on, over, or under land, or attached, anchored or moored to land, and includes mobile structures, vehicles and marine vessels adapted or constructed for residential, commercial, industrial and other similar uses, and any part thereof.

BUILDING INSPECTOR means any qualified person designated by the Council to administer and enforce this By-law.

CITY means the City of Iqaluit

BUILDING CODE the National Building Code of Canada, as issued and amended from time to time.

CONSTRUCTION VALUE means the total value of the construction work for which a Permit is issued and shall include any applicable taxes.

CONTRACTOR means a person who contracts with an applicant to undertake a Project, and includes an Owner who undertakes the work on a project or any part thereof.

COUNCIL the municipal Council of the City of Iqaluit

GRADE means the lowest of the average levels of finished ground adjoining each exterior wall of Building.

MECHANICAL SYSTEM includes (a) piping systems (b) Fuel Burning Appliances, (c) Plumbing Systems (d) Systems or Equipment for Heating Cooling or Ventilation Services (e) Tanks and Appurtenances for the storage of gases or fuels, and (f) Medical Gas installations within a Building.

OCCUPANCY to use a Building or part thereof for the shelter or support of persons, animals or property.

OWNER the Owner as recorded or entitled to be recorded on municipal tax rolls for the year as owner of an estate in property.

PART 3 BUILDING means a class of Building as defined by the Building Code as all Buildings used for Group A, B, F Div. 1 major occupancies and all Buildings exceeding 600 m² in floor area or exceeding 3 storeys in height used for major occupancies classified as Group C, D, E, F Div. 2 & Div. 3. Part 4, 5, and 6 apply in this definition.

PART 9 BUILDING means class of Building as defined by the Building Code, and applies to all Buildings of 3 storeys or less in Building height, have a floor area not exceeding 600 m² and used for Group C, D, E, and f Div. 2 & F Div. 3 major occupancies.

PERMIT means an authorization in writing by a Building Inspector pursuant to this By-law to perform any work regulated by this By-law.

PLUMBING CODE the National Plumbing Code of Canada, as issued and amended from time to time.

PROFESSIONAL DESIGNER an individual who is a member or licensee of the Association of Professional Engineers, Geologists and Geophysicists of NWT & Nunavut Territory (NAPEGG) duly entitled to engage in the practice of engineering in Nunavut Territory or an Architect who holds professional liability insurance, is entitled to act as an architect in the Nunavut Territory, and is a member in good standing of a provincial or territorial professional association.

STOP WORK ORDER means an order which requires all work governed by the By-law and underway at an identified site to cease completely until such time as the stop work order is lifted.

4.3 Severability

If any provision of the By-law is declared invalid because of any word, phrase, clause, sentence, paragraph or section of this By-law or an application thereof to any person or circumstance is declared invalid, the remaining provisions shall not be affected thereby, but shall remain in force.

SECTION 5 – ADMINISTRATION AND APPLICATION

5.1 This By-law shall be administered by the City's Building Inspection Division.

5.2 This By-law applies to the design, construction, and occupancy of new Buildings and the addition to, alteration, reconstruction, demolition, removal, relocation, and occupancy of existing Buildings whether they are of a residential, commercial or industrial nature.

5.3 The National Building Code of Canada, in its latest edition, including any amendments, revisions and errata subsequently issued, are hereby adopted as the standard to which all work undertaken in the City must conform.

5.4 Notwithstanding section 4.3, no penalty clause or any administrative procedure in the Building Code is adopted.

5.5 The City shall keep one copy of the Building Code available for public use, inspection and examination during regular business hours, at building 2425, or at such other place in the City of Iqaluit as Building Inspector may direct in writing from time to time.

5.6 Any lawful construction, alteration, repair, demolition or excavation commenced before the effective date of this By-law, need not to conform to this By-law, but shall comply with the requirements of any By-law under which it was authorized.

5.7 This By-law does not apply to: (a) sewage, water, electrical, telephone or similar systems, (b) Public Utility towers and poles, television, and radio or other communication aerials and towers, except for loads resulting from those located on or attached to buildings; and (c) Flood control and hydro electric dams and structures.

SECTION 6 – AUTHORITY OF THE CITY

6.1 A Building Inspector may enter any Building or premises at any reasonable time for the purpose of administering or enforcing this By-law.

6.2 A Building Inspector is empowered to order:

- a) any person who contravenes this By-law, to comply with its provisions within a specific time period;
- b) any work to stop if such work is proceeding in contravention of this By-law or if there is deemed to be an unsafe condition;
- c) the removal of any unauthorized encroachment on public property;
- d) the removal of any building or part thereof constructed in contravention of this By-law;
- e) the cessation of any occupancy if any unsafe condition exists because of work being undertaken or any work not completed in accordance with the terms of this By-law or any Permit, and;
- f) the correction of any unsafe condition;
- g) that all requirements of this By-law be complied with before commencement of any work.
- h) That proof of compliance with all requirements of this By-law be provided during or upon completion of the Work.

6.3 A Building Inspector may issue a Permit at the risk of the Owner, with conditions, to ensure compliance with this By-law and any other applicable legislation, to excavate or to construct a portion, of a Building before all plans of the project have been submitted or accepted by the Building Inspector;

6.4 The Building Inspector in their absolute discretion may issue a Permit for the whole project prior to work commencing thereon, conditional upon the submission of additional information not available at the time of issue.

6.5 If an application is made before all required plans or information are available, the Building Inspector may, in his absolute discretion, issue a conditional Permit or a Permit authorizing only a portion of the Work proposed by the Applicant, but the issuance of a conditional Permit or Permit for a portion of the work shall not;

- a) Obligate the Building Inspector or the City to issue a Permit for the remainder of the proposed work,
- b) Constitute any representation by the City that an unconditional Permit of Permit for the remaining work will be issued; or
- c) Constitute any representation by the City that any required approvals of third parties will be available.

6.6 The Building Inspector may refuse to issue any Permit:

- a) if information submitted is inadequate to determine compliance with the provisions of this By-law;
- b) if incorrect information is submitted;
- c) that would authorize any Building, work or occupancy that would not be permitted by this By-law,
- d) any other By-law of the City, or any other applicable law or regulation.

6.7 The Building Inspector may revoke a Permit upon written notice to the Permit holder 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; or
- d) the work is not being performed in accordance with the Permit and any applicable codes.

6.8 When any Building, construction or excavation or part thereof is in an unsafe condition, as a result of being left open or unguarded, or because of danger from fire or risk of accident, the City may give written notice to the Owner or his agent to remove or correct such unsafe condition or risk within such period of time as may be specified in the notice.

6.9 If:

- a) the City has given written notice to the Owner or his agent to correct an unsafe condition or risk and the Owner fails to do so within the time specified in the notice, or
- b) the City has not given notice, but the unsafe condition or risk at poses an immediate danger of accident or fire,

The City may:

- a) Demolish, remove or make safe such Building, construction, excavation or part thereof, and
- b) Take such other measures as may be necessary to protect the public, at the expense of the Owner.

6.10 When required by a Building Inspector, every Owner shall uncover and replace at their expense any work that has been covered contrary to this By-law or an order issued by a Building Inspector.

6.11 No action lies against the City or its employees for anything done or not done by any of them in good faith while exercising their powers or performing their duties under this By-law.

6.12 The issuance of Permits or carrying out of inspections pursuant to this By-law shall in no way be construed as a warranty by the City of any plans, designs or construction.

SECTION 7 – RESPONSIBILITIES AND OBLIGATIONS

- 7.1 No contractor or Owner shall deviate from the plans and specifications forming a part of the Building Permit, or omit or fail to complete prior any work required by the plans and specifications accepted by the Building Inspector without first having obtained in writing the approval to do so.
- 7.2 No Owner or contractor involved in the construction, re-construction, demolition, alteration, removal or occupancy of a Building shall cause, allow or maintain any unsafe conditions.
- 7.3 Notwithstanding 4.6, whenever a change in ground elevations or property boundaries creates a contravention of this or any other By-law, the Owner shall obtain a Building Permit and alter the Building to conform to this by-law.
- 7.4 Any person who knowingly submits false or misleading information to a Building Inspector is guilty of an offence.
- 7.5 Every Owner shall allow a Building Inspector to enter any Building or premises at any reasonable time for the purpose of administering and enforcing this by-law.
- 7.6 Every Owner shall obtain all required Permits or approvals prior to commencing work.
- 7.7 Every Owner shall, prior to commencing the work, give notice in writing to the Building Inspector;
- a) The Name, Address and Telephone number of
 - a. The Contractor, sub-contractor or other person in charge of the work,
 - b. The suitably qualified person reviewing the work, and
 - c. Any inspection or testing agency engaged to monitor the work, and:
 - b) Any change in or termination of employment of such persons during the course of the work as soon as such change or termination occurs.
- 7.8 Every Owner shall give notice in writing to the Building Inspector;
- a) Of any change in ownership of the property on which the construction is occurring;
 - b) Of any change in the address of the Owner prior to the completion of the work for which a Permit was issued.
 - c) Prior to occupying any portion of the Building if it is to be occupied in stages.
- 7.9 Every Owner shall provide other notices to the Building Inspector as may be required by the provisions of this By-law.
- 7.10 Every Owner shall make, or have made at their own expense, the test or inspections necessary to prove compliance with this By-law and shall promptly file a copy of all such test or inspections reports with the Building Inspector.

- 7.11 Every Owner is responsible for the cost of repair of any damage to public property or works located thereon that may occur as a result of undertaking work for which a Permit was required.
- 7.12 Every Owner shall give notice to the Building Inspector of dates on which he intends to begin work prior to commencing work on the building site.
- 7.13 Should occupancy occur prior to completion of a work being undertaken that requires a Permit, every Owner shall ensure that no unsafe condition exists or will exist because of the work being undertaken or not completed.
- 7.14 When required by a Building Inspector, every Owner shall provide a letter or declaration to certify compliance with this by-law and with any required Permits.
- 7.15 When a Building or part thereof, or any site on which building is occurring, is, in the opinion of the Building Inspector in an unsafe condition, the Owner or contractor shall forthwith take all necessary action to put the Building or site in a safe condition and comply with any directions or orders issued by the Building Inspector.
- 7.16 Every Owner shall provide an up-to-date survey of the Building site when and as required by the Building Inspector.

SECTION 8 – PERMIT APPLICATION

- 8.1 To obtain a Permit the applicant or his agent shall file an application in writing in a form prescribed by the Building Inspector set out in Schedule “C” of this By-law.
- 8.2 Except as otherwise Permitted by the Building Inspector, every application shall contain:
- a) The location and the legal description of the land on which the work is to be done;
 - b) The names, addresses, and telephone numbers of the Owner, professionals and others involved in the project;
 - c) The identification and description in detail of the work to be performed and occupancy type as outlined in section 3.1.2.1 of the Building Code to be covered by the Permit for which an application is made.
 - d) Two (2) sets of plans drawn to a scale of not less than 1/8"= 1'-0" or 1-100 and specifications, depicting the occupancy of all parts of the Building;
 - e) The estimated value of the proposed work excluding the cost of fees paid to the City;
 - f) The application package shall be accompanied by the required fee set out in Schedule A.
- 8.3 Where the requirements for an application for the Permit as stipulated in 8.2 have not been satisfied within one (1) year of the date of filing then the application shall be deemed to be abandoned and the project file may be destroyed.

- 8.4 A Permit shall expire and the rights of an Owner under a Permit shall terminate;
- a) If the work authorized by the Permit is not commenced within one (1) year from the date or issuance of the Permit and actively carried out thereafter, or;
 - b) If ongoing work is suspended for a period of one(1) year, or;
 - c) In any event, after two (2) years following the date of the Permit was issued.
- 8.5 Where an applicant asks to revise an application, a Building Inspector may require any or all of the information required in section 8.2 again.
- 8.6 An applicant may withdraw an application for a Permit at any time before such a permit before such a Permit is granted or refused, and shall thereupon be entitled to have refunded to them one half of the application fee paid.
- 8.7 A Permit holder is entitled to have refunded to them one half the Permit fee paid, if they did not start and do not intend to do the work described in the Permit, and request to have the Permit withdrawn within 60 days of the Permit being issued.
- 8.8 The Building Inspector may refer any application for a Permit to such other agencies, department or jurisdiction for a review or approval as is deemed necessary or required by law to granting approval.

SECTION 9 – PERMIT FEES

- 9.1 Permit fees shall be subject to the following conditions:
- a) Payment of Permit fees shall be made to the City of Iqaluit, Finance Department;
 - b) For the purposes of calculating Permit fees, the Building Inspector may determine the construction value of a project or require verification of the cost by reference to the contract documents;
 - c) Where the applicant obtains the materials and does the work themselves, the Permit fee shall be based on the sum of twice the cost of material as determined by the Building Inspector;
 - d) Acceptance of Permit fees prior to issuance of a Permit, shall not be taken to mean that the application has been approved or that a Building Permit has been issued or will be issued;
 - e) Permit fees shall be calculated in accordance with the schedule “A”, attached to and forming part of the By-law.

SECTION 10 – PERMIT REQUIREMENTS

10.1 No person shall construct, add to, alter, repair, reconstruct, relocate any Building or excavate for the purpose of constructing any Building within the City until a Building Permit has been obtained pursuant to this By-law.

10.2 Subject to the discretion of the Building Inspector a Building Permit may not be required for:

- a) Landscaping works provided that excavation or placing of fill does not exceed 300mm over the original existing grade;
- b) Residential decks, patios and retaining walls provided that the distance between the top of the platform and the adjacent finished grade does not exceed 600mm;
- c) Non-structural alterations or repairs to an existing Building, the construction value of which does not exceed \$20,000.00;
- d) Accessory Buildings used for cold storage that are not greater than 10m² in floor area;
- e) Fences, other than those referred to in part 8 of the Building Code.

10.3 Every Owner shall ensure that the plans and specifications on which the issuance of the Building Permit was based are available at the site of the work for inspection during working hours by the Building Inspector, and that the Permit, or true copy thereof, is posted prominently on the site during the entire work period.

SECTION 11 – APPLICATION FOR PART 9 BUILDINGS

11.1 In addition to the requirements in section 7.2, the following is required for a Permit for a part 9 Building:

- a) A site plan showing the bearing and dimensions of the lot, the legal description and address of the lot, location of all right of way, easements and setback requirements and the location of all existing and proposed Buildings;
- b) Floor plan showing dimensions and uses of all areas, the dimensions and height of roof and crawl spaces, size, swing and location of all doors, location and size of windows, plumbing fixtures, structural elements and stair details;
- c) A cross section of the Building showing foundation, drainage, ceiling heights and construction systems;
- d) Elevations of the Building showing finish, slopes, windows, doors, and finished grade;
- e) And cross sectional details at an appropriate scale to show that the Building conforms to the Code.

11.2 The Building Inspector may require the following if the Building is referred to in part 4 of the Building Code:

- a) Structural drawings and all documents shall be submitted with the application and be dated and bear the seal of a Professional Designer which will include:

- i. The name and address of the designer responsible for the structural design;
- ii. The version of the Building Code and standards to which the design conforms to;
- iii. Dimensions, location and size of all members in detail so that it may be inspected;
- iv. To be able to check and determine the dead loads;
- v. All calculations and analysis made in the design of the structural members of the Building be available for inspection on request.

SECTION 12 – APPLICATION FOR PART 3 BUILDINGS

12.1 In addition to the requirements in section 7.2, the following is required for a Permit for a part 3 Building:

- a) a site plan showing the bearing and dimensions of the lot, the legal description and address of the lot, location of all right of way, easements and setback requirements and the location of all existing and proposed Buildings;
- b) floor plan showing dimensions and uses of all areas, the dimensions and height of roof and crawl spaces, size, swing and location of all doors, location and size of windows, plumbing fixtures, structural elements and stair details;
- c) a cross section of the Building showing foundation, drainage, ceiling heights and construction systems;
- d) elevations of the Building showing finish, slopes, windows, doors, and finished grade;
- e) and cross sectional details at an appropriate scale to show that the Building conforms to the Building Code.

12.2 The Building Inspector may require the following if the Building is referred to in part 4 of the Building Code:

- a) Structural drawings and all documents shall be submitted with the application and be dated and bear the seal of a Professional Designer which will include:
 - i. The name and address of the designer responsible for the structural design;
 - ii. The version of the Building Code and standards to which the design conforms to;
 - iii. Dimensions, location and size of all members in detail so that it may be inspected;
 - iv. To be able to check and determine the dead loads;
 - v. All calculations and analysis made in the design of the structural members of the Building be available for inspection on request.

SECTION 13 – TEMPORARY BUILDING PERMIT REQUIREMENTS

- 13.1 A Permit for a temporary Building may be issued by the Building Inspector, authorizing the erection and existence of a Building, or part thereof, for a term not exceeding two years, in accordance with the conditions specified by the Building Inspector.
- 13.2 Notwithstanding anything contained herein, a Permit for a temporary Building may be extended provided permission in writing is issued by the Building Inspector.
- 13.3 A Permit to erect a temporary Building shall be posted on the Building.
- 13.4 A temporary Building or structure shall be properly maintained by the owner to the satisfaction of the Building Inspector.
- 13.5 On or before the expiry of the Permit the Building shall:
- a) Be dismantled under a demolition Permit, or
 - b) Be moved to another location in accordance with City By-laws.

SECTION 14 – MECHANICAL PERMIT REQUIREMENTS

- 14.1 An application for a mechanical Permit in respect to mechanical systems must be filled out in the prescribed application sign by the Owner or their agent.
- 14.2 A mechanical Permit is required for the construction, installation, alteration, renewal or repair of a mechanical system or part thereof.
- 14.3 All mechanical systems shall be in compliance with the both the Building Code and Plumbing Code,
- 14.4 A Permit is not required when changing or replacing a valve, faucet, or fixture, or repairing a leak, provided no change to the piping system is required.

SECTION 15 – ISSUANCE OF PERMITS

- 15.1 When a Building Inspector has received a completed application and is satisfied that the project described in the application meets the requirements of this By-law, and the applicant has paid to the City the Permit fee, the Building Inspector shall issue a Permit to the applicant and endorse the words "APPROVED" on all sets of plans and specifications that have been examined by the Building Inspector.
- 15.2 Prior to issuing a Building Permit all reviews and approvals from other governing agencies having jurisdiction over the type of construction proposed must be submitted to the Building Inspector.

- 15.3 The Building Inspector may, upon granting a Permit, impose such conditions on the Permit as may be deemed necessary to ensure compliance with this By-law. Such conditions shall be outlined to the applicant in writing prior to, or upon granting of the Permit.
- 15.4 No Permit shall be issued until the Building Inspector is satisfied that the Owner or their agent has obtained a Development Permit as is required by the Zoning By-law.
- 15.5 Work performed under a Permit must meet all the conditions specified when the Permit was issued.
- 15.6 Where in order to expedite work, approval is sought to begin work on a portion of a project before a Permit is approved and issued for the entire project, the application shall be made for the complete project with full plans and specifications covering the portion of the work for which immediate approval is sought being filed with the City.
- 15.7 Where a Permit is issued for a part of a Building the holder of such a Permit proceeds at their own risk regarding issuance of a Permit for the entire project.
- 15.8 No Permit shall be issued to an Owner who is in arrears for a period of one (1) year or more on municipal taxes, lease payments or utility levies on any property within the City of Iqaluit.

SECTION 16 – INSPECTIONS

- 16.1 The following stages of work are required to be inspected and approved prior to continuing or covering:
- a) Sitting and grading/Water and Sewer Service;
 - b) Foundation (including any certifications required by this By-law);
 - c) Framing, Plumbing and mechanical rough-in;
 - d) Insulation and vapour barrier prior to installation of drywall;
 - e) Final Plumbing Inspection; and
 - f) Occupancy Final Inspection.
- 16.2 The Owner shall give not less than 48 hours advance notice of a required inspection.
- 16.3 Inspections shall be conducted within normal working hours of City employees.

SECTION 17 – PROFESSIONAL INVOLVEMENT

- 17.1 When required by the National Building Code of Canada are at the absolute discretion of the Building Inspector plans, drawings and specifications shall bear the authorized seal and signature of a professional engineer or architect licensed to practice in Nunavut Territory.

17.2 Every Owner or contractor who undertakes to construct or have constructed a Building or portion thereof within the scope of Part 4 of the Building Code shall ensure that a professional designer is retained to undertake;

- a) The design of the Building, and
- b) A review to determine compliance with the design during construction.

17.3 Where either this By-law or the Building Code requires that a Building or a portion of a Building be designed by a professional designer, upon completion of the construction, the designer or their agent shall submit to the Building Inspector a letter certifying that the construction conforms to the design requirements.

17.4 Where the dimensions of a structural component are not provided in Part 9 of the Building Code for use in a Building within the Scope of that part and such dimensions are to be determined on the basis of the calculation, testing or other means of evaluation, the Owner or contractor shall retain the services of a professional designer competent to undertake such work.

SECTION 18 – OWNER/CONTRACTORS

18.1 Every Owner/contractor shall comply with the requirements of all applicable legislation relating to the work being performed.

18.2 Every contractor is responsible jointly and severally with the Owner for any work actually undertaken.

18.3 Except as provided in 17.4, all contractors who perform work authorized by a Permit must;

- a) Hold a City of Iqaluit business license, and;
- b) Hold, or employ a person who holds a valid journeyman trade certificate or is a registered apprentice under the supervision of a journeyman for any applicable trade designated under the Apprentice, Trade and Occupations Certification Act of Nunavut.

18.4 The owner of a detached single family dwelling may perform work authorized by a permit on their own residence, without meeting the requirements of 17.3, provided that nothing herein waives the requirement of any territorial or federal law applicable to such work.

SECTION 19 – APPEALS

19.1 Where a Stop Work Order is issued according to subsection 5.2 may be appealed within twenty one (21) business days to Council.

19.2 Where a Stop Work Order is appealed pursuant to subsection 19.1 the order is stayed pending a decision by Council, any decision by Council is final.

19.3 In determining an appeal. Council may confirm, reverse, vary or cancel the Order appealed from, and may impose conditions or limitations that are considered proper.

19.4 Each notice of appeal shall contain:

- a) State with reasonable exactness the grounds of appeal;
- b) State the name, address, and interest of the appellant in the property;
- c) Be dated and signed by the appellant or on his behalf by his agent and, if signed by an agent, shall state the name and address of agent.

SECTION 20 – HEARING PROCEDURE

20.1 The Chief Administrative Officer shall upon receipt of the Notice of Appeal, set a date for the hearing of the appeal which shall be within thirty (30) days of receiving the Notice of Appeal.

20.2 Council shall consider the appeal having regard to the applicable provisions of this by-law, and the circumstances and merits of the case.

20.3 When Council is hearing the appeal they shall:

- a) Not be bound by the technical evidence; and
- b) Allow every person concerned the opportunity to be heard, and to submit evidence and hear evidence of others.

SECTION 21 – VIOLATIONS AND PENALTIES

21.1 Every person who contravenes, or causes or Permits the contravention of a provision of this By-law or the Building Code is guilty of a separate offence for each day on which the contravention or its cause or permission continues and is liable upon summary conviction to a fine not exceeding:

- a) Two thousand (\$2,000.00) dollars for an individual;
- b) Ten thousand (\$10,000.00) dollars for a corporation; and

21.2 Pursuant to section 18.1 of this By-law, a By-law Officer may issue a summary offence ticket information in the form prescribed by the Summary Conviction Procedures Act and Regulations, to any person who violates any provision of this By-law and such person may, in lieu of prosecution, pay the City the fine set out in Schedule “B” of this By-law for the offence, prior to the court date specified on the ticket information.

THIS BY-LAW READ a First Time this 28th day of September, 2010 A.D.

David Ell
Deputy Mayor

John Mabberi-Mudonyi
A/Chief Administrative Officer

THIS BY-LAW READ a Second Time this 26th day of October, 2010 A.D.

David Ell
Deputy Mayor

John Mabberi-Mudonyi
A/Chief Administrative Officer

THIS BY-LAW READ a Third and Final Time this 26th day of October, 2010 A.D.

David Ell
Deputy Mayor

John Mabberi-Mudonyi
A/Chief Administrative Officer

SCHEDULE "A"

PERMIT FEES

| | |
|---|---|
| Residential Units and Additions Section 11 | $\$15.00 + \$10.00/\text{m}^2$ |
| Residential Decks, Garages and Sheds Section 10.2 (b) | $\$15.00 + \$2.15/\text{m}^2$ |
| Non-Structural Alterations and Repairs Exceeding \$20,000.00 Section 10.2(c) | $\$15.00 + \$7.00 \text{ per } \$1000$ of construction value |
| Mechanical Permit Section 14 | $\$15.00 + \6.00 per Fixture |
| Commercial and Institutional Section 12 | $\$15.00 + \$14.00/\text{m}^2$ |

SCHEDULE “B”

FINES

| | <u>Section</u> | <u>Amount</u> |
|---|----------------|------------------------------|
| 1. Failure to comply with an order | 5.2 | |
| a) Individual | | \$200.00 (Max of \$2000) |
| b) Corporation | | \$1,000.00 (Max of \$10,000) |
| 2. Failure to display Permit | 10.3 | \$50.00 |
| 3. Failure to obtain Permit | 10 to 14 | |
| a) Individual | | \$200.00 (Max of \$2000) |
| b) Corporation | | \$1,000.00 (Max of \$10,000) |
| 4. Failure to comply with Permit Conditions | 15 | \$200.00 |

SCHEDULE “C”

FORMS AND PERMITS