

BYLAW No. 7 - 2010

A Bylaw respecting building construction, demolishing, and moving in the Town of Shellbrook

The Council of the Town of Shellbrook, 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, 1984 and amendments.
 - (2) “Regulations” means regulations made pursuant to the Act.
 - (3) “Administrative Requirements” means The Administrative Requirements for use with the National Building Code 2005.
 - (4) “Municipality” means the Urban Municipality of the Town of Shellbrook
 - (5) “Council” means the Council of the Urban Municipality of the Town of Shellbrook
 - (6) Definitions contained in the Act and regulations shall apply in the bylaw.

SCOPE OF THE BYLAW

3.
 - (1) The Uniform Building and Accessibility Standards Act and Regulations 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 Council or its authorized representative.

GENERAL

4.
 - (1) A permit is required whenever work regulated by the Act and Regulations is to be undertaken.
 - (2) No owner or agent of the owner 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 which 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 municipality or any municipal official or any inspector appointed by the municipality liable for damages or otherwise by reason of the fact that a building, the placement, erection, construction, alteration, repair, renovation, or reconstruction of which has been authorized by

permit, does not comply with the requirements of any such building restriction agreement, bylaw, Act and/or regulation.

BUILDING PERMITS

5. (1) Every application for a permit to erect, place, construct, 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 an inspector plans and specifications need not be submitted.
- (2) An inspector 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 for permit approval.
- (3) 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.
- (4) Council may, at its discretion, have plan review, inspection and other services for the purpose of enforcement of the Act and Regulations provided by an inspector or inspectors designated by the minister to assist the municipality pursuant to subsection 4(4) of the Act.
- (5) Council may, at its discretion, have plan review, inspection and other services provided by a person, firm or corporation employed under contract to the municipality.
- (6) The permit fee for erection, placement, construction, alteration, repair, renovation or reconstruction of a building shall be based on the following fee schedule:

BUILDING PERMIT FEE SCHEDULE

Value of construction is "the total cost to the owner for the building construction in its completed form and includes the cost of all building work, materials of construction, building systems, labour and overhead and profit of the contractor and subcontractors.

- For construction or alterations to a building that is residential in nature, the fee shall be \$4.00 per \$1,000.00 of value as determined by the appointed building inspector.
 - For construction or alterations to a building that is commercial in nature, the fee shall be \$4.00 per \$1,000.00 up to 2 million. After 2 million the fee is reduced to \$2.50 per \$1000.00
 - For construction or alterations to a deck, the fee shall be \$4.00 per \$1000.00 of value.
 - For construction or alterations to a fence, the fee shall be \$25..
 - For demolition, the fee shall be \$25.00 plus a \$1000.00 refundable deposit. The deposit will be refunded after completion of the demolition and inspection of the completed demolition site ensuring safety and cleanliness.
 - For moving a building into the Town, the fee shall be the same as that for new construction and alterations.
 - For moving a building out of Town, the fee shall be \$25.00
- (7) Approval in writing from 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.
 - (8) All permits issued under this section expire:
 - (a) six months from date of issue if work is not commenced within that period; or
 - (b) if work is suspended for a period of six months, or
 - (c) if work is suspended for a period of longer than six months by prior written agreement of the Council.

- (9) 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.

DEMOLITION OR REMOVAL PERMITS

6. (1) (a) The fee for a permit to demolish or move a building shall be \$25.00. A \$1,000.00 refundable deposit will need to be paid prior to the issuance of Form "D". Please see Fee Schedule under Section 6. (6).
- (b) In addition, the applicant shall deposit with the municipality such sum as the Council or its authorized representative considers 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 sum deposited shall be refunded.
- (2) Every application for a permit to demolish or remove a building shall be in Form "C".
- (3) Where a building is to be demolished and the municipality 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 municipality, upon receipt of the fee and deposit prescribed, shall issue a permit for the demolition in Form "D".
- (4) Where a building is to be removed from the municipality and is satisfactory 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 municipality, upon receipt of the fee and deposit prescribed, shall issue a permit for the removal in Form "D".
- (5) Where a building is to be removed from its site and set upon another site in the municipality, and the municipality 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 Council or its authorized representative, will conform with the requirements of this bylaw, the municipality shall, upon receipt of the fee and deposit prescribed, issue a permit for removal in Form "D".
- (6) All permits issued under this section expire one month from the date of issue except that a permit may be renewed for one month upon written application to the municipality.

ENFORCEMENT OF THE BYLAW

7. (1) If any building, or part thereof, or addition thereto is erected, constructed, reconstructed, altered, or placed in contravention of any provision of this bylaw, the Council or its authorized representative may take any measures as permitted by Part V f 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 which 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).
- (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 municipality 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.

SPECIAL CONDITIONS

- 8. (1) 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 Council or its authorized representative.
- (2) It shall be the responsibility of the owner to ensure that change in property lines will not bring the building or an adjacent building into contravention of this bylaw.
- (3) It shall be the responsibility of the owner to ensure that 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 Acts and regulations.

PENALTY

- 9. (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.

BYLAWS REPEALED

- 10. Bylaws No. 1A-1990 and Amendments 3-1993 and 1-2006 and 13-2008 are hereby repealed
- 11. This bylaw shall come into force and effect on final approval by Council

Town of Shellbrook

"George Tomporowski"

Mayor

Certified a true and Accurate Copy
of Bylaw No. 7-2010 passed by
consent of Council this 14 day
June, 2010.

"Tara Kerber"

Administrator

Administrator



FORM A

Bylaw No. 7-2010: The Building Bylaw, and
Bylaw No. 3-2010: The Private Swimming Pools Bylaw

Town of Shellbrook, Saskatchewan

APPLICATION FOR BUILDING PERMIT

_____ construct

I hereby make application for a permit

_____ alter

_____ 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 _____ Address _____ Telephone _____

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 _____

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 \$ _____

I hereby agree to comply with the Building Bylaw and/or The Private Swimming Pools Bylaw of the local authority and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw and/or The Private Swimming Pools 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 _____

FORM B

Bylaw No. 7-2010: The Building Bylaw, and
Bylaw No. 3-2010: The Private Swimming Pools Bylaw

Town of Shellbrook, Saskatchewan

BUILDING PERMIT # _____

Permission is hereby granted to _____

To _____ a building to be used as a _____
on civic address or location _____

Lot _____ Block _____ Plan _____ in accordance with the
application dated _____.

This permit expires six months from the date of issue if
work is not commenced within that period or if work is suspended for a period of six months, unless
otherwise authorized by the local authority or its authorized representative. Grade lines of the building site
are to be as indicated below and as shown on the diagram.

<p>STREET NAME: _____</p> <div style="text-align: center; margin-top: 20px;"> </div> <div style="margin-top: 20px;"> <p>1. Minimum clearance (if required) from Lot Lines are as per diagram. 2. Direction of slope from building to Lot Lines are as per diagram.</p> <div style="text-align: center;"> </div> </div>	<p style="text-align: center;">Indicate Which Direction North</p> <div style="text-align: center; margin-top: 10px;"> </div> <p>STREET ELEVATION</p> <p>ELEVATIONS:</p> <ol style="list-style-type: none"> 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ <p>NOTE: If Street Elevation Unknown, use Elev. 100.0'</p>
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This permit is issued subject to the following conditions:

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

Estimated value of construction \$ _____ Permit fee \$ _____

_____ Date

_____ Signature of Authorized Representative

FORM C

Bylaw No. 7-2010: The Building Bylaw
Town of Shellbrook, 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 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 6(1)(a) 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.

Date

Signature of Owner or Owner's Agent

FORM D

Bylaw No. 7-2010: The Building Bylaw
Town of Shellbrook, 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 local authority or its
authorized representative.

Permit fee \$ _____ Deposit fee \$ _____

Date _____ Signature of Authorized Representative _____