

BYLAW #02/11

A BYLAW OF THE VILLAGE OF MEACHAM RESPECTING BUILDINGS

The council of the Village of Meacham 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 Chapter being 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 Village of Meacham.
- (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.**

\$20.00 for the first \$1000.00 of construction value
\$5/1000 thereafter up to a \$500,000 of construction value
\$2/1000 for any portion of the construction value of \$500,000 or more

- (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 remove a building shall be as follows: Residential Proprieties – house \$200.00
- garage or out building \$25.00

Commercial Properties – \$1000.00

Elevators or Railway - \$15,000.00 -

(b) (i) In addition, the applicant shall deposit with the local authority the following sum 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.

One or Two unit dwelling - \$4000

Other building under 1000 sq ft - \$2000

Other buildings over 1001 sq ft - \$5000

Garages which supplied fuel/oil products must provide a bond which would equal the amount of an environmental cleanup.

(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 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.
- (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 of construction, and
(c) of intended partial occupancy prior to completion of
construction.

SPECIAL CONDITIONS

8. (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.

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

Mayor

Administrator

Certified a true copy of bylaw number
#2/11 adopted by resolution on the 9th day
of March 2011.

Administrator

FORM A to Bylaw No. 02/2011

VILLAGE of MEACHAM , Saskatchewan

APPLICATION FOR BUILDING PERMIT

I hereby make application for a permit to _____ construct
_____ alter a building according to
_____ reconstruct
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 area (area of largest storey) _____ square metres
Fee for building permit \$ _____

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.

Date

Signature of Owner or Owner's Agent


FORM B to Bylaw No. 02/2011

VILLAGE OF MEACHAM , Saskatchewan

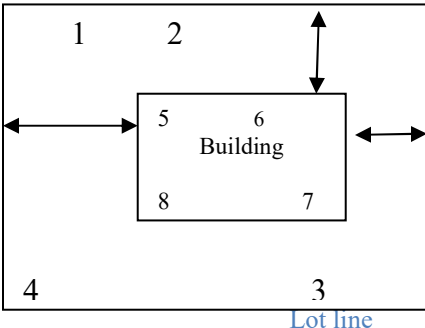
BUILDING PERMIT # _____

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.

STREE NAME: _____

Indicate which Direction north 

Lot Line

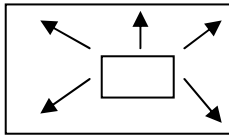


STREET ELEVATION

Elevations:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

1. Minimum clearance (if required) frof Lot lines are as per diagram
2. Direction of slope from building to Lot Lines are as per diagram



NOTE: If Street Elevation Unknown, use Elev. 1000.0'

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 to Bylaw No. 02/2011

VILLAGE OF MEACHAM , 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.

Date

Signature of Owner or Owner's Agent

FORM D to Bylaw No. 02/2011

VILLAGE of MEACHAM, 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

Appendix B — Identification Card

This is to certify that
Norbert LeBlanc
Has been appointed as a building official
by the local authority of The **Village of
Meacham** under the authority of
Subsection 5((4) of *The Uniform Building
and Accessibility Standards Act*.
Signed _____
Municipal Official

Appendix C — Order Village of Meacham

ORDER

To: _____

Re: _____

The above property was inspected on _____, 20____.

Under the authority of Section 17 of *The Uniform Building and Accessibility Standards Act*, Chapter U-1.2 of the Statutes of Saskatchewan, **you are ordered to:**

Compliance with this order is required on or before _____, 20____.

Date issued _____, 20____.

Signature of building official appointed
pursuant to Subsection 5(4) of
The Uniform Building and Accessibility Standards Act _____

An owner of a building may appeal an Order made pursuant to Section 17 to the Saskatchewan Building and Accessibility Standards Appeal board within 15 days of the date of the Order. Information regarding application for an appeal hearing may be obtained at the office of the local authority.

Appendix D – Request for Appeal Hearing

IN THE MATTER OF
THE UNIFORM BUILDING AND ACCESSIBILITY STANDARDS ACT
S.S. 1983-84, c.U-1.2
as amended by c.60 S.S. 1986-87-88, c.62 S.S. 1989-90, c.18 S.S. 1993 ("the Act")

To: **The Saskatchewan Building and Accessibility Standards Appeal Board**

NOTICE OF APPLICATION under Section 12 of the Act

NOTICE OF APPEAL under Section 18 of the Act

I (*name*) _____

of (*municipality, province*) _____

owner of a building (or proposed building) located at (*legal description, street, municipality*)

hereby (*please check the applicable request*)

_____ apply for an order exempting myself, as owner, from compliance with all or part of the accessibility standards of the Act, under Section 12 of the Act.

_____ appeal an order of the building official dated _____

issued pursuant to Section 17 of the Act and attached to this Notice of Appeal, under Section 18 of the Act

The reasons in support of my application or appeal are:

(continued on next page)

The following documents are filed in support of my application or appeal (*please check*):

- _____ design plans
- _____ as-built plans
- _____ specifications
- _____ copy of order of building official
- _____ copy of letters from local authority (municipality)
- _____ copy of building permit
- _____ other documents (*please specify*)

DATED at _____, Saskatchewan, this _____ day of _____, 20____

Signature

*Please print or type name,
mailing address, and*

telephone.

PLEASE NOTE THE FOLLOWING

This Notice of Application of Notice of Appeal must be filed with the Appeal Board at:

Saskatchewan Ministry of Corrections, Public Safety and Policing
Building Standards
101 – 1855 Victoria Avenue
Regina, Saskatchewan S4P 3T2

IF THIS IS AN APPEAL UNDER SECTION 18 OF THE ACT OF AN ORDER ISSUED BY A BUILDING OFFICIAL, THE APPEAL MUST BE MADE WITHIN 15 DAYS AFTER SERVICE OF THE ORDER ON THE OWNER BY:

- **FILING THIS WRITTEN NOTICE OF THE APPEAL WITH THE CHIEF BUILDING OFFICIAL AT THE ABOVE-NOTED ADDRESS, AND**
- **SUBMITTING TO THE CHIEF BUILDING OFFICIAL ALL SUBSTANTIATING INFORMATION CONSIDERED NECESSARY BY THE CHIEF BUILDING OFFICIAL AT THE SAME ADDRESS.**