

## **TOWN OF BREDENBURY**

### **Bylaw 372 Building Bylaw**

#### **A BYLAW OF THE TOWN OF BREDENBURY TO PROVIDE FOR THE INSPECTION OF BUILDINGS**

The Council of the Town of Bredenbury 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 local authority pursuant to subsection 5(4) of the Act or the municipal official.  
  
(4) “Local authority” means the Town of Bredenbury and its Council.  
  
(5) “Municipal official” means the clerk or administrator of the municipality or their designate.  
  
(6) “Regulations” means the Uniform Building and Accessibility Standards’ Regulations made pursuant to the Act.  
  
(7) “Value of Construction” means the total cost 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.  
  
(8) Definitions contained in the Act and Regulations shall apply in this bylaw.

#### **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.

### **General**

4. (1) A permit is required whenever work regulated by the Act and Regulations is to be undertaken.
- (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 local authority or its authorized representative liable for damages or otherwise by reason of the fact that a building, the construction, erection, placement, alternation, 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.
- (4) One accessory building per property that is less than 100 square feet in building area is exempt from this bylaw provided it does not create a hazard.

### **Building Permits**

5. (1) (a) No person shall commence or cause to be commenced the construction, erection, placement, alteration, repair, renovation or reconstruction of a building without first having obtained a building permit from the local authority.
- (b) Failure to apply for the required permit may result in the issuance of a “Stop Work Order.”
- (2) Whenever the character of the proposed work require the technical expertise of an architect or engineer, the local authority or authorized representative may, at its discretion, requires as a condition of the application that all plans and specifications, or any part thereof, be prepared, reviewed, sealed and dated by a Professional Engineer or Architect registered in the Province of Saskatchewan.
- (3) 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 one set 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.

- (4) Every application for a permit to construct, erect, place, alter, repair, renovate or reconstruction a building shall be accompanied by a lot placement drawing, showing streets, back alleys and distances to front, back and side property lines. As well as other building locations.
- (5) The local authority will have all plans and building permit applications sent to the building inspector for approval and for fee quote; the only exception is a fence and buildings that are less than 100 square feet.
- (6) The permit fee for construction, erection, placement, alteration repair, renovation or reconstruction of a building shall be based on the following:
  - a) Residential or Commercial Building inspector estimate.
  - b) All permit fees will be due and collected in full prior to the permit being issued and are subject to applicable taxes.
  - c) Any additional fees as a result of changes to original application.
- (7) The permit fee for a fence shall be the following:
  - a) Ten dollars
  - b) Walls or fences may be erected, placed, or maintained in any required yard on owner's property with the following regulations (where units of measure shall be deemed to be the nearest tenth of a meter:
    - i. Maximum height in any required yard except in a required front yard - 2 meters.
    - ii. Maximum height in any required front yard - 1 meter - corner lot and 1.3 meters - interior lot
    - iii. Notwithstanding Subsection (b) the maximum height in any front yard or a corner lot may be expanded to 1.30 meters if transparent materials are used - example: chain link.
    - iv. In the case of a corner lot, no wall or fence shall be placed so as to create a visual obstruction in an established intersection sight triangle.
    - v. Fence must be in 6 inches from property line
    - vi. Fence must not block any view for traffic from streets or back alleys.
- (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 within 6 months

- (10) Sheds - no permit required if less than 100 square feet. Exterior buildings that are used primarily for storage.
- c) Effective July 18, 2007, when there are more than two sheds put on a property an annual levy of \$100 per shed, beginning with the third shed will be levied, plus applicable assessment.
- d) Pre-existing sheds, prior to July 18, 2007 will not be levied with the annual levy of \$100.
- e) A building permit is required for all construction, alteration, and demolition and moving of a shed that is over 100 square feet.

### **Demolition or Removal Permits**

- 6. (1) (a) The deposit fee for a permit to demolish or remove a building shall be ten dollars, \$10.
  - (b) (i) In addition, the applicant shall deposit with the municipal official the following sum to cover the cost of restoring the site after the building has been demolished or removed to such a condition that it is, in the opinion of the local authority or its authorized representative, not dangerous to public safety:  
Ten thousand dollars, \$10,000
  - (ii) If the applicant who demolishes or removes the building restores the site to a condition satisfactory to the authorized representative, the sum deposited, or portion thereof, shall be refunded.
- (2) Where a building is to be demolished and the municipal official 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 municipal official, upon receipt of the fee and deposit prescribed, shall issue a permit for the demolition.
- (3) Where a building is to be removed from the geographical jurisdiction of the local authority, and the municipal official 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 municipal official, upon receipt of the fee and deposit prescribed, shall issue a permit for the removal.
- (4) Where a building is to be removed from its current site and set upon another site in the geographical jurisdiction of the local authority, and the municipal official 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 municipal official, upon receipt of the fee and deposit prescribed, shall issue a permit for the removal.
- (5) 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 approval by the local authority.

### **Enforcement of Bylaw**

5. (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 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 authorized representative may take any measures allowed by subsection (1).
- (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 in writing to the local authority as required, 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.

### **Special Conditions**

7. (1) 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.
- (2) A real property report 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.
- (3) 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.
- (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

8. (1) Any person who contravenes any of the provisions of this bylaw shall be liable to a penalty that is equal to permit fee.  
(2) Conviction of a person or corporation for breach of any provision of this bylaw shall not relieve the person from compliance herewith.

Repealing Clause:

9. Bylaws 290; Bylaw 327

Enacting Clause:

10. This bylaw shall be effective on the date of its approval in accordance with Section 23.1 of the Uniform Building and Accessibility Standards Act (the UBAS Act).

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

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CAO

Certified a true copy of Bylaw No. 372  
Having received final reading at a meeting of Council on the 1st  
day of November, 2016.

\_\_\_\_\_  
CAO

**Town of Bredenbury - Form A**  
**APPLICATION FOR BUILDING PERMIT**

I hereby make application for a permit to:    \_\_\_ construct  
  \_\_\_ alter  
  \_\_\_ move  
  \_\_\_ demolish

according to the information below and to the **plans and documents attached to this application**. Engineered plans may be required.

Civic address of work: \_\_\_\_\_  
Legal description: Lots \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_  
Designer: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Nature of work: \_\_\_\_\_  
Intended use of building: \_\_\_\_\_  
Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_  
Building Area (based on largest storey): \_\_\_\_\_  
Number of storeys: \_\_\_\_\_ Number of fire escapes: \_\_\_\_\_  
Number of stairways: \_\_\_\_\_ Width of stairways: \_\_\_\_\_  
Number of exits: \_\_\_\_\_ Width of exits: \_\_\_\_\_  
Foundation or Footings Material: \_\_\_\_\_ Size: \_\_\_\_\_  
Exterior Walls Material: \_\_\_\_\_ Roof Material: \_\_\_\_\_  
Heating: \_\_\_\_\_  
Estimated value of construction (excluding site) \$ \_\_\_\_\_  
Fee for building permit \$ \_\_\_\_\_

\*Fee to alter, construct determined by building inspector

\*Fee for fence, \$10 inspector not required

\*Fee to move building off is \$10,000 deposit; returned once lot is cleaned up to local authority satisfaction.

\*I hereby agree to comply with the Building Bylaw and Zoning Bylaw of the local authority and acknowledge that it is my responsibility to ensure compliance with Building Bylaw regardless of any plan review or inspections that may or may not be carried out by the local authority or its authorized representative. Zoning Residential includes but not limited to: 25 foot frontage from property line, 25 foot from property line in back alley, 4 foot in from property line on sides.

\*All property bought from town, with installation of new dwelling on property must attach a copy of the legal survey.

\*All trenching costs for water & sewer hookup are responsibility of homeowner. The municipality will pay for materials and supplies up to property line, including curb stop. The homeowner will hire an excavator and plumber for the hookup. The municipality will be there supervising the installation.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Owner or Owner's Agent

**Residential Building Inspector**

Ron Gerein  
(306) 273-4926  
(306) 641-4723

**Commercial Inspector:**

Miles Hutchings  
mhutchings@sasktel.net

## **Building Permits – Commercial Fee Schedule and Information**

Buildings are reviewed using the current edition *National Building Code of Canada Part 3 or Part 9*. Building permits are to be issued as per Part IV of the *Uniform Building and Accessibility Standards Act* of Saskatchewan and Part II of the *Uniform Building and Accessibility Standards Regulations* of Saskatchewan. Enforcement is to be carried out as per Part V *Uniform Building and Accessibility Standards Act* of Saskatchewan.

Prior to any construction a valid building permit must be issued. In order for a permit to be issued the required documents must be submitted and approved by the appointed building official and authority having jurisdiction. If construction is started prior to the issue of building permit the building permit fee may be doubled at the discretion of the authority having jurisdiction.

### **Required Documents**

1. Building Permit Application
2. Construction Drawings (see below for drawing requirements)
3. Any other documents requested by the building official or the authority having jurisdiction

New buildings and additions with a foot print of less than 600 sq. m. (6458 sq. ft.) total area and an occupancy or occupancies of Group C – Residential, Group D – Business and Personal Services, Group E – Mercantile, Group F3 – Low Hazard Industrial, or Group F2, Medium Hazard Industrial are classified under **Part 9** of the *National Building Code of Canada*.

New buildings and additions with a foot print of greater than 600 sq. m. (6458 sq.ft.) total area and an occupancy or occupancies of Group A – Assembly, Group B – Care or Detention, Group F1– High Hazard Industrial are classified under **Part 3** of the *National Building Code of Canada*.

### **Required Drawings (Part 9 Buildings)**

All drawings must be prepared by a competent individual experienced in the preparation of construction drawings ie. **Draftsperson or Technologist**. Hand drawings and sketches are not acceptable. Drawings must be fully dimensioned and drawn with sufficient detail acceptable to the building official and the authority having Jurisdiction and to industry standards. Drawings are to include:

1. Building Code Analysis (At discretion of the building official and authority having jurisdiction)
2. Site Plan
3. Foundation Plan
4. Floor Plans
5. Building Sections
6. Exterior Elevations
7. Shop drawings for engineered systems and assemblies



### **Additional Requirements**

Concrete slab on grade foundations, wood foundations and shallow foundations are required to be reviewed (stamped) by an **Architect and/or Professional Engineer licensed to practice in Saskatchewan**.

Load bearing walls over 12'-0" in height are required to be reviewed (stamped) by an **Architect and/or Professional Engineer licensed to practice in Saskatchewan**.

Plans may be required to be reviewed (stamped) by an **Architect and/or Professional Engineer licensed to practice in Saskatchewan** based on complexity, competency of the Draftsperson or Technologist or for any other reason deemed necessary by the building official or authority having jurisdiction.

### **Required Drawings {Part 3 Buildings}**

All drawings must be prepared by a competent individual experienced in the preparation of construction drawings ie. Draftsperson or Technologist and reviewed (stamped) by an Architect and/or Professional Engineer licensed to practice in Saskatchewan including electrical, structural and mechanical drawings. Drawings must be fully dimensioned and drawn with sufficient detail acceptable to the building official and the authority having Jurisdiction and to industry standards.

Drawings are to include:

- 1 Building Code Analysis
- 2 Site Plan
- 3 Foundation Plan
- 4 Floor Plans
- 5 Schedules
- 6 Construction Details
- 7 Building Sections
- 8 Exterior Elevations
- 9 Shop drawings for engineered systems and assemblies

### **Required Inspections**

The number of inspections varies by project and is dictated by size, complexity and method of construction. The required inspections will be outlined in the **Building Permit Review Sheet** issued with the building permit.

Any inspections in addition to the required inspections including inspections due to a failed inspection are subject to the extra inspection fee.

### **Permit Fees**

Building permit fees are based a fee of \$5.00 per \$1000.00 cost of construction or a minimum permit fee of \$750.00 (\$250.00 plan review fee plus \$500.00 inspection fees) whichever is greater. Extra Inspection Fees \$125.00 Plan review and inspections to be carried out by Miles Hutchings – Class 3 Building Official for inspections call (306) 621-8423 – provide 24 hours' notice prior to required inspection

