

# Notice of Intent to Build

## The District

### OWNER INFORMATION

Owner name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

### BUILDING LOCATION

Legal land description of where building will be located:

Lot: \_\_\_\_ Block: \_\_\_\_ Plan: \_\_\_\_\_ Community: \_\_\_\_\_

Tax roll number (if known): \_\_\_\_\_

### BEFORE STARTING WORK

Clause 7(2)(a) of *The Construction Codes Act* requires the owner of a building to be constructed/added onto to notify the municipality of the following information before starting work:

1. Anticipated construction start date: \_\_\_\_\_

2. Contractor name: \_\_\_\_\_

3. Designer/architect: \_\_\_\_\_

4. Person or firm reviewing the work to determine whether or not the construction conforms to the design: \_\_\_\_\_

5. Any inspection or testing agency that is engaged to monitor the work: \_\_\_\_\_

I certify that the information provided in this form is complete, true and correct to the best of my knowledge:

\_\_\_\_\_  
Owner name (print)  
(company name *and* representative  
name, if applicable)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Submit information to:**  
Northern Municipal Services  
Email: [NSADinfo@gov.sk.ca](mailto:NSADinfo@gov.sk.ca)  
Box 113, 1328 La Ronge Ave.  
La Ronge, SK. S0J 1L0

## OTHER INFORMATION

Please notify Northern Municipal Services at the address above when any of the following apply:

### 1. During the course of construction:

- a) The start of excavation.
- b) When the foundation will be placed.
- c) When the structure will be placed on the foundation.
- d) Work required by orders from the building official or local authority.
- e) Any intent to enclose that requires prior inspection.
- f) Any proposed changes to plans approved and permitted by the municipality.
- g) Any construction that changed from the plans approved and permitted by the municipality.
- h) Any change in, or termination of, the employment of a person or firm listed you listed in the Notice of Intent to Build.
- i) Any change in ownership or change in address of the owner.
- j) Owner's intention to occupy a portion of the building if the building is to be occupied in stages.

Reference: subsections 7(1,3) of *The Construction Codes Act*.

### 2. Serious injury or loss of life:

A written report must be submitted of the occurrence of the following that causes or has the potential to cause serious injury or loss of life:

- a) structural failure of the building or part of the building.
- b) failure of any equipment, device or appliance that is regulated by *The Construction Codes Act* or the regulations.

The report must be submitted within 15 days after the occurrence of the failure and include:

- c) the name and address of the owner.
- d) the address or location of the building involved in the failure.
- e) the name and address of the constructor of the building.
- f) the nature of the failure.

Reference: subsections 7(5-6) of *The Construction Codes Act*.