

Pre-Move and Post-Move Inspections (For Buildings Moved In)

A **Pre-Move** Inspection:

- Identifies what items need to be corrected in order to bring the building up to NBC minimum standards. Note that many existing homes do not meet Code.
 - According to *The Uniform Building and Accessibility Standards Act*, Section 7(1) states:
*Subject to subsections (2) and (3), the owner of each building in Saskatchewan shall ensure that the building is designed, constructed, erected, placed, altered, repaired, renovated, demolished, **relocated**, removed, used or occupied in accordance with the building standards.*
 - Once any structural change is made to a building (i.e. relocation) the building standards apply. The Pre-Move inspection identifies what these NBC requirements are so that the owner can make an informed decision before purchasing and/or moving the building.
 - The pre-move fee is a small price to pay if an owner learns that it will cost thousands (if not tens of thousands) of dollars in upgrades once moved in order to meet the minimum standards.
- Determines if the structural integrity of the building can withstand the move.
- Confirms if the building meets the bylaws of the municipality it is being moved to.
- Communicates to the municipality, through information and photos, so that Council can make an informed decision about approving or rejecting the building.

If it is a newer building that has already had NBC inspections done during the course of construction, then PBI may request and review the inspection reports. If it is a RTM or modular home that was constructed out of province or country, then a compliance certificate issue number (from CSA, Intertek, QAI or equivalent) is required indicating that the home was built to CSA-A277 standards.

If approved by Council, a building permit is required for the **Post-Move** inspections:

- **Plan Review** to ensure that the placement of the building on the property meets local building bylaws and NBC requirements. If a deck, attached garage and/or basement development is also being constructed with a dwelling, then a plan review for these projects will be done. These projects are included with the permit only if the plans are provided at the plan review stage. If not, then a separate building permit will need to be taken out for each project built at a later date.
- **Foundation** inspection prior to pouring the concrete foundation walls to ensure they comply with the site-specific, engineer stamped foundation designs (or prior to backfilling if it is a wood foundation.)
- **Anchoring** inspection prior to backfilling to check the anchoring of the building to the foundation.
- **Framing** inspection is required prior to insulating if there is an insulated attached garage or basement development.
- **Occupancy/Final** inspection prior to moving in or sleeping overnight. All NBC life safety items listed in the Pre-Move inspection report and/or Plan Review must be completed before moving in. If all interior and/or exterior work is not yet completed, then a **Final Re-Inspection** will be required in order to close the permit.

A **Pre-Move** inspection is done for a building that a person wants to move into a municipality from another location.

Step 1: Applicant contacts the municipality asking how to proceed with a building relocation.

Step 2: The municipal administrator tells the applicant they need a Pre-Move inspection and refers the applicant to Professional Building Inspections, Inc. (**Ph: 306-536-1799 or Toll free: 1-855-487-1799**). PBI fills out a Pre-Move Service Agreement and arranges for the inspection.

Step 3: PBI does an on-site inspection and report, which includes the following:

- the building details,
- work to be performed on the building before occupancy (NBC conditions),
- elevation (exterior photos) and interior photos,
- building permit requirements,
- required inspections, if approved by municipality,
- a summary stating if the building is structurally movable.

Note: This is billed by PBI directly to the applicant (\$480.00 + travel + GST).

Step 4: If the building is **rejected** by PBI, **then repeat Step 2** if the applicant finds another building. If the building is **approved structurally, then continue to Step 5**.

Step 5: The municipality approves or rejects the submission based on the inspector's report, which contains elevation and interior photos so that Council can see the appearance to help make a final decision. The municipality notifies the applicant of approval or rejection. If the building is **rejected, then repeat Step 2** if the applicant finds another building. If the building is **approved, then continue to Step 6**.

Step 6: The municipal administrator tells the applicant they will need to provide:

- two (or three) sets of site plans;
- two (or three) sets of engineer-stamped foundation designs showing the structural detail, as per PBI's report in Step 3;
- Loading on concrete telepost pads or piles;
- Wood and/or steel beam sizes; and
- Geo-technical report, if applicable.

Step 7: Once the applicant submits ALL required information in Step 6 to the municipality and pays the permit fee (per Schedule A: PBI post-move fee + municipal fee) then the municipal administrator completes the PBI Residential Permit Information Form and sends this form to PBI with the required information listed in Step 6.

Step 8: At this point the process is similar to a regular building permit submission. Four or five inspections are required for a Post-Move (building moved in):

1. **Plan Review** (to check the placement of the building on the new property, as per the bylaws, and any plans for a deck, attached garage or basement development, if included with the permit.)
2. **Foundation** inspection prior to pouring the concrete foundation (or backfilling, if wood fdn).
3. **Anchoring** inspection (for the anchoring of the building to the foundation.)
4. **Occupancy** inspection prior to occupancy (to ensure completion of the NBC conditions listed in the report provided in Step 3.)
5. Another inspection may be needed (a **Framing** inspection if an attached garage or basement development is added; a Final inspection if all exterior work is not completed prior to occupancy; a **Re-Inspection** of infractions, etc.) If another inspection is not required, it will not be charged.