

**A BYLAW RESPECTING BUILDINGS**

The Council of the Rural Municipality of Three Lakes No. 400 in the Province of Saskatchewan enacts as follows:

**SHORT TITLE**

1. This bylaw may be cited as the Building Bylaw.

**INTERPRETATION/LEGISLATION**

2. (1) Act means *The Uniform Building and Accessibility Standards Act* being Chapter U-1.2 of the Statutes of Saskatchewan, 1983-84 and amendments.
- (2) Administrative Requirements means *The Administrative Requirements for Use with The National Building Code*.
- (3) Authorized representative means a building official appointed by the council pursuant to subsection 5(4) of the Act or the municipal official.
- (4) Regulations means regulations made pursuant to the Act.
- (5) Definitions contained in the Act and Regulations shall apply in this bylaw.
- (6) Council means the council of The Rural Municipality of Three Lakes No. 400.
- (7) Code means The National Building Code of Canada.
- (8) Minister means the minister of the provincial government department responsible for the Act.
- (9) Municipal Official means the Administrator of the Municipality or his or her delegate.
- (10) Municipality means the Rural Municipality of Three Lakes No. 400

**SCOPE OF THE BYLAW**

3. (1) This bylaw applies to matters governed by the Act and the Regulations, including the *National Building Code of Canada*, and the Administrative Requirements.
- (2) Notwithstanding subsection (1), references and requirements in the Administrative Requirements respecting matters regulated by the Act and Regulations shall not apply.
- (3) Notwithstanding subsection (1), references and requirements in the Administrative Requirements respecting occupancy permits shall not apply except as and when required by the local authority or its authorized representative.

**GENERAL**

4. (1) A permit is required whenever work regulated by the Act and Regulations is to be undertaken except for buildings used as farm buildings as defined in the act.
- (2) No owner or owner's agent shall work or authorize work or allow work to proceed on a project for which a permit is required unless a valid permit exists for the work to be done.

- (3) The granting of any permit that is authorized by this bylaw shall not:
- (a) entitle the grantee, his successor or assigns, or anyone on his behalf to erect any building that fails to comply with the requirements of any building restriction agreement, bylaw, act and/or regulation affecting the site described in the permit, or
  - (b) make either the council or its authorized representative liable for damages or otherwise by reason of the fact that a building, the construction, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use or occupancy of which has been authorized by permit, does not comply with the requirements of any building restriction agreement, bylaw, act and/or regulation affecting the site described in the permit.

## **BUILDING PERMITS**

5. (1) Every application for a permit to construct, erect, place, alter, repair, renovate or reconstruct a building shall be in Form A, and shall be accompanied by two sets of the plans and specifications of the proposed building, except that when authorized by the council or its authorized representative plans and/or specifications need not be submitted.
- (2) If the work described in an application for building permit, to the best of the knowledge of the council or its authorized representative, complies with the requirements of this bylaw, the municipality, upon receipt of the prescribed fee, shall issue a permit in Form B and return one set of submitted plans to the applicant.
- (3) The council may, at its discretion, call for a plan review, inspection and/or other services for the purpose of enforcement of the Act and Regulations provided by building officials designated by the minister to assist the municipality pursuant to subsection 4(4) of the Act, or provided by a person, firm or corporation employed under contract to the municipality pursuant to Section 5 of the Act.
- (4) The permit fee for construction, erection, placement, alteration, repair, renovation or reconstruction of a building shall be based on the following fee schedule.

### **Building Permit Fee Schedule**

Basic Permit Charge is \$30.00; Plus the actual cost, including time and mileage, of an on-site inspections or plan reviews which may be required by this Bylaw or by Council at its discretion.

- (5) The Council may estimate the value of construction for the work described in an application for building permit, for the purpose of evaluating a permit fee, based on established construction costs, owner's statement of costs or constructor's contract values, or similar methods selected by the Council.
- (6) Approval in writing from the Council or its authorized representative is required for any deviation, omission or revision to work for which a permit has been issued under this section.
- (7) All permits issued under this section expire as follows:
- (a) one year from date of issue if work is not commenced within that period, or
  - (b) if work is suspended for a period of one year without the prior written authority of the Council or its authorized representative.
- (8) The Council may, at its discretion, rebate a portion of a permit fee where work is reduced in scope or discontinued, or where other exceptional circumstances occur.

## **MOVING BUILDINGS IN THIS MUNICIPALITY**

6. (1) No Person shall move, or cause to be moved, a building, other than buildings intended to be used as a farm building, as they are defined in the Act, to a site in this Municipality without a permit to do so issued

by Council or its authorized representative.

- (2) The permit application in Form A shall be deposited with the municipal administrator at least 10 days prior to the Council meeting scheduled to consider the application to allow time for a prior on-site inspection of the building, should one be required.
- (3) The permit application shall include photographs of all sides of the building to be moved.
- (4) All provisions of Section 5 of this Bylaw shall apply to permits for moving of buildings.
- (5) The Council may, at its discretion, prior to issuing a permit to allow a building to be moved into the Municipality:
  - (a) order the building be inspected by someone appointed pursuant to Section 5 of the Act,
  - (b) obtain an agreement from the applicant which will bind the applicant to make improvements to that building as directed by Council.

### **DEMOLITION OR REMOVAL PERMITS**

7. (1) No person shall demolish or remove a building from within the Municipality other than a farm building, as defined by the act, without a permit in Form C issued by Council or its authorized representative.
- (2) The permit fee for demolition or removal of a building shall be based on the following fee schedule:

#### **Building Demolition or Removal Fee Schedule**

The basic fee is \$30.00; Plus an additional refundable deposit in an amount estimated by Council or its authorized representative to be sufficient to cover the cost of restoring the site after the building has been demolished or removed to such condition that it is, in the opinion of the Council or its authorized representative, not dangerous to public safety. If the applicant who demolishes or removes the building restores the site to a condition satisfactory to the Council or its authorized representative, the deposit, or portion thereof, will be refunded.

- (3) Where a building is to be demolished or removed and the Council or its authorized representative is satisfied that there are no debts or taxes due to the Municipality with respect to the building or land on which the building is situated, the Municipality shall, upon receipt of the fee and prescribed refundable deposit, issue a permit for the work in Form D.
- (4) All permits issued under this section expire six months from the date of issue except that a permit may be renewed for six months upon written application to the Municipality.

### **ENFORCEMENT OF BYLAW**

8. (1) If any building or part thereof or addition thereto is constructed, erected, placed, altered, repaired, renovated or reconstructed in contravention of any provision of this bylaw, the Council or its authorized representative may take any measures as permitted by Part V of the Act for the purpose of ensuring compliance with this bylaw including, but not limited to:
  - (a) entering a building,
  - (b) ordering production of documents, tests, certificates, etc. relating to a building,
  - (c) taking material samples,
  - (d) issuing notices to owners that order actions within a prescribed time,
  - (e) eliminating unsafe conditions,

(f) completing actions, upon an owner's non-compliance with an order, and adding the expenses incurred to the tax payable on the property, and

(g) obtaining restraining orders.

(2) If any building, or part thereof, is in an unsafe condition due to its faulty construction, dilapidated state, abandonment, open or unguarded condition or any other reason, the Council or its authorized representative may take any measures allowed by subsection (1) to protect the public.

(3) The owner of a building for which a permit has been issued or for which actions are being taken in compliance with an order shall give notice of the following events in writing to the municipality as required in Section 17.2 of the Act including, but not limited to:

(a) the start, progress and completion of construction,

(b) any change in ownership prior to completion of construction, and

(c) any intended partial occupancy prior to completion of construction.

**SPECIAL CONDITIONS**

9. (1) Notwithstanding the requirements of the Regulations, the Council may, at its discretion, direct that an architect or professional engineer registered in the province of Saskatchewan shall be engaged and paid for by the owner for assessment of design and inspection of construction or certification of a building or part of a building where required by the Council or its authorized representative.

(2) An up-to-date plan or survey of the site described in a permit or permit application prepared by a registered land surveyor shall be submitted by the owner where required by the Council or its authorized representative.

(3) It shall be the responsibility of the owner to ensure that any change in property lines and/or change in ground elevations will not bring the building or an adjacent building into contravention of this bylaw.

(4) It shall be the responsibility of the owner to arrange for all permits, inspections and certificates required by other applicable bylaws, acts and regulations.

**PENALTY**

10. (1) Any person who contravenes any of the provisions of this bylaw shall be liable to the penalties provided in Section 22 of the Act.

(2) Conviction of a person or corporation for breach of any provision of this bylaw shall not relieve him from compliance therewith.

Enacted pursuant to Section 14 of  
*The Uniform Building and Accessibility  
Standards Act*

(SEAL)

Certified a true copy of bylaw number \_\_\_\_\_  
adopted by resolution on the \_\_\_\_\_  
day of \_\_\_\_\_, 20 \_\_\_\_\_

( S E A L )

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
ADMINISTRATOR

\_\_\_\_\_  
ADMINISTRATOR

THE RURAL MUNICIPALITY OF THREE LAKES NO. 400 , Saskatchewan

APPLICATION FOR BUILDING PERMIT

I hereby make application for a permit to \_\_\_ construct \_\_\_ erect \_\_\_ place \_\_\_ alter \_\_\_ repair \_\_\_ renovate \_\_\_ reconstruct a building according to the information below and to the plans and documents attached to this application.

Civic address or location of work \_\_\_\_\_

Legal description  Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

Owner \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_

Designer \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_

Contractor \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_

Nature of work \_\_\_\_\_

Intended use of building \_\_\_\_\_

Size of building \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_

Number of storeys \_\_\_\_\_ Fire escapes \_\_\_\_\_

Number of stairways \_\_\_\_\_ Width of stairways \_\_\_\_\_

Number of exits \_\_\_\_\_ Width of exits \_\_\_\_\_

Foundation Soil Classification and Type \_\_\_\_\_

Footings \_\_\_\_\_ Material \_\_\_\_\_ Size \_\_\_\_\_

Foundations \_\_\_\_\_ Material \_\_\_\_\_ Size \_\_\_\_\_

Exterior Walls \_\_\_\_\_ Material \_\_\_\_\_ Size \_\_\_\_\_

Roof \_\_\_\_\_ Material \_\_\_\_\_ Size \_\_\_\_\_

Studs \_\_\_\_\_ Material \_\_\_\_\_ Spacing \_\_\_\_\_

Floor Joists \_\_\_\_\_ Material \_\_\_\_\_ Spacing \_\_\_\_\_

Girders \_\_\_\_\_ Material \_\_\_\_\_ Spacing \_\_\_\_\_

Rafters \_\_\_\_\_ Material \_\_\_\_\_ Spacing \_\_\_\_\_

Chimneys \_\_\_\_\_ Number \_\_\_\_\_ Size \_\_\_\_\_

\_\_\_\_\_ Material \_\_\_\_\_ Thickness \_\_\_\_\_

Heating \_\_\_\_\_ Lighting \_\_\_\_\_ Plumbing \_\_\_\_\_

Estimated value of construction (excluding site) \$ \_\_\_\_\_

Building area (area of largest storey) \_\_\_\_\_ square metres

Fee for building permit \$ 30.00

I hereby agree to comply with the Building Bylaw of the municipality and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw of the municipality and with any other applicable bylaws, acts and regulations regardless of any plan review or inspections that may or may not be carried out by the Council or its authorized representative.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of Owner or Owners Agent

\_\_\_\_\_ Printed name of Owner or Owners Agent



THE RURAL MUNICIPALITY OF THREE LAKES NO. 400, Saskatchewan

APPLICATION FOR A PERMIT TO DEMOLISH OR MOVE A BUILDING

I hereby make application for a permit to demolish a building now situated on

Civic address or location \_\_\_\_\_  
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

The demolition will commence on \_\_\_\_\_, 20\_\_\_\_\_.  
and will be completed on \_\_\_\_\_, 20\_\_\_\_\_.

OR

I hereby make application for a permit to move a building now situated on

Civic address or location \_\_\_\_\_  
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

to Civic address or location \_\_\_\_\_  
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

or Out of the municipality \_\_\_\_\_

The building has the following dimensions: length \_\_\_\_\_ width \_\_\_\_\_ height \_\_\_\_\_  
The building mover will be \_\_\_\_\_  
and the date of the move will be \_\_\_\_\_, 20\_\_\_\_\_.

The building will be moved over the following route: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The site work (filling, final grading, landscaping, etc.) which will be done after removal of the building includes \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I hereby agree to comply with the Building Bylaw of the municipality and to be responsible and pay for any damage done to any property as a result of the demolition or moving of the said building, and to deposit such sum as may be required by the Building Bylaw. I acknowledge that it is my responsibility to ensure compliance with any other applicable bylaws, acts and regulations, and to obtain all required permits and approvals prior to demolishing or moving the building.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner or Owners Agent

THE RURAL MUNICIPALITY OF THREE LAKES NO. 400 , Saskatchewan

DEMOLITION OR MOVING PERMIT # \_\_\_\_\_

Permission is hereby granted to \_\_\_\_\_ to

\_\_\_\_\_ Demolish                      OR                      \_\_\_\_\_ Move

a building now situated on

Civic address or location \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

to Civic address or location \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

or Out of the municipality \_\_\_\_\_

in accordance with the application dated \_\_\_\_\_ , 20 \_\_\_\_\_. **This permit expires six months from the date of issue.**

This permit is issued subject to the following conditions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any deviation, omission or revision to the approved application requires approval of the Council or its authorized representative.

Permit fee \$ \_\_\_\_\_

Deposit fee \$ \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized Representative