

TOWN OF BIGGAR, SASKATCHEWAN

BYLAW NO. 02-639

A BYLAW RESPECTING BUILDINGS

THE COUNCIL of the Town of Biggar, 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 Biggar.
(5) Regulations” means regulations made pursuant to the Act.
(6) 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 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.
(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, 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 local authority 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 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 set of submitted plans to the applicant.
- (3) 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.
- (4) 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.
- (5) 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

- (a) Application fee \$25.00; plus (b) or (c) or (d) and (e)
- (b) Where the value of construction is up to \$750,000.00:
 - (i) \$1.50 for each \$1000.00 or part thereof of the value of construction.
- (c) Where the value of construction is from \$750,000.00 to \$5,000,000.00
 - (i) \$1125.00 plus \$0.75 cents for each \$1000.00 or part thereof of the value of construction over \$750,000.00.
- (d) Where the value of construction is over \$5,000,000.00
 - (i) \$4312.50 plus \$0.60 cents for each \$1000.00 or part thereof of the value of construction over \$5,000,000.00.

- (e) Where the local authority at its discretion, acquires the services of a person (s), firm, company or corporation to perform the duties of inspection services related to the construction, the inspection fee and expenses incurred as a result of this acquisition of professional services shall be the responsibility of the applicant and form part of the building permit fees.
- (6) 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.
- (7) 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.
- (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 local authority or its authorized representative.
- (9) 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

- 6. (1) (a) The fee for a permit to demolish or move a building shall be as follows:
 - (i) Demolition Permit Fee \$ 5.00
 - (ii) Moving Permit Fee \$10.00
- (b) (i) In addition, the applicant shall deposit with the local authority such sum as the local authority 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 local authority or its authorized representative, not dangerous to public safety.
 - (ii) 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.
- (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 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 Form D.

- (4) Where a building is to be removed from the local authority, and the local authority or its authorized representative 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, the local authority, upon receipt of the fee and deposit prescribed, shall issue a permit for the removal in Form D.
- (5) (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 Form D.
(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 Form B.
- (6) 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

7. (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 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,
 - (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 local authority 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 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 or construction, and
 - (c) of intended partial occupancy prior to completion of construction.

SUPPLEMENTAL BUILDING STANDARDS

8. Void.

SPECIAL CONDITIONS

9. (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) 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.
- (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

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.

BYLAW REPEALED

11. Bylaw No. 92-535, as amended, is hereby repealed.

COMING INTO FORCE

12. This bylaw shall come into force on the date of final approval by the Minister of Corrections and Public Safety.

READINGS

READ a first time this 3rd day of December, 2002, A.D.

READ a second time this 3rd day of December, 2002, A.D.

READ a third time and adopted this 3rd day of December, 2002, A.D.

(S E A L)

Mayor

Town Administrator

TOWN OF BIGGAR, SASKATCHEWAN

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 _____ 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 floor area (excluding unfinished basement) _____ square metres or _____ square feet

Fee for building permit \$ _____

Contractor/Subcontractors list attached yes no

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.

_____, 20____
Date

Signature of Owner or Owner's Agent

TOWN OF BIGGAR, SASKATCHEWAN

LIST OF CONTRACTORS/SUBCONTRACTORS REQUIRED FOR BUILDING PROJECTS

Civic Address _____

Legal Description Lot _____ Block _____ Plan _____

Construction Project _____

Owner _____ Address: _____

General Contractor: _____ Address: _____

Subcontractors:

Piling Contractor _____ Address: _____

Basement Excavation _____ Address: _____

Basement Construction _____ Address: _____

Framer _____ Address: _____

Mechanical _____

- Plumbing _____ Address: _____

- Heating _____ Address: _____

Electrical _____ Address: _____

Landscaper _____ Address: _____

Roofer _____ Address: _____

Drywaller _____ Address: _____

Painter Address: _____ Address: _____

Masonry _____ Address: _____

Finishing Carpenter _____ Address: _____

Cabinet Maker _____ Address: _____

Interior Decorator _____ Address: _____

Carpet Layer _____ Address: _____

Steel Fabrication _____ Address: _____

Insulator _____ Address: _____

Other: _____ Address: _____

_____ Address: _____

_____ Address: _____

_____ Address: _____

_____ Address: _____

_____ Address: _____

_____ Address: _____

_____ Address: _____

FORM A to Bylaw No. 02-639

TOWN OF BIGGAR, SASKATCHEWAN

BUILDING SITE PLAN

OWNER _____ ADDRESS _____

LOT _____ BLOCK _____ PLAN _____

CIVIC ADDRESS _____

INFORMATION REQUIRED:

- _____ (1) Location Main Building
- _____ (2) Location Proposed Buildings or Additions/Renovations
- _____ (3) Distance Buildings Located From All Property Lines
- _____ (4) Frontage: Street _____ Avenue _____

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TOWN OF BIGGAR, SASKATCHEWAN

BUILDING PERMIT # _____

Permission is hereby granted to _____
to _____ a building to be used as a _____
on civic address or location _____
Lot _____ Block _____ Plan _____
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.

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

TOWN OF BIGGAR, 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)(b) 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.

_____, 20_____

Date
FORM D to Bylaw No. 02-639

Signature of Owner or Owner's Agent

TOWN OF BIGGAR, 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 \$ _____

_____, 20_____

Date

Signature of Authorized Representative