

BYLAW 5777

A BYLAW OF THE CITY OF LETHBRIDGE
FOR THE PROVISION OF ELECTRICAL
PERMITS

WHEREAS the legislature of the Province of Alberta has passed the Safety Codes act, Revised Statutes of Alberta 2000, Chapter S-1, as amended;

AND WHEREAS the City of Lethbridge is an accredited municipality;

AND WHEREAS pursuant to Section 66(3) of the Safety Codes Act, the City of Lethbridge as an accredited municipality may make Bylaws:

- (a) respecting fees for anything issued or any material or service provided pursuant to this Act, and
- (b) respecting the carrying out of its powers and duties as an accredited municipality.

NOW THEREFORE, THE COUNCIL OF THE CITY OF LETHBRIDGE, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. This Bylaw shall be known as "The City of Lethbridge Electrical Permit Bylaw".
2. In this Bylaw:
 - (a) "ACT" means the Safety Codes Act, Statutes of Alberta, as amended.
 - (b) "ACCREDITED MUNICIPALITY" means a municipality that is designated as an accredited municipality pursuant to the Safety Codes Act
 - (c) "SAFETY CODES OFFICER" means an individual designated as a Safety Codes Officer pursuant to the Safety Codes Act.
 - (d) All definitions contained in the Safety Codes Act shall have a similar meaning when used in this Bylaw

3. It is the purpose of this Bylaw to stipulate the conditions, requirements and fees for permits for electrical installations within the City of Lethbridge.
4.
 - 1) Safety Codes Officers are hereby authorized and directed to enforce all provisions of this Bylaw.
 - 2) The Manager, Building Inspection Services shall keep an accurate account of all permits issued, and all fees collected and received under this Bylaw.
5.
 - 1) No person shall commence the installation of, or alteration or repair to, an electrical system, without first obtaining a permit from a Safety Codes Officer or a Permit Issuer to do so.
 - 2) A permit is not required for:
 - (a) electrical railways and motor car wiring, care houses and passenger and freight stations used in the operation of electric railways that are supplied with electric current from a railway power circuit;
 - (b) aircraft;
 - (c) recreational vehicles or mobile homes that are manufactured on a repetitive assembly line basis and that are approved by an acceptable certification agency;
 - (d) electrical installations related to an elevating device;
 - (e) extra low voltage, Class 2 electrical circuits unless they are safety control circuits or circuits installed in areas classified as hazardous in the Electrical Code;
 - (f) areas where the government of Canada has jurisdiction for the enforcement of electrical safety requirements; or
 - (g) electrical work performed in replacing fuses, receptacles, switches and utilization equipment with proper units of a similar type where the replacement can be made without other modifications to the electrical installation being required.
 - 3) No permit for electrical work shall be issued to any person other than a licensed electrical contractor or a homeowner.

- 4) Permits may be issued to electrical sign companies that are licensed by the City of Lethbridge to install electrical signs.
 - 5) Permits may be issued to communications contractors that are licensed by the City of Lethbridge to install communications systems.
 - 6) An Annual Maintenance Permit may be issued to a company employing a Journeyman Electrician who is engaged to do electrical maintenance work at their site.
 - 7) Notwithstanding the foregoing, nothing in this Bylaw shall prohibit any person from obtaining a permit to personally carry out any electrical work within the single-family residence in which they reside or will reside except for the wiring of the electrical service.
 - 8) The Safety Codes Officer may, at his discretion, issue a permit to a Journeyman Electrician or a specially qualified workman to carry out electrical work if in the opinion of the Safety Codes Officer, that person is competent.
 - 9) Except as otherwise provided for in this bylaw, no electrical work shall be done in the City of Lethbridge unless that work is done by a Journeyman Electrician, an Apprentice Electrician or a home owner as described in Clause 5.7.
 - 10) If, in the opinion of the Safety Codes Officer, the work of installing, repairing or altering any electrical machine, apparatus, equipment or appliance, requires the services of a specially qualified workman supplied by a manufacturer, dealer or distributor, of such machine, apparatus, equipment or appliance, then and in such case, the Safety Codes Officer may issue a permit for such work to be done by or under the supervision, direction and control of a specially qualified workman.
 - 11) If the proposed work complies with the provisions of the Canadian Electrical Code and this Bylaw, the Safety Codes Officer, or Permit Issuer, shall upon receipt of the proper fee, issue a permit for such work.
6. 1) Every application for a permit shall:
- (a) be made in the form prescribed by the authority having jurisdiction;
 - (b) include sufficient copies, as requested, of the specifications

and scale drawings showing the work that is to be carried out;

- (c) contain any and all other information necessary as required by a Safety Codes Officer.
7.
 - 1) Plans and specifications with such copies as may be required by the Safety Codes Officer shall be submitted by the owner or his agent.
 - 2) Plans and specifications shall be of sufficient clarity to indicate the nature and extent of the work.
 - 3) Each set of plans shall state the building address, the name and address of the owner of the building, the name and address of the person who prepared the plans and, when an agent represents the owner, the name and address of the agent.
 - 4) Each set of plans shall include a site plan showing the actual dimensions of the lot or property and the location of the proposed work in relation to the lot or property lines.
 8.
 - 1) Plans, which have been submitted for examination for which no permit is issued, and on which the owner takes no action for ninety (90) days, may be destroyed.
 - 2) The issuance of a permit or an examination of plans and specifications shall not be construed to be a permit for, or approval of, a contravention of any provision of the Act. This Bylaw shall not be construed to relieve or lessen the responsibility of any person, firm or corporation, owning, operating, controlling, installing or using any electrical equipment, for damage or injury to life and/or property, nor shall the City of Lethbridge, or persons employed thereby be held as assuming any such liability by reason of the inspection authorized therein or approved hereunder.
 - 3) The issuance of a permit based upon plans and specifications shall not prevent a Safety Codes Officer from thereafter requiring the correction of work being carried out thereunder when a contravention of any provision of the Act or of this Bylaw takes place.
 - 4) Every permit issued by a Safety Codes Officer shall expire and become null and void if the work authorized by the permit is not commenced within ninety (90) days from the date of issuance of the permit, or if the work authorized by the permit is suspended or abandoned for a period of one hundred and twenty (120) days at any time after the work is commenced.

- 5) If it appears to a Safety Codes Officer that special circumstances exist, he may extend the period of validity of the electrical permit when a written request with a satisfactory explanation is submitted, along with the prescribed fee.
 - 6) A permit shall not be transferable and shall be valid only in respect to the premises designated at the time of application for the permit.
 - 7) Emergency electrical work after hours may proceed without first obtaining a permit, however permits must be applied for on the first working day following.
 - 8) A Safety Codes Officer may refuse to issue further permits to a licensee who, after having received due notice in writing, fails to complete properly, the work covered by any permit previously issued to the licensee.
 - 9) A Safety Codes Officer may refuse to issue further permits to a person who fails to obtain a permit for previous work, until such permit has been obtained by that person.
 - 10) A Safety Codes Officer may refuse to issue any further permits to a person who is in default of payment of any inspection fees, until such person pays the amount owing.
 - 11) At the discretion of a Safety Codes Officer, a separate permit shall be required for each class of work and installations supplied by different service wires or different main entrance switches.
9. 1) Notwithstanding any other provision contained in this Bylaw, a Safety Codes Officer, upon receiving an application for a permit required by this Bylaw, may grant permission for the applicant to carry out preparatory operations before plans are thoroughly examined and approved and before a permit is issued.
- 2) Notwithstanding permission by a Safety Codes Officer to allow preparatory operations to be carried out before a permit is issued, the applicant:
- (a) shall not, in carrying out the preparatory work, contravene any provision of this Bylaw, or any other Bylaw of the City, or of the Act.
 - (b) Shall not proceed beyond the stage of the operations indicated by the Safety Codes Officer; and

- (c) Shall be solely liable for all loss or expense incurred by him/her in the event that subsequent examination of the plans and application indicates that the installation may not, in fact, be completed as shown.
- 10. 1) No person shall, without prior written consent, of a Safety Codes Officer:
 - (a) perform any work differing from that for which a permit has been issued pursuant to this Bylaw or for which temporary permission has been given pursuant to Section 9; or
 - (b) breach of any of the conditions upon which the permit is issued.
- 11. No person shall impede, obstruct or interfere with a Safety Codes Officer, or other person acting in aid of such Safety Codes Officer, in the discharge of his duties under the provisions of this Bylaw.
- 12. A Safety Codes Officer may by notice, in writing, suspend or revoke a permit, if the permit has been issued:
 - 1) in error; or
 - 2) on the basis of incorrect information supplied; or
 - 3) in contravention of any provision of the Act or of this Bylaw.
- 13. Persons desiring to have electrical work inspected, shall give not less than one working day (24 hours) notice, to the Building Inspection Services department.
- 14. 1) The fee for each permit shall be paid or placed on account at the time of application.
 - 2) A Safety Codes Officer may place a value on the cost of the work for the purpose of determining the permit fee. In determining such fee, a Safety Codes Officer may require an applicant to submit an executed contract or bona fide estimate of the cost of the work when submitting the application. The valuation is to include all labour and materials for the electrical installation.
 - 3) If any work has been started prior to the issuance of a permit, the permit fee shall be double the fee shown in Schedule A, the electrical permit fee schedule.

SCHEDULE A

- 1) The minimum fee for permits for all electrical installations shall be \$55.00 which will be non-refundable and non-transferable.
- 2) The permit fee for a single family dwelling and for each suite in a duplex, tri-plex, four-plex or a row house, shall be:

(Area to include all finished floor levels)

(a)	Contractors		
	Under 200 m ²	=	\$150.00
	200 m ² and over	=	\$250.00
(b)	Home Owner		
	Under 200 m ²	=	\$187.50
	200 m ² and over	=	\$312.50
(c)	Renovations, additions, basement development and carports/garages	=	\$ 55.00

- 3) Apartment, commercial, institutional and industrial fees shall be calculated on the total cost of the installation and shall be:

(Installation Cost)

(a)	Installation Cost - \$0 - \$1,000	=	\$ 55.00
(b)	Installation Cost \$1,001 - \$10,000	=	\$ 55.00+ (4% of cost exceeding \$1,000)
(c)	Installation Cost \$10,001-\$1,000,000	=	\$410.00+ (2% of cost Exceeding \$10,000)
(d)	Installation Cost – exceeding \$1,000,000	=	\$20,210.00+ (0.25% of Cost that exceed \$1,000,000)

- 4) An annual maintenance permit may be issued to an establishment having qualified electrical Maintenance staff at a rate of: = \$300.00/year
- (a) An Annual Maintenance Permit does not entitle the owner to effect major electrical alterations in or additions to the establishment.
- (b) The holder of an Annual Maintenance Permit shall maintain a current and accurate record of all minor repairs, dating back two years from the present and shall make it available to the Safety Codes Officer upon request.
- 5) Electrical Sign fee (connection only) = \$ 55.00
- 6) Amusement Ride/Concessions Inspection fee = \$ 150.00/hr.
- 7) Additional inspection fee shall apply Based on the following: = \$ 150.00
- (a) An additional inspection trip is required by reason of a deficiency in the installation.
- (b) An incorrect address has been supplied.
- (c) An installation is not ready for inspection, and/or
- (d) An installation is not accessible to Safety Codes Officer.
- 8) Hourly billing for a plan review or request for Inspections not otherwise covered = \$ 150.00/hr.
- 9) Outstanding deficiencies based by a Safety Codes Officers' Inspection Report, which have not been Corrected for a period exceeding thirty (30) days = \$ 50.00/mo.
- 10) Communication systems and building control systems and sign installation permit fees shall be based on the commercial, institutional and industrial rates.
- 11) all permit fees shall be based on the contract price and shall include all material and labour costs except:
- (a) the cost in excess of \$5,000.00 for each factory assembled switch gear, transformer, generator or computer equipment.

15. The person applying for a permit to do electrical work shall pay the fees applicable to the class of work in respect to which the permit is issued.
16. Any person who obtains a permit pursuant to this Bylaw and is subsequently unable to do the work set out and who has not started the work, may for a period of ninety (90) days from the date of the permit issuance, request, in writing, that the permit be cancelled. Should the permit be cancelled, a refund of One-Half (1/2) of the permit fee shall be made. No refund will be given on permit fees less than \$100.00. On fees greater than \$100.00, a minimum amount of \$100.00 DOLLARS will be retained. In no case shall an amount in excess of FIVE HUNDRED (\$500.00) DOLLARS be retained when a permit has been cancelled.
17. The Safety Codes Officer reserves the right to request disconnection of the supply of electrical energy for the following reasons:
 - 1) Non-compliance with any of the provisions of this bylaw, with particular attention to improper or defective wiring conditions.
18. The licensing of electrical contractors and associated fees are to be in conformance with the City of Lethbridge License bylaw No. 3998.
19.
 - 1) A Master Electrician may allow the use of his/her certification by his employer, in order to obtain electrical permits, while actively employed by that person or corporation.
 - 2) To obtain an electrical contractors business license, a Master Electrician who is actively engaged in the day to day operations of the business is required.
20. The Electrical Safety Codes Officer is hereby empowered to inspect and re-inspect all overhead, underground and interior wiring and apparatus conducting electric current for light, heat or power, or any other purpose, installed under the provisions of Part 1 of the Canadian Electrical Code within the City limits, irrespective of ownership.

When conductors or apparatus are found to be in an unsafe condition, or otherwise contrary to the provisions of the Canadian Electric Code and/or of this bylaw, the Safety Codes Officer shall notify, in writing, the person or persons owning, using or operating those unsafe conductors or apparatus, to place the same in a safe and secure condition immediately, or within a time frame determined by the Safety Codes Officer.

Any person failing or refusing to repair, change or remove the hazard after receipt of such notice shall be liable to the penalty provided in this Bylaw.

21. Any person or corporation guilty of an infraction or breach of any of the provisions of this Bylaw shall, upon conviction, be liable to a fine not exceeding TEN THOUSAND (\$10,000.00) DOLLARS.
23. It is the intention of City Council that each separate provision of this bylaw shall be deemed independent of all other provisions herein and it is further the intention of City Council that if any provisions of this Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.
23. Bylaw 5362 is hereby repealed.
24. This Bylaw shall come into full force and effect on the 1st day of January, 2013.

READ A FIRST TIME this 13 day of NOVEMBER, 2012



 MAYOR




 AT CITY CLERK

READ A SECOND TIME this 26th day of November, 2012



 MAYOR



 CITY CLERK

READ A THIRD TIME this 26th day of November, 2012



 MAYOR



 CITY CLERK