

BYLAW NO. 1/09

A BYLAW OF THE VILLAGE OF LEASK,

IN THE PROVINCE OF SASKATCHEWAN RESPECTING BUILDINGS

The Council of the Village of Leask in the Province of Saskatchewan enacts as follows:

1. SHORT TITLE

This bylaw may be cited as the Building Bylaw.

2. 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.

2.2 “Regulations” means regulations made pursuant to the Act.

2.3 “Administrative Requirements” means the Administrative Requirements for use with the National Building Code.

2.4 “Local Authority” means the Village of Leask.

2.5 “Council” means the council of the Village of Leask

2.6 Definitions contained in the Act and regulations shall apply in this bylaw.

3. SCOPE OF THE BYLAW

3.1 This bylaw applies to matters governed by the Act and Regulations, including the National Code of Canada and the Administrative Requirements.

3.2 Notwithstanding subsection (1) references and requirements in the Administrative Requirements respecting matters regulated by the Act and Regulations shall not apply.

3.3 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.

4. GENERAL

4.1 A permit is required whenever work regulated by the Act and Regulations is to be undertaken.

4.2 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.

4.3 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 local authority or any municipal official or any inspector appointed by the local authority liable for damages or otherwise by reason of the fact that a building, the placement, erection, construction, alteration, repair, renovation, reconstruction demolition, relocation removal, use or occupancy of which has been authorized by permit, does not comply with the requirements of any such building restriction agreement, bylaw, Act and/or regulation affecting the site described in the permit.

5. 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 specification of the proposed building, except that when authorized by an inspector plans and specifications need not be submitted.
- 5.2 If the work described in an Application for Building Permit, to the best of 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 Form "B" and return one (1) set of submitted plans to the applicant.
- 5.3 The permit fee for erection, placement, construction, alteration, repair, renovation or reconstruction of all buildings shall be \$3.00 per \$1,000.00 value of construction. Whenever any work for which a permit is required has commenced without the authorization of such a permit, a surcharge of 10% of the permit fee or \$50, whichever is higher, may be charged in addition to the permit fees.
- 5.4 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.
- 5.5 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 six months, or longer by prior written agreement of the Council or its authorized representative.
 - d) Two years from date of issue if work is not complete, except that a permit may be renewed for two additional years upon written application to the local authority accompanied by a fee of \$100.00.
- 5.6 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.

6. BUILDING OFFICIAL

- 6.1 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.
- 6.2 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 local authority pursuant to subsection 4(4) of the Act.
- 6.3 When necessary, the building official may require the owner/contractor of a building to engage an architect or professional engineer, registered in the Province of Saskatchewan, for an assessment of design and inspection of construction, or certification of a building or part of a building.
- 6.4 The building official may require the owner or contractor to supply additional plans, drawings or specifications pertaining to a building project where, in his opinion, the plans are unclear or do not comply to the minimum standards of the National Building Code, the Act or the Building Bylaw.

7. OBLIGATIONS of the OWNER

- 7.1 Every owner is responsible to obtain all required permits and approvals prior to commencement of the work to which they relate.
- 7.2 No person shall occupy a building until it has been approved for occupancy by the building official.

- 7.3 It shall be the responsibility of the owner to ensure that changes in ground elevations or changes in property lines will not bring the building or an adjacent building into contravention of this bylaw.
- 7.4 It shall be the responsibility of the owner to arrange for all permits, inspections, and certifications required by other applicable Acts and regulations.

8. BUILDING INSPECTIONS

- 8.1 Pursuant to section 16(1)(a) of the Act, the building official may, at its discretion, inspect any building in the local authority at any time during any reasonable hour of the day.
- 8.2 Inspections may include, but shall not be limited to:
- a) Foundation inspection
 - b) Framing inspection
 - b) Final inspection
 - c) Basement development pre-inspection
 - d) Pre-move inspection
- 8.3 For all buildings requiring a permit, the owner, or its authorized agent, shall be required to notify the building official at least 24 hours in advance of the following:
- a) when the foundation is ready to be poured
 - b) prior to backfill
 - c) when a superstructure is to be placed on the foundation
 - d) when the building is ready for a framing inspection
 - e) when the building is substantially completed and prior to occupancy
- 8.4 The building official may require additional inspections at any time throughout the construction project.
- 8.5 Final Inspection and Approval for Occupancy
A building shall not be approved for occupancy until the local authority is satisfied that all outstanding infractions, as noted on the building official's final inspection report, have been corrected.

9. DEMOLITION OR REMOVAL PERMITS

- 9.1 The fee for a permit to demolish or move a building shall be \$5.00.
- 9.2 In addition, the applicant shall deposit with the local authority the sum of \$1,500.00 in the form of cash or certified cheque 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 Council or its authorized representative, not dangerous to public safety. Restoration of the site shall include the removal of all cement from said premises. If the applicant who demolishes or removed the building restores the site to a condition satisfactory to the Council or its authorized representative, the sum deposited, or portion thereof shall be refunded.
- 9.3 Every application for a permit to demolish or remove a building shall be in Form "C".
- 9.4 Where a building is to be demolished and the local authority 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 Form "D".
- 9.5 Where a building is to be removed from the local authority, and the local authority 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 Form "D".
- 9.6 a). Where a building is to be removed from its site and set upon another site in the local authority, and the local authority is satisfied that there are not 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 local authority, upon receipt of the fee and deposit prescribed, shall issue a permit for the removal in Form "D".

b). In addition, the local authority, upon receipt of the fee prescribed in section 5.3, shall issue a permit for the placement of the building in Form B.

9.7 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.

10 ENFORCEMENT OF BYLAW

10.1 If any building, or part thereof, or addition thereto is erected constructed, reconstructed, altered, removed 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 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 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.

10.2 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).

10.3 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 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.

11. PENALTY

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

11.2 Conviction of a person or corporation for breach of any provision of this bylaw shall not relieve his from compliance therewith.

12. REPEAL

Bylaw No. 4/08 is hereby repealed.

Mayor

Administrator
Read a third time and adopted the
18th day of March, 2009.

(Seal)

**FORM A
VILLAGE OF LEASK
APPLICATION FOR BUILDING PERMIT**

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.

Civic address or location of work _____

Legal description: Lot _____ Block _____ Plan _____

OWNER: _____

(Name)

(Address)

(Phone #)

DESIGNER: _____

(Name)

(Address)

(Phone #)

CONTRACTOR: _____

(Name)

(Address)

(Phone #)

NATURE OF WORK _____

INTENDED USE OF BUILDING _____

SIZE OF BUILDING _____ Length _____ Width _____ Height _____

STOREYS - No. _____ Fire Escapes _____

IF PUBLIC BUILDING, STATE: Width of Stairways _____ No. _____

Width of Exits _____ No. _____

CONSTRUCTION DETAILS:

Footings _____ Material _____ Size _____

Foundations _____ Material _____ Size _____

Exterior Walls _____ Material _____ Size _____

Roof _____ Material _____ Size _____

Studding _____ Material _____ Spacing _____

Footings _____ Material _____ Spacing _____

Floor Joists _____ Material _____ Spacing _____

Girders _____ Material _____ Spacing _____

Rafters _____ Material _____ Spacing _____

Chimneys _____ No. _____ Material _____

Size _____ Thickness _____

Heating _____ Lighting _____ Plumbing _____

Foundation Soil Classification and Type _____

Estimated cost of building (excluding site) \$ _____

Floor area of building (excluding unfinished basement) _____ square meters

Fee for building permit \$ _____

I hereby agree to comply with the bylaw of the local authority respecting building and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw of the local authority and applicable Acts and regulations regardless of any review of drawings or inspections that may or may not be carried out by an inspector.

Date

Signature of Owner or Agent

FORM B

Village of Leask, SASKATCHEWAN

Building Permit No. _____

Permission is hereby granted to _____ to _____ a building to be used as a _____ on civic address or location _____ Lot _____ Block _____ Plan No. _____ 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, and two years after date of issue in all other cases, unless otherwise authorized by the local authority or its authorized representative.

Required Inspections: (Must call for the following inspections) (failure to call for the inspection as required may require work to be removed/uncovered so the proper inspection can be done)

- Footing/Foundation: (as stated in Permit)
- Backfill: (As stated in Permit)
- Framing/Poly & Insulation: (As stated in Permit)
- Final Inspection: Prior to occupying and all work completed

This permit is issued under the following conditions:

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

Estimated cost of building \$ _____ Permit Fee \$ _____

Date

Authorized Municipal Official

FORM C

VILLAGE OF LEASK, SASKATCHEWAN

APPLICATION FOR A PERMIT TO MOVE OR DEMOLISH A BUILDING

DATE: _____

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 Village of Leask.

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 (removal of concrete, filling, final grading, landscaping, etc.) which will be done after removal of the building includes:

I hereby agree to comply with the provisions of the Building Bylaw of the local authority and to become 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 the sum of \$1,500.00 by cash or certified cheque. 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 Agent

FORM D

VILLAGE OF LEASK, Saskatchewan

MOVING OR DEMOLITION PERMIT NO. _____

Permission is hereby granted to: _____ to

_____ move

Or

_____ demolish

A building now situated on:

Civic Address or Location _____

Lot _____ Block _____ Plan _____

To

Civic Address or Location _____

Lot _____ Block _____ Plan _____

In accordance with application dated _____, 20 _____. This permit expires six months from the date of issue.

This permit is issued under the following conditions:

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

Date

Authorized Municipal Official