

CITY OF HUMBOLDT

BYLAW NO. 29/2012

A BYLAW OF THE CITY OF HUMBOLDT RESPECTING BUILDINGS

The Council of The City of Humboldt 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 – 1984 and amendments.
- (2) “Regulations” means regulations made pursuant to the Act.
- (3) “Administrative Requirements” means *The Administrative Requirements for use with the National Building Code of Canada*.
- (4) “Authorized Representative” means a building official appointed by the Council pursuant to Section 5(4) of the Act.
- (5) 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 Administration 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 this Bylaw, 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 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 its authorized representative liable for damages or otherwise by reason of the fact that a building, the placement, erection, construction, alteration, repair, renovation, demolition, relocation, removal, use of 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.

BUILDING PERMITS

5. (1) Every application for a permit to erect, place, construct, alter, repair, demolish, move, renovate or reconstruct a building as determined in accordance with Schedule “B” 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 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) Building permit fees for one or more of construction, alterations, repairs or renovations of a building shall be determined in accordance with Schedule “A”.
- (6) For the purposes of Subsection (5), construction value shall be based on established construction costs, owner’s statement of costs, constructor’s contract values, or the appointed building official’s suggested value.
- (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 the date of issue if work is not commenced within that period, or
 - b. if work is suspended for a period of six months, or longer by prior written agreement of the local authority or its authorized representative.

DEMOLITION OR REMOVAL PERMITS

6. (1) Demolition or Removal Permit Fees shall be determined in accordance with Schedule “A”.

- (2) Demolition value shall be based on the tender quoted for the demolition of the building or a reasonable estimate of the demolition as submitted by the applicant.
- (3) In addition, the applicant shall provide the local authority with a deposit in accordance with Schedule “A” 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. 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 a portion thereof shall be refunded.
- (5) It shall be unlawful for any person to move or remove any building from or onto any site unless he has first obtained a permit from the local authority.
- (6) No person other than a licensed building mover shall move any building within the limits of the local authority. Every application to the local authority for a permit to move any building shall contain full particulars regarding the location of the building, the place to which it is to be moved, the object of removal, the proposed route and the time when the moving is desired.
- (7) Every application for a permit to demolish or remove a building shall be in the form provided by the local authority.
- (8) No permit shall be issued for the removal of any building unless the land from which it is to be removed is clear of all taxes and tax sales or tax liens, except with the permission of the local authority.
- (9) All permits issued under this section expire six months from the date of issue except that a permit may be renewed for one month upon written application to the local authority or its authorized representative.

ENFORCEMENT OF BYLAW

- 7. (1) If any building, or part thereof, or addition thereto is erected, constructed, reconstructed, altered, repaired, renovated or placed in contravention of any provision of this Bylaw, the local authority or its authorized representative may take any measures as permitted in 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.
- (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 Acts, bylaws 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 the Bylaw shall not relieve him/her from compliance therewith.

REPEAL BYLAW

10. Bylaw No.21/2007 is hereby repealed.

COMING INTO FORCE

This Bylaw will come into force and take effect immediately upon Ministerial Approval.

INTRODUCED AND READ A FIRST TIME this 10th day of December, 2012.

READ A SECOND TIME this 10th day of December, 2012.

READ A THIRD AND FINAL TIME this 10th day of December, 2012.

Mayor – Malcolm Eaton

(SEAL)

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

City Clerk – Sandra Pauli

SCHEDULE “A”

Building Permit Fee Structure			
	January 1 2013	January 1 2014	January 1 2015
One and Two Unit Dwelling, Townhouses			
All Floor levels excluding basement	\$0.55/ft2	\$0.60/ft2	\$0.70/ft2
Basement development or alternations to any floor	\$0.20/ft2	\$0.22/ft2	\$0.24/ft2
Garage/Accessory building (attached or detached)	\$0.17/ft2	\$0.19/ft2	\$0.21/ft2
Addition of decks or balconies to existing construction	\$0.08/ft2	\$0.09/ft2	\$0.10/ft2
Roof over decks and carports	\$0.08/ft2	\$0.09/ft2	\$0.10/ft2
Apartments (New Construction Only)- for those that fall under Part 9 of the NBC			
All floor levels including basement	\$0.55/ft2	\$0.60/ft2	\$0.70/ft2
Addition of decks or balconies to existing construction	\$0.08/ft2	\$0.09/ft2	\$0.10/ft2
Garages/Accessory building (Attached or detached)	\$0.17/ft2	\$0.19/ft2	\$0.21/ft2
All Other Construction Not Noted Above(Including Demolition Permits)			
Fee per \$1000 of Construction value	\$5.00	\$5.50	\$6.00
NOTE:	-Minimum Building Permit Fee for all construction including demolition and move-in permits - \$100.00 Deposit for Demolition permits - \$500.00		

SCHEDULE "B"



City of HUMBOLDT

INSPECTOR'S OFFICE

BUILDING (DEVELOPMENT) PERMIT

P. O. Box 2467
Humboldt, SK S0K 2A0
Tel. (306) 682-2221
Fax. (306) 682-3144

Date: _____

Building Permit No. _____

- ☐ Erect
- ☐ Demolish
- ☐ Move-In
- ☐ Renovate

Lot: _____ Block: _____ Plan: _____

Civic Address: _____

Owner: _____

Mailing Address: _____

Contract With: _____

Address: _____

Application for a Permit to: _____

Size of Building:

- | | | | |
|----|--------|---------------|----------|
| a) | House | _____ X _____ | 0 Sq/ft. |
| b) | Garage | _____ X _____ | 0 Sq/ft. |
| c) | Deck | _____ X _____ | 0 Sq/ft. |
| d) | Other | _____ X _____ | 0 Sq/ft. |

Lot Size(frontage): _____ Number of Stories: _____

Type of basement: _____

Estimated Cost: House: _____ \$0 Total \$. _____ \$0

Garage: _____ \$0

Deck: _____

Permit Amount: _____ \$0

Renovation: _____

Occupany _____

Other: _____

Zone _____

Regulations that must be adhered to:

- 1. No work is to be undertaken until application has been approved and a permit issued by the City of Humboldt.
- 2. The undersigned agrees to comply with all Zoning, Building, Fire, Health and any other Provincial Codes and to comply with any caveats or liens registered against said lands or property.
- 3. No excavations may be started until location of foudation is approved by the City Inspector.
- 4. A copy of the floor and building plans must be submitted with application of permit. A registered survey certificate and a site plan must be submitted upon request of the City Inspector. For move-in permits, at least two (2) photos of building must be attached to the application.
- 5. The elevation of the residence must be eighteen (18) inches more or less above the sidewalk and the builder must notify the City prior to pouring footings in order that the City may verify the elevations.
- 6. SaskPower and SaskTel must be notified prior to construction to locate underground services.
- 7. The undersigned agrees that the construction, demolition, move-in, or renovation will be completed within six(6) months of date of issue of permit and they will clean up debris and material resulting from the work.
- 8. Construction is completed when all the painting, siding and roofing is finished. Used material may only be used with permission of the Inspector and all conditions stipulated by the Inspector are adhered to.
- 9. No building can be permanently occupied until a final inspection is completed by the City Inspector and an occupancy permit is issued.

Subcontractors and Suppliers of Materials.

Excavation:	self	Cement:	
Framing:		Roofing:	
Siding:		Insulators:	
Drywall:		Floor Covering:	
Masonry:		Eavestroughing:	
Plumbing:		Electrical:	
Painting:		Cabinets:	
FirePlace:		Other:	

Signature of Applicant: _____

Address: _____

For Office use only			
Application has:	()	been approved	() not approved
Accepted date of application:	_____		
Elevation Fee:	_____		
Permit Fee Total:	\$0	Invoice No:	_____ Receipt No: _____
Total:	\$0	_____	

City of Humboldt Building Official			