

R C INSPECTION SERVICES- (306) 728-7692

Pre-Move Inspection Process

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 that they need a Pre-Move Inspection and refers the applicant to R C INSPECTION SERVICES. We will travel to the location of the building wished to be moved.

Step 3: R C does an onsite 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.

This is billed by RC directly to the applicant.

Step 4: If the building is **rejected** by R C, 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 the municipality 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 sets of site plans;
- two sets of engineer-stamped foundation designs showing the structural detail, as per R C 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 and then the municipal administrator completes the Residential Permit Information Form and mails this form with the required information to R C.

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

1. **Pre backfill**
2. **Final** inspection prior to occupancy that would entail completion of the National Building Code conditions listed in the report provided in Step 3.