

BUILDING BYLAW

BYLAW NO. 2019-02

A BYLAW RESPECTING BUILDINGS

The Rural Municipality of Laird No. 404 in the Province of Saskatchewan enacts as follows:

SHORT TITLE

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

INTERPRETATION/LEGISLATION

2.
 - a. Act” means *The Uniform Building and Accessibility Standards Act* being Chapter U-1.2 of the Statutes of Saskatchewan, 1983-84 and amendments.
 - b. Administrative Requirements” means *The Administrative Requirements for Use With the National Building Code of Canada*.
 - c. Authorized representative” means a building official appointed by the local authority pursuant to subsection 5(4) of the Act or the municipal official.
 - d. Local authority” means the Rural Municipality of Laird No. 404.
 - e. Regulations” means regulations made pursuant to the Act.
 - f. Value of construction” means the total costs to the owner for the building construction in its completed form and includes the cost of design, all building work, materials of construction, building systems, labour and profit of the contractor and subcontractors.
 - g. Work” means any construction, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use, occupancy or change of occupancy of a building.
 - h. Definitions contained in the Act and Regulations shall apply in this bylaw.

SCOPE OF THE BYLAW

3.
 - a. This bylaw applies to matters governed by the Act and the Regulations, including the *National Building Code of Canada*, and the Administrative Requirements.
 - b. Notwithstanding subsection (1), references and requirements in the Administrative Requirements respecting matters regulated by the Act and Regulations shall not apply.
 - c. 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.
 - d. In addition to the requirements for garages attached to dwelling units within the National Building code, attached garages are required to have a 45-minute fire separation between the garage and the dwelling unit including the attic space of the dwelling unit as defined under The National Building Code of Canada.
 - e. Notwithstanding the exemption for farm buildings, this bylaw regulates all residential occupancies, dwelling units, and houses situated on farm land.
 - f. An accessory building not greater than 10 m² (108 ft²) is exempt from this bylaw provided it does not create a hazard.

GENERAL

4.
 - a. A permit is required whenever work regulated by the Act and Regulations is to be undertaken.
 - b. 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.
 - c. The granting of any permit that is authorized by this bylaw shall not:
 - i. entitles 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
 - ii. make either the local authority 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.
 - a. Every application for a permit to construct, erect, place, alter, repair, renovate or reconstruct a building shall be in a form provided by the local authority Form A, and shall be accompanied by two sets of the plans and specifications of the proposed building, except that when authorized by the local authority or its authorized representative plans and/or specifications need not be submitted.
 - b. A Licensed Building Official may require submission of an up to date plan or survey prepared either before construction begins or upon completion of work by a registered land surveyor, as a condition of permit approval.
 - c. If the work described in an application for building permit, to the best of the knowledge of the local authority or its authorized representative, complies with the requirements of this bylaw, the local authority, upon receipt of the prescribed fee, shall issue a permit in a form provided by the local authority and return one set of submitted plans to the applicant.
 - d. The local authority may, at its discretion, have plan review, inspection and other services for the purpose of enforcement of the Act and Regulations provided by building officials designated by the minister to assist the local authority pursuant to subsection 4(4) of the Act.
 - e. The local authority may, at its discretion, have plan review, inspection and other services provided by a person, firm or corporation employed under contract to the local authority.

BUILDING PERMIT FEE SCHEDULE

6. The permit fee for construction, erection, placement, alteration, repair, renovation or reconstruction of a building shall be based on the **Fee Schedule A with an additional 20% RM Administration fee of permit** hereto attached to this bylaw.
 - a. In addition, the applicant shall deposit \$1,000.00 with the local authority as a Performance Bond.
 - b. If the applicant completed the work as authorized by the Building Permit is issued a Certificate of Completion by the local authority or its authorized representative with the time limits as stated, the sum deposited shall be refunded.
7. The local authority 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 local authority.
8. Approval in writing from the local authority or its authorized representative is required for any deviation, omission or revision to work for which a permit has been issued under this section.
9. All permits issued under this section expire
 - a. Twelve (12) months from date of issue; or
 - b. Six (6) months from date of issue if work is not commenced within that period, or
 - c. If work is suspended for a period of six months, or
 - d. If work is suspended for a period of longer than six (6) months by prior written agreement of the local authority or its authorized representative.
10. Where a permit has expired as per subsection 5(9), the owner shall make application for the renewal of the permit to the local authority. Approval of such renewal will be at the discretion of the local authority and subject to any conditions necessary including a minimum renewal fee of \$100.00.
11. Where it is determined that work has commenced for which a permit has not been issued, the permit fees will be doubled.
12. The local authority 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.

DEMOLITION OR REMOVAL PERMITS

13. The fee for a permit to demolish or remove a building shall be \$25.00.
14.
 - a. In addition, the applicant shall deposit \$500.00 with the local authority to ensure the site is restored, after the building has been demolished or removed to such condition that it is, in the opinion of the local authority or its authorized representative, not dangerous to public safety.
 - b. If the applicant who demolishes or removes the building restores the site to a condition satisfactory to the local authority or its authorized representative, the sum deposited, or portion thereof, shall be refunded.

- c. Every application for a permit to demolish or remove a building shall be in a form provided by the local authority.
15. Where a building is to be demolished and the local authority or its authorized representative is satisfied that there are no debts or taxes in arrears or taxes outstanding with respect to the building or land on which the building is situated, the local authority, upon receipt of the fee and deposit prescribed, shall issue a permit for the demolition in a form provided by the local authority.
 16. Where a building is to be removed from the local authority, and the local authority or its authorized representative is satisfied that there are no debts or taxes in arrears or taxes outstanding with respect to the building or land on which the building is situated, the local authority, upon receipt of the fee and deposit prescribed, shall issue a permit for the removal in a form provided by the local authority.
 17.
 - a. Where a building is to be removed from its site and set upon another site in the local authority, and the local authority or its authorized representative is satisfied that there are no debts or taxes in arrears or taxes outstanding with respect to the building or land on which the building is situated, and the building when placed on its new site and completed, to the best of the knowledge of the local authority or its authorized representative, will conform with the requirements of this bylaw, the local authority, upon receipt of the fee and deposit prescribed, shall issue a permit for the removal in a form provided by the local authority.
 - b. In addition, the local authority, upon receipt of the fee prescribed in Section 5(5), shall issue a permit for the placement of the building in a form provided by the local authority.
 18. 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 local authority.

ENFORCEMENT OF BYLAW

19. 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 local authority 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,
 - f. eliminating unsafe conditions,
 - g. completing actions, upon an owner's non-compliance with an order, and adding the expenses incurred to the tax payable on the property and,
 - h. obtaining restraining orders.
20. 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 local authority or its authorized representative may take any measures allowed by subsection (1).
21. 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 in writing to the local authority as required in Section 17.2 of the Act including, but not limited to:
 - a. on start, progress and completion of construction,
 - b. of change in ownership prior to completion of construction, and
 - c. of intended partial occupancy prior to completion of construction.

SUPPLEMENTAL BUILDING STANDARDS

22. Every application for a permit to construct, erect, place, alter, repair, renovate or reconstruct a building, where the design falls into subsection 8(2) of *The Uniform Building and Accessibility Standards Regulations*, must be accompanied with a "Commitment for Field Review letter completed by a design profession and detailing their scope of work. The design professional must also provide a "Letter of Assurance" upon completion of the project and prior to the building being occupied.

SPECIAL CONDITIONS

- 23. a. Notwithstanding the requirements of the Regulations, an architect or professional engineer registered in the province of Saskatchewan shall be engaged 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 local authority or its authorized representative.
- b. 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 local authority or its authorized representative.
- c. It shall be the responsibility of the owner to ensure that change in property lines and/or change in ground elevations will not bring the building or an adjacent building into contravention of this bylaw.
- d. 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

- 24. a. Any person who contravenes any of the provisions of this bylaw shall be liable to the penalties provided in Section 22 of the Act.
- b. Conviction of a person or corporation for breach of any provision of this bylaw shall not relieve him from compliance therewith.

REPEALED

25. Bylaw No. 8-2005 is hereby Repealed.

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

Rural Municipality of Laird No. 404

Reeve

(Seal)

Administrator

Certified a true and accurate
copy of Bylaw No. 02-2019
passed by Council this _____ day of
_____, 20_____.

Administrator

Fee Schedule "A" to Bylaw 2019-02
RM of Laird No. 404
Rates Effective January 1, 2015

Inspection Fees & Charges

Residential: Wagner Inspection Services (WIS) charges an inspection fee of \$960.00 for a five-part inspection program (first part consists of two billing units for the Plan Review (Drawing) and then one billing unit each for four on-site inspections) for all new residential buildings that are one- or two-family dwellings and do not exceed 139 m² of developed living space. Dwellings greater than 139m² of developed living space (m² includes walk-outs and finished basements) are charged \$160.00 per each additional 50 m² or part thereof. The fees for other residential building projects are listed below.

Commercial: All non-residential buildings, residential buildings that are not one- or two-family dwellings, and single dwellings with a footprint larger than 600 m², will be charged at \$5.00 per \$1,000.00 construction cost (although minimum fees do apply). The number of inspections required is dependent upon the size, usage (restaurant, school, etc.) and method of construction (prefab, wood, concrete block, etc.) WIS would assess the number of inspections required at the time of the plan review prior to issuance of a permit. This number is typically is between 5 and 15 inspections, except for larger projects. This fee/\$1,000.00 may be reduced for projects over 20 million dollars (please inquire, if applicable.)

One residential billing Unit = \$160.00

1. Residential Dwellings:	<u>Inspections</u>	<u>PBI Fee</u>
a. Developed living space (up to 139 m ²) (6 units)	2dwg, fndn, frame, other, occup.	\$960.00
b. Undeveloped basement		included
c. Attached garage		included
d. Deck (if completed when the home is completed)		included
e. Additional fee per each 50 m ² of developed living space (incl. basement development)		\$160.00
*Post-Move (up to 139 m ²) 5 units (items b-e above apply) – framing included, if req'd. Only 4 units if no deck/att garage/bsmt dev.	2dwg, fndn, anchor, occup.	\$800.00
Mobile Home (3 units)	dwg, anchor, occup.	\$480.00
2. Residential Building Projects:		
a. Addition (4 units)	dwg, fndn, frame, final	\$640.00
b. Attached Garage-insulated-3 units	½ dwg, fndn, frame, ½ final	\$480.00
c. Attached Garage-not insulated-2 units	½ dwg, fndn, ½ final	\$320.00
d. Detached Garage up to 900 ft ² -not insulated-one unit	½ dwg, ½ final	\$160.00
e. Detached Garage-less 900 ft ²	½ dwg, frame, ½ final	\$320.00
f. Deck-one unit	½ dwg, ½ final	\$160.00
g. Accessory Building-insulated-2 units	½ dwg, frame, ½ final	\$320.00
h. Accessory Building-not insulated-one unit	½ dwg, ½ final	\$160.00
i. Foundation Replacement-3 units	½ dwg, fndn, anchor, ½ final	\$480.00
j. Optional service (insulation, vapor barrier)		\$160.00

Notes for 1 & 2 above:

- if additional inspections are required (e.g. Re-inspections of infractions, progress inspection, any changes to the original permit, stop work order, affidavit review, etc.) an extra fee of \$160.00 will be charged.
- If the owner/agent does not call WIS for the next required inspection, the missed inspection(s) will be charged for.
- Travel costs for inspections outside the RM are \$0.50/km for inspections return from Hague, SK.
- GST is payable and not included in these rates.

3. Houses to be Moved from Within or Outside of the Municipality:	
Pre-move inspection	\$250.00
Post-move inspection – (*4 or 5 units – Post-move in #1 above for details)	

(One minimum fee commercial billing unit = \$180.00)

4. Commercial/Industrial/Institutional/Multi-Unit Residential	<u>PBI Fee</u>
All Buildings (*minimum fees apply)	\$5.00/\$1,000 construction cost
*Minimum fees:	
a. Principal Building-larger than 20 m ² -5 units	2 dwg, fndn, frame, final \$1,000.00
b. Addition-4 units	dwg, fndn, frame, final \$ 750.00
c. Renovation-3 units	dwg, frame, final \$ 540.00
d. Accessory Building-insulated-up to 20m ² -3 units	dwg, frame, final \$ 540.00
e. Accessory Building-not insulated-up to 20m ² -2 units	dwg, final \$ 360.00

Notes:

- if extra inspections are required on minimum fee projects, \$180.00 per inspection will be charged.
- GST is payable and not included in these rates.

All fees are payable to Wagner Inspection Services.

FORM A - TO BYLAW NO. 2019-02
RURAL MUNICIPALITY OF LAIRD NO. 404, SASKATCHEWAN
BUILDING PERMIT APPLICATION

I, hereby make application for a permit to: _____construct _____alter _____reconstruct
a building according to the information below and to the plans and documents attached to this application.

Name of Registered Owner of Property:			
PO Box:	City:	Province:	Postal Code:
Email Address:			
Phone No.	Cell:	Email:	
Legal Description/Land Location/Lot, Blk, Plan No. Civic Address:			
Contractor's Name:			
Contractor's Phone Number:			
Contractor's Email Address:			

INTENDED USE OF BUILDING: _____

SIZE OF BUILDING: _____LENGTH _____WIDTH _____HEIGHT

RTM: (____) YES (____) NO

DECK CONSTRUCTION: (____) YES (____) NO (ADDITIONAL FORM REQUIRED)

FINISHED BASEMENT: (____) YES (____) NO (ADDITIONAL FORM REQUIRED)

DETACHED GARAGE: (____) YES (____) NO (ADDITIONAL FORM REQUIRED)

ESTIMATED COST OF BUILDING (EXCLUDING THE SITE): \$ _____

FLOOR AREA OF BUILDING: _____(m²) OR _____(FT²)

SASKATOON HEALTH REGION SEPTIC PERMIT NUMBER: _____

http://www.saskatoonhealthregion.ca/your_health/ps_public_health_inspection_plumbing_and_sewage.htm

CONSTRUCTION DETAILS: please attach the following information and email to rmlaird@sasktel.net or provide **two** copies of building plans to the RM Office:

1. **Foundation** – overall size of the foundation; size and location of footings, piles, foundation walls; size and location of openings for doors, and windows; foundation drainage.
2. **Floor Plan** – size and location of interior and exterior walls; exits; fire separations; doors (including door swings and hardware); stairs; windows; barrier-free entrances; barrier-free washrooms; other barrier-free facilities; built-in furnishings.
3. **Structural Plans** – size, material and location of columns; beams; joists; studs; rafters; trusses; masonry walls; poured in place and precast concrete walls and floors; related structural details.
4. **Elevations** – views of all sides of the building; height of finished grade; exterior finishing materials; size and location of doors and windows; location of chimneys.
5. **Cross-Sections and Details** – cut through views of the building; lists of all materials cut through including structural and finishing materials; vertical dimensions; stair dimensions and handrails; height of finished grade; wind, water and vapor protection; insulation.
6. **Mechanical Plans** – description and location of heating, ventilating and air-conditioning equipment; size and location of ductwork; location of fire dampers; location of plumbing fixtures and piping; size and location of sprinkler system equipment (if applicable).
7. **Electrical Plans** – type and location of lighting; electrical panels; fire alarm systems; location of exit lights, and emergency lighting if applicable.

I hereby agree to comply with the Building Bylaw of the local authority and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw of the local authority 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 local authority or its authorized representative.

_____ Date

_____ Signature of Owner or Owner's Agent

APPLICATION FOR BUILDING PERMIT EXTENSION

Owner Name: _____ Legal Land Location: _____

Mailing Address: _____

Extension of Permit No: _____ Description of Project: _____

Reason for Building Extension Request: _____

CONDITIONS OF PERMIT:

- this extension is for the period of 180 days from the date of expiry of the above building permit.
- any work required to complete the project after the extension period requires a new permit.
- it is the responsibility of the permit holder to contact the building official for inspections within the term of this building permit.
- this extension is also subject to the conditions under which the original permit was issued.
- there may be additional conditions added to the building permit extension if granted.

SIGNATURE OF PERMIT HOLDER

DATE

SIGNATURE OF LANDOWNER

DATE

FOR IN OFFICE USE: Approved/Denied

Building Permit Extension No.:	Date Issued:	Expiry Date:
Fee: \$100	Receipt #:	Resolution #:
Denied:	Reason:	

Development Officer Signature

DATE

Schedule "D" to Bylaw No. 2019-02

APPLICATION FOR: _____ moving permit # _____
_____ demolition permit # _____

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

Land location: _____.

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:

Land location: _____.

Move to:

Land Location: _____.

Or Out of Municipality:

Land Location: _____.

The building has the following dimensions: _____ length _____ width _____ height.

The building mover will be: _____.

Date of the move will be: _____.

Route of building move:

_____.

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 local authority 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 Section 13 and 14 of 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.

Signature or Owner/Owner's Agent

DATE

