

Frequently Asked Questions



What regulations govern building construction in Summerside?

The City has adopted the 2005 National Building Code of Canada as the minimum standard for construction in the City.

1. What does adopting the National Building code do?

The National Building Code helps to ensure health, safety and welfare of citizens by:

- a. reducing potential fire hazards
- b. allowing occupants time and facilities to safely exit a building in an emergency
- c. requiring certain buildings to be barrier free
- d. regulating structural soundness of buildings
- e. reducing property loss from fires

2. How do I obtain a building permit?

A building permit can be obtained by visiting Technical Services Department at 275 Fitzroy St and filling out the application form, submitting the required information and paying the fee

3. What information is required before a permit can be issued?

In order to assess compliance with the National Building Code, zoning bylaw and other bylaws, the following information is usually required (please consult with staff for more detailed information requirements for your specific project):

- a. site plan to scale indicating the location of the building, services on the site, proposed driveway access and setbacks to property boundaries
- b. floor plan layout to scale indicating the proposed use of each room or area and details
- c. Foundation, truss and structural framing plans and details;
- d. Cross sectional details
- e. Location of buildings on adjacent sites and exterior elevations where necessary
- f. Other information as required to determine code compliance

4. How long does it take to obtain a building permit?

Once all other approvals are obtained where required (zoning, subdivision etc.) and all of the required plans are submitted, it usually takes a few days to review the plans for code compliance before issuing the permit.

5. How may the process be delayed?

Usually this happens when other approvals are required that involve City Council and/or public consultation such as zoning changes and subdivisions. It can also happen when all of the required plans are not submitted.

6. How do I keep the process from being delayed unnecessarily?

Make yourself aware of the submission requirements and call or visit staff for a pre-consultation to address any issues specific to your application that may arise and that need Council approval. You should also provide all of the information as quickly as you can.

7. Are inspections required?

The City does inspections at different points during construction depending on the complexity of the project. You will be advised at the time your application is processed what inspections will be performed on your project.

8. Why do I need a building permit?

A building permit is required so that the City can assess whether your development meets City Bylaws and regulations.

9. When do I need a building permit?

A building permit is required for the construction, renovation or demolition of any building or part thereof except for the following maintenance repairs and renovations to single family or duplex dwellings:

- a. replacement or repair of roofing
- b. replacement or repair of siding
- c. installation of storm windows, storm doors, eavestroughing and downspouts
- d. replacement or repair of surface flooring

- e. replacement or repair of interior surface finishes
- f. landscaping including paving
- g. replacement or repair of non-structural building elements where the value of the work is less than \$1,000

Contacts

General Inquiries.	432-1262	City of Summerside
Building Officer.	432-1261	Technical Services Department
City Planner.	432-1260	275 Fitzroy Street, 3 rd Floor
Director of Technical Services.	432-1258	Summerside, P.E.I. C1N 1H9
Via Fax.	436-3191	

