

## UPGRADES/REVISIONS/REMOVAL OF FIRE ALARM SYSTEMS SUBMISSION REQUIREMENTS

### **New or complete replacement of an existing fire alarm system**

All new or complete replacement of an existing fire alarm system shall fully comply with all applicable codes and standards. Two (2) sealed sets of electrical drawings accompanied by Letters of Assurance Schedule B signed and sealed by professional engineer

### **Modification or addition to an existing system**

All modified or added components must be compatible with the existing fire alarm system and must be installed in accordance with applicable codes and standards. Additions and modifications must comply with Section 6 “System Modifications” of CAN/ULC S537-04. Sealed drawings with Letters of Assurance Schedule B signed and sealed by a profession engineer **may** be required. Please consult with the Building Department for further clarification.

### **Upgrading of a non-conforming fire alarm system**

Unless the fire alarm system is in full compliance with all codes and standards after the upgrade, a report signed and sealed by a professional engineer shall be submitted for review at time of permit application. The report shall include the following:

- The operation of the fire alarm system
- The scope of the proposed upgrades
- Any code deficiencies and mitigation or reasons for non-compliance
- \$50.00 Permit Fee



**SUBJECT PROPERTY INFORMATION**

<b>Civic Address</b>	
<b>Legal Description</b>	
<b>Scope of Build</b> (Details of project)	

**OWNER**

<b>First Name</b>		<b>Last Name</b>	
<b>Company Name</b>			
<b>Civic Address</b>		<b>City</b>	
<b>Province</b>		<b>Postal Code</b>	
<b>Telephone</b>		<b>Email</b>	

**GENERAL CONTRACTOR/BUILDER**

<b>First Name</b>		<b>Last Name</b>	
<b>Company Name</b>			
<b>Civic Address</b>		<b>City</b>	
<b>Province</b>		<b>Postal Code</b>	
<b>Telephone</b>		<b>Email</b>	

**APPLICANT OR AGENT**

<b>First Name</b>		<b>Last Name</b>	
<b>Company Name</b>			
<b>Civic Address</b>		<b>City</b>	
<b>Province</b>		<b>Postal Code</b>	
<b>Telephone</b>		<b>Email</b>	

*Please provide all requested information.*

**NOTE:** The personal information collected on this form is collected for the purpose of an operating program or activity of the City of Campbell River as authorized by Section 26 (c) of the **Freedom of Information and Protection of Privacy Act**. All information collected with this form shall be disclosed to the public upon request. Copies of drawings submitted with this application become part of the local government's records and therefore subject to the **Freedom of Information and Protection of Privacy Act**. If you have any questions about the collection and use of this information, please contact the Deputy City Clerk at (250) 286-5700.

As the owner or duly authorized agent I acknowledge that City of Campbell River Building Bylaw 3060, 2010 (the ‘Building Bylaw’), notwithstanding any other provision therein, has been enacted for the purpose of regulating construction within the City in the general public interest. **The activities undertaken by or on behalf of the City of Campbell River pursuant to the *Building Bylaw* are for the sole purpose of providing a limited and interim spot-checking function for reason of health, safety and the protection of persons and property.**

It is not contemplated nor intended, nor does the purpose of this Bylaw extend:

- to the protection or indemnification of owners, owner/builders, constructors or future owners from economic loss;
- to the assumption by the City or a Building Official of any responsibility for ensuring the compliance by any owner, his or her representatives or any employees, constructors or designers retained by him or her, with the Building Code, the requirements of the *Building Bylaw* or other applicable enactments respecting safety;
- to providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under the *Building Bylaw*;
- to providing a warranty or assurance that construction undertaken pursuant to building permits issued by the City is free from latent, or any defects.
- to providing to any person a warranty that construction is in compliance with the Building Code, the *Building Bylaw* or any other enactment with respect to a building or structure for which a building permit or occupancy permit is issued under the *Building Bylaw*.

I acknowledge that:

- neither the issuance of a permit under the *Building Bylaw*, the review and acceptance of the design, drawings, plans or specifications, nor inspections made by a Building Official, shall constitute a representation or warranty that the Building Code or the *Building Bylaw* have been complied with or that the building or structure meets any standard of materials or workmanship.
- neither the issuance of a permit under the *Building Bylaw*, the review or acceptance of the design, drawings, plans or specifications nor any inspection made by a Building Official is not an assurance, representation, warranty or statement of establishing compliance with the Building Code or this Bylaw or any standard of construction, materials or workmanship.
- I will not rely on the issuance of a permit under the *Building Bylaw*, the review or acceptance of the design, drawings, plans or specifications, or any inspection made by a Building Official as establishing compliance with the Building Code or this Bylaw or any standard of construction, materials or workmanship.
- Where the City requires that a professional architect or engineer certify that the plans submitted in respect of this application comply with the British Columbia Building Code or other enactment, the City will rely on that certification in issuing a building permit and occupancy permit.

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I commit that I will:

- ensure that all construction complies with the Building Code, the *Building Bylaw* and other applicable enactments respecting safety;
- post and maintain the permit in a conspicuous place on the property in respect of which the permit was issued;
- keep a copy of the accepted designs, plans and specifications on the property during the course of construction;
- post the civic address on the property in a location visible from any adjoining streets;
- ensure any building is located properly in regards to all setbacks; and
- ensure that any geotechnical site issues are adequately addressed to ensure a proper foundation and that appropriate reports are obtained from a qualified registered professional and that copies of such reports are provided to the City of Campbell River.

**SIGNATURE OF OWNER:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

**DATE SIGNED:** \_\_\_\_\_

**SIGNATURE OF AGENT:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

**DATE SIGNED:** \_\_\_\_\_

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