

## **Consolidating the Safety Codes Permit Bylaws**

---

### **EXECUTIVE SUMMARY**

Currently, the rules and fees for building, mechanical, plumbing, gas, and electrical permits are found in three different bylaws. The intent of the proposed bylaw is to have one single bylaw that is easy to understand and eliminates duplication of rules already found in the provincial regulations which govern safety related permits.

Should Council approve the proposed bylaw, the result will be a single bylaw instead of three and the permit fees will be removed from the bylaw and placed into the planning fee schedule along with all other planning related permit fees.

### **ADMINISTRATION RECOMMENDATION:**

Administration recommends that the Standing Policy Committee on Planning and Urban Development recommends that Council:

1. Give three readings to the proposed Safety Codes Permit Bylaw; and
2. Repeal the following bylaws:
  - i) *Safety Codes Permit Fee Bylaw 63M94*
  - ii) *Calgary Building Permit Bylaw 64M94*
  - iii) *Electrical Permit Bylaw 46M2014*

### **PREVIOUS COUNCIL DIRECTION / POLICY**

Although Council did not provide specific direction, the proposed bylaw does align with Council direction to integrate service delivery by providing services in a coordinated and integrated way and to continually improve the customer experience.

### **BACKGROUND**

Presently, The City of Calgary has three separate bylaws which deal with permits associated with building construction:

- 1) Building permits (includes mechanical equipment): *Calgary Building Permit Bylaw 64M94*;
- 2) Electrical permits: *Electrical Permit Bylaw 46M2014*;
- 3) Plumbing and gas permits: *Safety Codes Permit Fee Bylaw 63M94*.

The three bylaws set the fees and provide rules for submitting plans as part of a permit, as well as rules regarding cancellation or extension of permit terms and other specifics. Some of the bylaw provisions are unnecessary as they reproduce provisions found in the Alberta Safety Codes Act, and/or the Alberta Permit Regulation. Additionally, the three bylaws are not completely aligned with each other, which can cause inconsistency in terms of the rules governing different types of permits (ie, a building permit versus a plumbing permit).

### **INVESTIGATION: ALTERNATIVES AND ANALYSIS**

The main objectives for the consolidation of the three bylaws are to remove provisions that are redundant to provincial regulations; combine all necessary information about construction permit fees in a single bylaw; and simplify the fee review and approval process.

## **Safety Codes Permit Bylaw**

---

By having a single consolidated bylaw that regulates permits issued for construction in the building, electrical, plumbing and gas disciplines, there will be consistency in the application of permit rules for customers.

The proposed bylaw will no longer include a fee schedule. The fee amounts will be part of the planning application fee schedules and fees will be set by Council during the One Calgary Service Plans and Budgets process.

### **Stakeholder Engagement, Research and Communication**

Based on the results of Planning & Development's 2015 customer survey and focus groups, as well as interviews with industry representatives, customers expect a predictable, consistent experience, a simple process, and a clear understanding of what's required in their application. The proposed Safety Codes Permit Bylaw consolidation achieves these expectations.

The research for the proposed Safety Codes Fee Permit Bylaw entailed a review of the Alberta Safety Codes Act, the Alberta Permit Regulation, and comparable bylaws including Edmonton's Safety Codes Permit Bylaw.

### **Strategic Alignment**

#### **Social, Environmental, Economic (External)**

The Safety Codes Permit Bylaw is aligned with the corporate approach to customer service by designing the permit service to reflect what our customers expect.

#### **Financial Capacity**

##### ***Current and Future Operating Budget:***

There will be no impact on the operating budget.

##### ***Current and Future Capital Budget:***

There will be no impact on the capital budget.

#### **Risk Assessment**

The proposed Safety Codes Permit Bylaw does not pose any risks.

#### **REASON(S) FOR RECOMMENDATION(S):**

The proposed Safety Codes Permit Bylaw will consolidate and streamline provisions of three existing bylaws, and provide information about the rules regarding Safety Codes permits in a single document. This change will improve consistency among the different safety related permits and will improve customer service by making information about construction permit fees easier to access and understand.

#### **ATTACHMENT**

1. Proposed wording for a Safety Codes Permit Bylaw