

TOWN OF HANLEY

BYLAW NO. 4/11

A BYLAW RESPECTING BUILDINGS

The Council of the Town of Hanley 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 Council of the Town of Hanley.
(5) "Regulations" means regulations made pursuant to the Act.
(6) "Value of Construction" means the total cost of the building to the owner in its completed form and includes the cost of all building work, materials of construction, building systems, labour, overhead and profit of the contractor and subcontractors. The cost of labour and used material is deemed to be the current market cost of new material and labour.
(7) 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, as well as a site plan including the location and size of existing and proposed buildings showing distances from the property lines.
- (2) Every application for a building being moved into the Town, which is not of new construction, shall include a pre-location inspection report that has been prepared by a licensed building official. All costs associated with the pre-location inspection are the responsibility of the applicant.
- (3) A building official 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 of permit approval.
- (4) 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.
- (5) 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.
- (6) 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.
- (7) The permit fee for construction, erection, placement, alteration, repair, renovation or reconstruction of a building greater than ten (10) square meters (100 sq. ft) shall be based on the fee schedule charged by the local authority's building inspector.
 - a. Small projects such as garages, sheds, decks, patios, and basement developments will have a plan review and one on-site inspection when the building official is doing inspection work for other projects in the area at the minimum fee based on the fee schedule charged by the local authority's building inspector.
- (8) 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.
- (9) 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.

- (9) 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.
- (10) 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 properties - house \$150.00
 - garage or out buildings \$10.00
 - Commercial properties - \$150.00
 - Elevator or Railway \$15,000.00.
- (b) (i) In addition, each application shall be accompanied by the payment of a deposit fee to cover the cost of restoring the site after the building has been demolished or removed to such condition that is, in the opinion of the local authority or its authorized representative not dangerous to public safety. This fee shall be based on the quotation received by the applicant with a copy supplied to the Town; or, the applicant shall supply the Town with a Performance Bond prior to commencing the work.
- (ii) If the applicant who demolishes or removes the building restores the site to a condition satisfactory, which includes no burying of any materials on site, 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(7), shall issue a permit for the placement of the building in Form B.

(6) All permits issued under this section expire six (6) months from the date of issue except that a permit may be renewed for six (6) 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 or any bylaw of the Town of Hanley.
- (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

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.
10. Bylaws No. 04/01 and 2/10 are hereby repealed.

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

Mayor

Administrator

(SEAL)

Certified a true copy of Bylaw No.
4/11 adopted by resolution on the
14th day of February, 2011.

Administrator

FORM A

BYLAW NO.

TOWN OF HANLEY

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 stories _____ 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 _____ Size _____

Chimneys _____ Number _____ Size _____

_____ Material _____ Thickness _____

Heating _____ Lighting _____ Plumbing _____

Estimated value of construction (excluding site) \$ _____

Building area (area of largest storey) _____ square feet/meters

(please indicate)

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

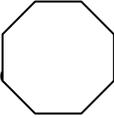
BYLAW NO.

TOWN OF HANLEY

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.

STREET NAME: _____

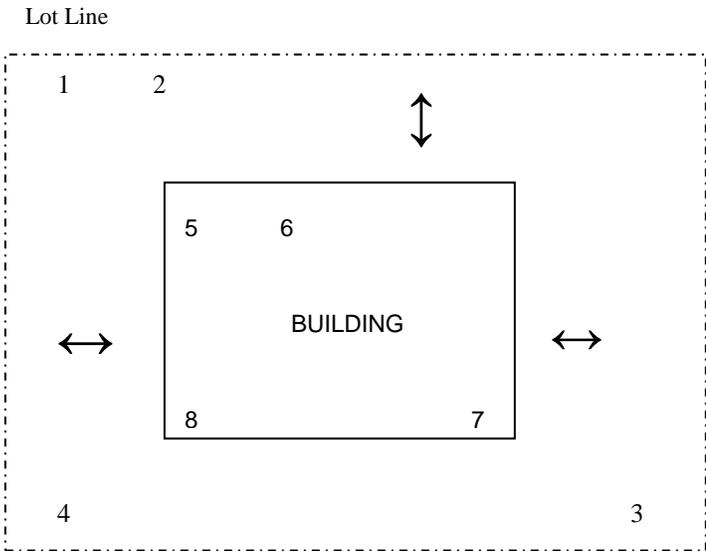
Indicate Which Direction North 

STREET ELEVATION

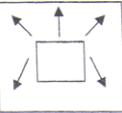
ELEVATIONS:

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

NOTE: If Street Elevation Unknown, use Elev. 100.0'



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.



Permit is issued subject to the following conditions:

variation, omission or revisions to the approved application requires approval of the
authority or its authorized representative.

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

Signature of Authorized Representative

FORM C

**BYLAW NO.
TOWN OF HANLEY
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

BYLAW NO.

TOWN OF HANLEY

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