

**CITY OF YORKTON
SASKATCHEWAN**

BYLAW NO. 28/2002

**A BYLAW OF THE CITY OF YORKTON TO ESTABLISH THE ISSUANCE
OF BUILDING PERMITS AND TO PROVIDE FOR FEES THEREOF**

The Council of the City of Yorkton in the Province of Saskatchewan in Council assembled enacts as follows:

SHORT TITLE

1. This bylaw may be cited as the Building Bylaw.

DEFINITIONS

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 City of Yorkton.
- (5) “Regulations” means regulations made pursuant to the Act.
- (6) “Value of Construction” means the total cost to the owner for the building construction 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.
- (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 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 the Act and Regulations is to be undertaken; and shall include but not be limited to:
 - a) new building construction, including garages, decks, swimming pools and mobile homes;
 - b) structural changes to existing buildings;
 - c) new and used ready to move (RTM) buildings;
 - d) demolition, repair, relocation, alteration or addition to an existing building or structure;
 - e) change of occupancy or use of an existing building;
 - f) accessory buildings that are greater than 100 ft²;
 - g) decks over 8 inches above grade, and roof enclosures over existing or new decks; and
 - h) basement development in an existing dwelling.
- (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 requirement 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 made to the local authority and shall be accompanied by one set of plans for one and two unit dwelling, and two sets of plans and/or specifications for all other buildings, 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 building permit.
- (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 or demolition of a building shall be based on the following fee schedule:

Value of Construction	Permit Fee
First \$100,000.00	\$5.00/\$1,000.00
Balance Over \$100,000.00	\$4.00/\$1,000.00
Demolition Or Removal Permits	\$25.00
Minimum Permit Fee	\$25.00
For Work Commenced Prior to Issuance of Permit	2 x Calculated Permit Fee

- (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 of time, 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) The fee for a permit to demolish or remove a building shall be the fee identified in 5(5) herein.
- (2) Where a building is to be demolished or moved and the local authority 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, shall issue a permit for demolition or removal.
- (3) 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) enter a building;
 - (b) ordering production of documents, test, 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 measure 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 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

9. (1) Any person who contravenes any of the provisions of this bylaw shall be liable to the penalties 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. Repealing Bylaw
Bylaw No. 6/2001 passed on the 12th day of February, 2001 is hereby repealed.
11. Effective Date of Bylaw
This bylaw shall come into force and take effect from the date on which it is approved by the Minister.

MAYOR

CITY CLERK

Introduced and read a first time this 9th day of December A.D., 2002.

Read a second time this 9th day of December A.D., 2002.

Read a third time and adopted this 9th day of December A.D., 2002.