

# Notes to Part 1

## Administrative Provisions

This Appendix is included for explanatory purposes only and does not form Part of the requirements except as defined in Division A Sentence 1.1.3.1.(1). The numbers that introduce each Appendix Note correspond to the applicable requirements in this Division.

**A-1.3.3.5. Unsafe Conditions.** Although words such as alteration, occupancy, building and unsafe conditions are defined in Article 1.4.1.2. of Division A, such words as removal and relocation contained here and in the definitions are adequately defined in dictionaries and need not be defined herein.

**A-1.3.3.6. Work on Public Property.** The appropriate government authority may be federal, provincial or city, depending on the nature of the public property.

**A-1.3.3.7. Changes in Ground Elevation and Limiting Distance.** If a new or existing building is built as close to a boundary line as the regulations permit, moving the property boundary could result in contravention of the By-law in regards to spatial separations. In those circumstances, this Subsection would not apply.

**A-1.4.1.10. Project Directory.** This Subsection requires the owner to inform the Chief Building Official of changes in responsibilities of certain employees. It is not intended to limit the owner's right to change the constructor, engineer, architect or inspection or testing agency, but rather to let the building official know of any such change so that construction will not be held up because of any misunderstanding as to who is responsible. See Letters of Assurance at the end of Part 2 of Division C.

**A-1.4.1.15. Tests to Establish Compliance.** Where a manufacturer, fabricator or erector is required to conform to specified requirements, such as those referenced by Articles 4.3.1.2. and 4.3.3.1. of Division B, Book I, it is intended that proof of such compliance be filed with the Chief Building Official. See Letters of Assurance at the end of Part 2 of Division C.

**A-1.4.1.19.(1) Uncovering Work.** The requirement to uncover and replace work will normally apply only if Article 1.4.1.17. has not been complied with, that is, if work requiring inspection has been covered prematurely. Complete uncovering may not be necessary. Here, again, the judgment of the designated official is required to determine if partial uncovering, test holes or similar actions will be sufficient to indicate compliance, the purpose being to promote compliance not to penalize the constructor.

**A-1.5.2.1. Power of Entry.** Since these requirements apply to both new construction and existing buildings, the Chief Building Official (i.e., the designated official) has the power to enter any existing buildings as well as new construction, but only for the purpose of administering or enforcing these requirements.

In other words, if there is reason to believe that unauthorized alterations or a change of occupancy has occurred or an unsafe condition exists in respect of fire, structural safety or health, an inspection may be made. The designated official should be informed of any unsafe conditions found in the course of fire inspections.

**A-1.5.2.6. Permit with Incomplete Application.** A permit may be issued if additional information required is of secondary importance and the foundation or structure is not dependent on it. Information of this type might pertain to building services, such as heating, ventilating, air-conditioning, electrical or plumbing or to partitioning which may not be determined until leases have been arranged.

**A-1.5.2.12. Permit for Staged Construction.** If the Chief Building Official issues a permit for a foundation before submission of the plans of the complete building, there is no assurance that a permit will be issued for the superstructure when the plans are submitted later. Such issuance will depend upon, among other things, the adequacy of the foundation.

**A-1.6.2.2. Application Requirements.** In addition to the information required by this provision, further information is required by Subsection 2.3.4. of Division C, Structural and Foundation Drawings and Calculations, and Subsection 2.3.5. of Division C, Heating, Ventilating, Air-Conditioning and Energy Utilization Drawings and Specifications.

**A-1.6.7.1.(1) Permit Expiry.** The owner must provide documentation to establish that the work has not been substantially discontinued for 6 months.

**A-1.6.9.4.(1) Owner Must be Certified.** The Environmental Operators Certification Program (EOCP) Building Water Systems (BWS) certification is the required minimum certification level, except that for non-potable water systems accepted by the Chief Building Official as an alternative solution, a more advanced water or wastewater certification may be required. Certification

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under the ASSE/IAPMO/ANSI 12080 Standard “Professional Qualifications Standard for Legionella Water Safety and Management Personnel” is an acceptable equivalent to the EOCP Building Water Systems certification.

**A-1.7.1.2. Occupancy Permit.** An occupancy permit is required for a temporary occupancy.