

**Administration and Enforcement of
the Uniform Building
Standards Act**

**Policy Number: 61/211 (92)
Adopted: Feb. 24/92**

WHEREAS it is desirable to create a policy which would

1. Minimize exposure to liability
2. Establish the level of service to be provided that fits the area and resources available
3. Stipulate what is seen by the Town of Lacombe as a reasonable level of service

NOW THEREFORE BE IT RESOLVED THAT in relation to the administration and enforcement of the Uniform Building Standards Act within the Town of Lacombe:

1. The owner's, designer's, supplier's and contractor's obligation in law is to fully comply with the requirements of the Uniform Building Standards Act and pursuant regulations and by-laws.
2. The Building Inspector is responsible for the issuing of permits where required by the by-laws, and for monitoring the level of compliance as resources allow through spot-check sample reviews of plans submitted with permit applications and visits to construction sites to observe activities.
3. Where infractions of the Act, regulations or By-laws are observed, the Building Inspector may take action in accordance with his powers under the Act.
4. As the Building Inspector may wish to inspect at various stages of construction, the owner shall notify the Building Inspector

before pouring foundation footing

before backfill

before insulation

before occupancy

5. When an inspection is conducted, the Building Inspector may, where necessary, notify the owner/contractor and issue a Building Inspection Report to list any deficiencies observed, and for office purposes.
6. The following priority for plans review and inspection will be followed as manpower and budget restrictions allow:
 - a) Institutional - hospitals, nursing homes
 - b) Assembly - schools, halls, churches, arenas, restaurants
 - c) Multiple Family - apartments, motels
 - d) Mercantile - stores, supermarkets
 - e) Industrial
 - f) Single Family Dwelling
 - g) Business and Personal Services - offices, clinics

Mayor

DATE: February 24, 1992

Chief Administrative Officer

RES: 92-092