

TOWN OF CHURCHBRIDGE

A Bylaw Respecting Buildings

2013-004

The Council of Town of Churchbridge in the Province of Saskatchewan enacts as follows:

1. INTRODUCTION

This Bylaw may be cited as the “Building Bylaw of the Town of Churchbridge”.

2. INTERPRETATION/LEGISLATION

2.1 ACT

Means *The Uniform Building and Accessibility Standards Act* being Chapter U-1.2 of the Statutes of Saskatchewan, 1983-83 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 Town Council of Churchbridge, Saskatchewan

2.5 AUTHORIZED REPRESENTATIVE

Means a building official appointed by the Local Authority pursuant to subsection 5(4) of the Act or the Municipal official.

Definitions contained in the Act and Regulations shall apply to this bylaw.

3. SCOPE OF THE BYLAW

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 section 3.1 references and requirements in the Administrative Requirements respecting matters regulated by the Act and Regulations shall not apply.
3. Notwithstanding section 3.1 references and requirements in the Administrative Requirements respecting “occupancy permits” shall not apply except as and when required by Local Authority or its authorized representative.

4. GENERAL

1. A permit is required whenever work, regulated by the Act and the Regulations, is 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 which is authorized by this Bylaw shall not:
 - 3.1 Entitle the grantee, his successor, or anyone assigned 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
 - 3.2 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 restrictions agreement, Bylaw, Act and/or Regulation affecting the site described in the permit.

5. BUILDING PERMITS

1. Every application for a permit to construct, erect, place, alter, repair, renovate or reconstruct a building shall be in Schedule A attached to this Bylaw and shall be accompanied by two sets of site plans and specifications of the proposed building, except that when authorized by Local Authority or its authorized representative plans and /or specifications need not be submitted.
2. If the work described in an application for building permits, to the best of the knowledge of Local Authority or its authorized representative, complies with the requirements of the Bylaw, the Local Authority, upon receipt of the prescribed fee, shall issue a permit approval.
3. 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 or by inspectors designated by the minister to assist Local Authority pursuant to subsection 4(4) of the Act.
4. The permit fee for construction, erection, placement, alteration, repair, renovation or reconstruction of the building shall be as set out in fee Schedule B attached to this bylaw.
5. Local Authority may estimate the value of construction for the work described in an application for a building permit, for the purpose of evaluating a permit fee, based on established construction costs, owner's or contractor's statement of values or similar methods.
6. Approval in writing from 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
7. All permits issued under this section expire:
 - 7.1 six months from the date of issue if work has not commenced within that period,
 - 7.2 if work is suspended for six months,
 - 7.3 if work is suspended for a period longer than six months by prior written agreement of Local Authority or its authorized representative.

8. 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.

6. DEMOLITION & REMOVAL

1. 1.1 The fee for a permit to demolish or move a building shall be set out in Schedule B.
1.2 In addition, no permit application shall be approved prior to the applicant depositing with the Local Authority a refundable deposit, as set out in Schedule B, that is 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 Local Authority or its authorized representative, not dangerous to the public safety.
1.3 Where the applicant restores the site to a condition satisfactory to Local Authority the deposit fee shall be refunded.
2. Every application for a permit to demolish or remove a building shall be in Schedule C.
3. Every applicant shall at the discretion of Local Authority or its authorized representative, comply with the following conditions:
 - 3.1 Must erect an approved barrier around the site for public safety.
 - 3.2 Provide written statement of the action to be taken to comply with the provisions of this bylaw in restoring the work site by the applicant or agent or contractor.
 - 3.3 Remove all concrete or wood foundations, floors, basements or cisterns or other such materials from the site, fill the excavated area with clean earth or approved material, pack and level site within one week after the removal or demolition of the building.
 - 3.4 Where Local Authority considers it necessary to exempt the applicant from compliance with the requirements of complete removal of basement/foundation materials and permit capping of the foundation until such time as set out in the permit, the applicant shall cap the foundation in such a manner as prescribed by Local Authority or its authorized representative so as to provide for the safety of the public and prevent access by animals.
4. Where a building is to be removed or demolished and the Local Authority or its representative is satisfied that there are no debts or taxes in arrears 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.
5. 5.1 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 bylaws, the local authority, upon receipt of the fee and deposit prescribed, shall issue a permit for the removal in Schedule C.
5.2 In addition the local authority upon receipt of the fee prescribed in Section 5.4 , shall issue a permit for the placement of the building.

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.

7. ENFORCEMENT OF BYLAW

1. If any building or part thereof or addition hereto is constructed, erected, altered, repaired, renovated or reconstructed in contravention of any provision of this bylaw, 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 :
 - 7.1 entering a building
 - 7.2 ordering production of documents, tests, certificates, etc. relating to a Building.
 - 7.3 taking material samples
 - 7.4 issuing notices to owners which order actions within a prescribed time.
 - 7.5 eliminating unsafe conditions
 - 7.6 completing actions, upon owner's non-compliance with an order and adding the expenses incurred to the tax payable on the property, and
 - 7.7 obtaining restraining orders.
2. If any building, or part thereof, is in an unsafe condition due to 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 7.1.
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 of construction
 - c) Of intended partial occupancy prior to completion.

8. SPECIAL CONDITIONS

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 of a building where required by Local Authority or its authorized representative.
2. An up-to date plan or survey of the site described in a permit applications prepared by a registered land surveyor shall be submitted by the owner where required by Local Authority or its authorized representative.
3. It shall be the responsibility of the owner to ensure that changes in property lines and/or ground elevations will not bring the building or adjacent building in 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 or Regulations.

9. PENALTY

1. Any person who contravenes any portion of this bylaw shall be liable to 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.

10. REPEALED BYLAW

This hereby repeals Town of Churchbridge Consolidated Building Bylaw # 2012-006.

Mayor

Administrator

Date

Certified a true copy of Bylaw 2013-004

Carried on _____
Resolution _____

Administrator

TOWN OF CHURCHBRIDGE

SCHEDULE A- Building Permit Application

TOWN OF CHURCHBRIDGE

A 357

BUILDING DEPARTMENT

APPLICATION FOR BUILDING PERMIT

Not Valid Unless Signed by Building Inspector or His Agent and Fees Paid

CLASS OF WORK NEW _____ ALTERATION _____ ADDITION _____ REPAIR _____ DEMOLITION _____ REMOVAL _____

PERMIT No. _____ RECEIPT No. _____ DATE _____

BUILDING ADDRESS	LEGAL DESCRIPTION LOT(S): _____ BLOCK _____ SUBDIV. _____	ZONE	TYPE OF BUILDING
			ESTIMATED VALUE

OWNER _____	ARCHITECT _____	CONTRACTOR _____
ADDRESS _____	ADDRESS _____	ADDRESS _____
TELEPHONE _____	TELEPHONE _____	TELEPHONE _____

SPECIFICATIONS

AREA OF SITE		SIDE YARD		REAR YARD		FRONT YARD		GROSS FLOOR AREA		GROUND FLOOR AREA		ADJACENT SITES CHECKED			
WIDTH	LENGTH	HEIGHT	NO. OF STORIES	NUMBER OF ROOMS		WALL SHEATHING		COVERINGS		ROOF					
								EXTERIOR WALL		INTERIOR WALL					
FOOTINGS MATERIAL		WALL FOOTING SIZE		POST FOOTING SIZE		WALL MATERIAL		FOUNDATION WALL THICKNESS		BASEMENT HEIGHT		REINFORCING LONG. VERT.			
HEIGHT OF BASEMENT WALL ABOVE GROUND		HORDDING REQUIRED YES <input type="checkbox"/> NO <input type="checkbox"/>		WIDTH OF EAVES		COMP. CONC. STRENGTH		PROP. ENG. DESIGN		CITY DESIGN					
MEMBER		SIZE		SPACING		SPAN		MEMBER		SIZE		SPACING		SPAN	
BEAMS								JOISTS CEILING							
POSTS No.								RAFTERS							
JOISTS 1st FLOOR								BEARING WALLS							
JOISTS 2nd FLOOR								ROOM HEIGHT							
STUDS								BUILDING GRADES							
INSULATION		CEILING		WALLS		BASEMENT		_____ TOP OF CURB ELEVATION AT CENTER OF LOT							
CHIMNEY TYPE				CLASS		NUMBER		_____ MINIMUM HOUSE SETBACK FROM PROPERTY LINE							
HEATING TYPE				FORCED AIR		HOT WATER		_____ SEWER SERVICE ELEVATION AT PROPERTY LINE							
								_____ FINISH GROUND ELEVATION AT HOUSE							
								_____ FINISH GROUND ELEVATION AT BACK OF LOT							
								_____ LOT WIDTH							

BUILDING PERMIT APPROVED
_____, 19____
BUILDING INSPECTOR

REQUEST FOR BUILDING PERMIT

I hereby acknowledge that I have read this application and state the information contained herein is correct and agree to comply with all Town Bylaws and/or Provincial Laws regulating Building and the National Building Code.

It being expressly understood that the issuing of a Permit does not relieve the applicant from complying with all Bylaws though not called for in the specifications or shown on plans and/or application submitted.

Work shall commence within 6 months and finish within one year from date of issue or Permit will be cancelled. The use of street, sidewalk or lane during construction requires additional authorization. One set of plan to be left on the site at all times.

I acknowledge that I have received a copy of the requirements for obtaining a building permit and agree to comply with these requirements.
The Zoning of the Above named property is _____

The sideyard requirement is _____
The Front yard requirement is _____
The Rear yard requirement is _____

_____, 19____
Signed, Owner or Authorized Agent

PLOT PLANS

BUILDING PERMITS AND (OR) INSPECTIONS WILL REQUIRE 48 HOURS' NOTICE (SATURDAYS, SUNDAYS AND HOLIDAYS EXCLUDED).

INSPECTIONS

FIRST	DATE	INITIALS
SECOND	DATE	INITIALS
FINAL	DATE	INITIALS

PLUMBING, HEATING AND ELECTRICAL INSPECTIONS TO BE CARRIED OUT BY PROVINCIAL AUTHORITY.

Copies are available in Duplicate.

TOWN OF CHURCHBRIDGE

SCHEDULE B- Permit Fees

<u>1 & 2 Unit Dwellings</u>	\$100.00
<u>Dwelling Alterations & Additions</u>	\$50.00
<u>Accessory Buildings</u>	
Attached Garage or Carport	\$50.00
Detached Garage or out building (>100sq ft) (No inspection required)	\$25.00
<u>Decks (New not replacement)</u>	
Under 6'	\$25.00
Over 6' (inspection required)	\$50.00
<u>Other Buildings which include Commercial & Institutional</u>	
New Construction	\$200.00
Renovations & Additions	\$100.00
<u>Demolition or Moving Permit</u>	
Permit	\$25.00
Refundable Deposit (per Section 6.6)	\$5000.00

Pursuant to Section 5.3, additional fees, as charged by a person, firm or corporation employed under contract by the Local Authority, shall be charged in addition to the fees outlined above.

TOWN OF CHURCHBRIDGE

SCHEDULE C- Moving & Demolition Permit Application

I hereby make application for a permit to **DEMOLISH A BUILDING** situated on

Civic Address _____

Lot _____ Block _____ Plan _____

The demolition will commence on _____ and will be completed on _____, 20__.

The site work to be done after removal of building will be done by: _____

Work includes:

I hereby agree to comply with the Building Bylaw of the Town of Churchbridge and to be responsible and pay for any damage done to any property as a result of the demolition of the said building. I acknowledge that it is my responsibility to ensure compliance with any Bylaw, Act or Regulation and to obtain required permits.

Date: _____

Signature _____

OR

I hereby make application for a permit to **MOVE A BUILDING** now situated on

Civic Address _____

Lot _____ Block _____ Plan _____

To:

Civic Address _____

Lot _____ Block _____ Plan _____

Or out of the Local Authority _____

The building has the following dimensions: Length _____ Width _____
Height _____.

The building mover will be _____ and the date of the move will
be _____, 20__.

The Route taken for the move is _____

The site work to be done after removal of building will be done by: _____

Work includes:

I hereby agree to comply with the Building Bylaw of the Town of Churchbridge and to be responsible and pay for any damage done to any property as a result of the moving of the said building. I acknowledge that it is my responsibility to ensure compliance with any Bylaw, Act or Regulation and to obtain required permits.

Date: _____

Signature _____