



CONDOMINIUM CONVERSION PROJECTS PROFESSIONAL REVIEW OF THE BUILDING

City Council Policy No. C09-004 states the following:

3.7 National Building Code

The minimum requirements of the current edition of the National Building Code, the Uniform Building and Accessibility Standards Act and Building Bylaw No. 7306 must be met, so that the building is not deficient in critical life safety aspects (i.e. exit lights, fire extinguishers, ventilation).

3.8 Professional Review of Building

- a) The applicant shall supply to the General Manager of Planning and Building Department a comprehensive report which addresses critical life safety aspects (complete with two sets of drawings), prepared by an independent professional engineer and/or architect licensed to practice in Saskatchewan.

The report shall define the area, height and classification of the building under the current National Building Code. The professional engineer or architect preparing the report shall prepare the report from on-site observations and **shall review the building for architectural, structural, mechanical and electrical National Building Code requirements.**

- b) In existing buildings, various systems require maintenance to ensure they remain operational (examples of this include exit lights, emergency power, fire alarms, ventilation, sprinklers, fire extinguishers, door closures and fire separation systems). **The report shall therefore identify variances from the current National Building Code, in operation of systems and recommended corrective measures to ensure life safety for the occupants.**

3.9 Building Permit

A Building Permit is required where work must be carried out as a result of the findings of the report and drawings submitted under Section 3.8 above.

To assist the professional responsible for completing the report noted in 3.8 above, the following is a summary of what must be provided when applying for a Building Permit:

	Reports and Drawings Required	Recommended Corrective Measures if Applicable
1	Report confirming the structural sufficiency of the building.	Provide details.
2	Report noting National Building Code deficiencies in the building ventilation system.	Provide details.
3	Report noting National Building Code deficiencies in critical life safety aspects.	<i>(See reverse side of this sheet)</i>
4	Drawings showing floor plans and elevations of the entire building and indicating any corrective measures that were identified from items 1, 2 and/or 3 above. (2 sets required)	<i>(See reverse side of this sheet)</i>
5	Verification that test certificates for fire alarm, sprinkler, standpipe and hose systems, etc. will be provided.	Certificates/reports must be submitted when available.



BUILDING CLASSIFICATION INFORMATION:

1995 NBC Classification	
Required Floor Fire Resistance Ratings	
Required Roof Fire Resistance Ratings	
Required Fire Resistance Ratings of Loadbearing Walls	
Required Fire Resistance Ratings of Loadbearing Beams & Columns	
Sprinkler System Required (Yes/No)	

LIST OF MINIMUM REQUIREMENTS TO BE INSPECTED AND REPORTED ON:

Description of Required Items to Inspect (Items listed may not be relevant in some cases)	Identify Variances from the Current National Building Code	Recommended Corrective Measures to Ensure Life Safety
Smoke Alarms - location and electrical connection		
Smoke Detectors - location and electrical connection		
Heat Detectors - location and electrical connection		
Fire Alarm system		
Exit Signs - location and required illumination		
Emergency Lighting - location, illumination		
Emergency Power Supply		
Public Corridor Fire Separations - Integrity of		
Exit Stair Fire Separations - Integrity of		
Doors in Fire Separations c/w Closers		
Suite Separations - Integrity of		
Fire Separation and Sprinklering of Storage Rooms		
Fire Dampers in Separations - Integrity of		
Floor Fire Separations - Integrity of		
Door Release Hardware		
Washroom Ventilation		
Sprinkler System – condition of existing system		
Firewalls - Integrity of		
Guards on stairs, landings and balconies - height, condition, non climbable and spacing of members		
Handrails - provision and condition		
Safety Glass in Doors and Sidelites		
Flame Spread Ratings in Corridors and Exits		
Corridor pressurization		
Air circulation between suites		
LIST OTHER RELEVANT NBC CRITICAL LIFE SAFETY ISSUES OBSERVED DURING INSPECTION:		

Format of this report should be expanded to allow sufficient space to note any variances and recommendations.