

RURAL MUNICIPALITY OF VANSCOY

306-668-2060
 connect@rmvanscoy.ca
 Box 187, Vanscoy, SK S0L 3J0



Building Permit Application

Rural Municipality of Vanscoy No. 345

Building Permit Application under *The Construction Codes Act*

Applicant Information (permit applicant can be an agent of the owner)

Company	company name if applicable
Primary Contact	primary contact for project
Mailing Address	for correspondence purposes
Phone	
Email	

Owner Information (include all owners listed on the property title or attach in a separate sheet)

Registered Owners Names	
Mailing Address	
Phone	
Email	

Permit Information

Project Location	civic address or legal description	
Project Description	written description of project	
Project type (check one)	<input type="checkbox"/> New Construction <input type="checkbox"/> Addition, Alteration, Repair or Renovation to Existing Building <input type="checkbox"/> Temporary Structure <input type="checkbox"/> Relocation of an Existing Building <input type="checkbox"/> Demolition of an Existing Building	
Attached	Code analysis <input type="checkbox"/> Yes <input type="checkbox"/> No Construction Plans and Specifications <input type="checkbox"/> Yes <input type="checkbox"/> No	
Building Area and Height	area in square meters	height in storeys
Value of Construction	\$	

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General Contactor Information (a building owner can be identified as a self-contractor)

Company	
Project Contact	
Mailing Address	
Phone	
Email	

Lead Designer (this is the individual responsible for the overall design...all other designers should be included on a separate sheet attached to this application)

Company	
Project Contact	
Address	
Phone	
Email	

Declaration by Applicant

I hereby declare that the above statements contained within this application and attached drawings are true and correct. I agree that where required, a Development Permit must be issued in order for the Building Permit to be valid. Neither document relieves the owner, the applicant, or the owner's agent from complying with all municipal bylaws and/or Provincial and Federal acts and regulations including the National Building Code (NBC) and the National Energy Code for Buildings (NECB) and the National Plumbing Code (NPC), and that it is my responsibility to ensure compliance with such legislation, regulations, bylaws and codes regardless of any plan review or inspections that may or may not be carried out by the building official, local authority or its authorized representatives. I agree that no construction shall commence without proper permits and approvals. **Lastly, by completing and signing this document, I declare I am aware that if my building permit application is approved for construction, renovation, addition, erection, placement, alteration, or repair of a dwelling, the RM of Vanscoy will collect a \$1,500 deposit at the time of permit issuance.**

Name of Applicant (if different from the Registered Owner)	
Signature	

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Date	
Registered Owner Name	
Registered Owner Signature	
Date	

Information sheet for Building Permit applications within the RM of Vanscoy No. 345

Notes:

A Code Analysis provides detailed information on provision of the NBC, NECB or NPC that apply to the specific project demonstrating design and construction is intended to meet minimum requirements.

Value of Construction is 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 and overhead and profit of the contractor and subcontractors.

Building area means the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the outside surface of exterior walls and the centre line of firewalls.

Building height (in storeys) means the number of storeys contained between the roof and the floor of the first storey.

1. All buildings require a building permit except for an accessory building not greater than 100 sq ft. A complete building permit application form will be required along with 2 sets of building blueprints or plans. An engineered stamped blueprint or plan is required for all builds.
2. The site plan submitted with the Development Permit application should be sufficient providing no change is made to the original site plan.
3. Please allow 4 – 6 weeks for processing time.
4. Building permit fee:
Invoiced after review by the building inspector - Municode.
The RM charges an administrative fee of 20% on top of Municode's fee for the processing, handling and issuance of all building permits as well as SAMA's fee of \$25 for their review.

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5. **Construction garbage** - Please ensure construction garbage is contained within the construction site and removed within a timely basis.
6. Steps in making an application for building:
 - i. Contact the municipal office to obtain a Building Permit Application Form.
 - ii. Complete all sections of the Building Permit application form as accurately as possible and return to the administration office.
 - iii. Where a building is being constructed, a Development Permit Application should accompany the building application if possible or be submitted previously. The building permit can be applied for after applying for the development permit, but the building dimensions, etc. must remain the same as initially stated on the site plan. If there is a revised site plan, a revised development application will be necessary along with the revised plan.
7. Complete the declaration of the applicant and sign and date the application for the building permit application.
8. The municipality may require additional information prior to making a decision regarding approval. The Municipality or Building Inspectors may request various reports and/or documents to support the application. Incomplete applications will delay approval.
9. Once your application is approved by the Building Inspectors the RM Office will contact the owners regarding final payment and pick up of the building permits. No building shall be started until a permit has been issued.
10. **For Your Information:** Please check with your insurance provider that the fire insurance coverage is a recommended minimum of \$50,000.

11. **Contact information:**

RM OF VANSCOY NO. 345
PO Box 187, Vanscoy, SK. S0L 3J0

Phone **306-668-2060**
Fax **306-668-1338**
Email planner@rmvanscoy.ca

Municipal Building & Commercial Inspector: Municode (306-955-6355)



Municipal Development Officer:
Saskatoon Health Region:

Jodi Henares
306-655-4605

NEW – Building Permit Deposit

As per resolution 07-11-2024, if a building permit application is approved, the RM of Vanscoy will collect a \$1,500 deposit at the time of permit issuance for construction, renovation, addition, erection, placement, alteration, or repair of dwellings. Please see the following information regarding the deposit:

- 1. The deposit shall be collected at the time of permit issuance and will be held as security for the satisfactory completion of the construction work and/or approval for occupancy.*
- 2. The deposit is refundable upon the satisfactory completion of the work and successful final inspection, in compliance with the Building Bylaw and any additional conditions set forth in the permit.*
- 3. If the construction or renovation does not comply with the permit conditions or is not completed satisfactorily within 24 months from the date of issue, the local authority reserves the right to withhold all or part of the deposit to cover any deficiencies or non-compliance issues.*

Roadside Development

When building a structure, planting trees, constructing approaches or excavating near a provincial highway, you may need a roadside development permit.

A permit is needed for any work within 90 metres (m) (approximately 295 feet) of the property line (or right-of-way edge) of a provincial highway. This is done to:

- Keep sight lines clear and provide safe driving;
- Leave space for future highway improvements;
- Control snow drifting; and
- Maintain the integrity of the highway.



Smoke & Carbon Monoxide Alarm Installation Requirements New Rules Effective July 1, 2022

On January 1, 2022, the *Construction Codes Act* and *Building Code Regulations* came into effect in Saskatchewan replacing the *Uniform Building and Accessibility Standards Act and Regulations*.

The *Building Code Regulations* has the following requirements that will come into force on **July 1, 2022**:

1. Every building that contains a residential occupancy is required to have smoke alarms installed inside **each bedroom**, in the **bedroom corridor**, and **each storey without a bedroom**. These smoke alarms are permitted to be battery operated. **If** the building was constructed before June 6, 1988, then the batteries used for the smoke alarms must be 10-year batteries (see photo attached for example of 10-year battery alarm).
2. Every building that contains a residential occupancy is required to have a carbon monoxide alarm installed inside **each bedroom OR** within 5 m (16') of **each bedroom door**. These carbon monoxide alarms are permitted to be battery operated. **If** the building was constructed before October 1, 2009, then the batteries used for the carbon monoxide alarms must be 10-year batteries (see photo attached for example of 10-year battery alarm).



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What does this mean for owners?

If your residence is missing smoke and/or carbon monoxide alarms in the locations listed above, then as the owner it is your responsibility to install the missing alarms.

The municipality and building officials, *MuniCode Services Ltd.*, are not required to enter every property to ensure that these alarms are installed. However, when a building official does enter the building for other reasons (building permit related), then due diligence by verifying the installation will be completed.