

## Professional Review of Critical Life Safety Items

City Council Policy No. C09-00, Condominium Approvals provides the following:

### 3.7 National Building Code

The minimum requirements of the current edition of the National Building Code, the ACT and The Building Bylaw must be achieved, 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 the General Manager of Community Services Department with a comprehensive report which addresses critical life safety aspects (complete with 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.

## Summary of Critical Life Safety Items

To assist the professional responsible for completing the report noted in 3.8 above, the following is a summary of critical life safety items to be inspected and reported on when applying for a Building Permit. The existing variances from the current NBC must be reported, and recommendations made regarding the corrective measures which will be taken to ensure life safety for the occupants. Please note that this list provides a summary only, and is not intended to cover all relevant life safety items.

- Floor fire separations – integrity of
  - Exit stair fire separations – integrity of
  - Public corridor fire separations – integrity of
  - Suite separations – integrity of
  - Firewalls – integrity of
  - Service rooms – fire separation
  - Storage rooms – fire separation
  - Doors in fire separations, closers
  - Door release hardware
  - Safety glass in doors and sidelights
  - Flame-spread ratings in corridors and exits
  - Handrails – provision and condition
  - Guards on stairs, landings and balconies – height, condition, spacing of members and non-climbable
  - Fire dampers in fire separations – integrity of
  - Sprinkler system – new system or condition of existing system
  - Corridor pressurization
  - Air circulation between suites
  - Washroom ventilation
  - Fire alarm system
  - Heat detectors – location and electrical connection
  - Smoke detectors – location and electrical connection
  - Smoke alarms – location and electrical connection
  - Exit signs – location and required illumination
  - Emergency lighting – location, illumination
  - Emergency power supply
- Any other relevant NBC critical life safety issues (ex. storage in exits, high building requirements, etc.)

## Building Permit Application Requirements

Building permit applications for Residential Condominium Conversions must include the following:

1. See the [Permit Application Checklist – Alterations](#) for all submission requirements including those noted below.
2. The comprehensive report prepared by an architect or engineer licensed to practice in the province of Saskatchewan as required by City Council Policy No. C09-004.
3. A summary of proposed work prepared by the lead consultant indicating in point form the work that will be completed to correct the deficiencies identified in the report from Item 2 above.
4. Drawings that reflect the work in Item 3 above. These drawings must include the following information as a minimum where applicable:
  - Drawings must be signed and sealed by an architect or engineer licensed to practice in the province of Saskatchewan.
  - Drawings must be original size. Reduced drawings will not be accepted.
  - The following information is also required:
    - Site plan
    - Locations of all work to be done. (ie. door replacement, guard and handrail modifications, washroom ventilation modifications, etc.)
    - Details of work being performed. (ie. guard and handrail details, and details of any other modifications noted in Item 3 above)
    - Corridor pressurization system complete with fire dampers and any new shafts for ductwork. Shaft construction details are required.
    - Sprinkler system drawings, if identified in item 3 above. These drawings must be signed and sealed by an engineer licensed to practice in the province of Saskatchewan.
    - Fire alarm system drawings. These drawings must indicate all components of the fire alarm system (ie. smoke and heat detectors, pull stations, annunciator panels, smoke alarms, audible signal devices, etc.) and they must be signed and sealed by an engineer licensed to practice in the province of Saskatchewan.
    - Exit signs and emergency lighting.