NO CONSTRUCTION SHALL START PRIOR TO ACQUIRING YOUR PERMITS!!

In order to speed up the approval process, please ensure you have completed the following:

1. Zoning Requirements
   - Determine your zoning type using the subdivision map on our website. Go to www.bigriver.ca/ RM Homepage/ Maps/ Subdivisions and scroll to your subdivision. At the bottom of your subdivision page, you will find your zoning type. If there are multiple types contact our office to verify with your lot and block number.
   - Once the zoning type has been determined, download the correct zoning information from Development/ Zoning on our website. ***This information will tell you everything you need to know about what you can and cannot do on your property.***

2. Development Permit Application
   - Building permits will not be issued without a Development Permit.
   - Ensure you comply with the zoning requirements, including setback requirements.
   - Complete the Development Permit Application and submit it to the RM office along with the $50.00 Development Permit Fee.

3. Building Permit Application
   - Complete the Building Permit Application and submit it along with 1 complete set of plans to the RM office.
   - Your application will be forwarded to BuildTECH Consulting & Inspections Inc., to ensure it complies with the National Building Code Standards.
   - Once the RM has received notification from BuildTECH that your building complies with the NBCS, along with confirmation of completed building value, you will be invoiced for the review costs. Once the invoice has been paid, the building permits will be issued.

If you have any questions, please call our office at (306) 469-2323 or email us at rm555@rmofbigriver.ca.

Section 6(1) The Construction Codes Act (…the owner of each building in Saskatchewan shall ensure that the building is designed, constructed, erected, added to, placed, altered, repaired, renovated, demolished, relocated, removed, used or occupied in accordance with the construction standards."

If you have any questions related to building standards, please call BuildTECH Consulting at (306) 370-2824 or email to inspection @btinspections.ca.

NOTE: No accessory building (garage or shed, etc) may be built prior to the dwelling being built.

Instructions on completing Development & Building Application Package:

- Complete **ALL** pages and submit it to the RM office, along with a site plan and the Development Permit Application Fee of $50.00. Discretionary Use will be determined in office when application is received.
- Section 5 of the Development Permit Application **must** be left blank and will be completed from maps at the RM office when the permit is submitted.
- Site plan must be completed with all setbacks clearly marked from building to all 4 property lines, north direction, all accessory buildings and drainage direction.

Application for Building Permit

- Must be completed and submitted to the RM office, along with all required drawings, information and forms included with the Permit Application Checklist from BuildTECH Consulting & Inspections Inc.

Permit Application Checklist – BuildTECH

- BuildTECH supplies these forms that must be completed before the permit will be approved. Once approved by BuildTECH the invoice will be emailed.
- To speed up the approval process ensure all forms are completed before returning.
- Any questions regarding the Energy Efficiency Compliance Form can be made to BuildTECH at (306) 370-2824.

Application for a Permit to Demolish or Move a Building

- Must be completed and submitted to the RM office for any building to be moved into or out of the municipality. There is no charge for a moving permit. The RM must be informed when the moving of the building is complete.
- Must be completed and submitted to the RM office for any building to be demolished within the municipality, along with the Demolition Permit Fee of $50.00. The RM must be informed when the demolition is complete. RM will inform SAMA of the removal of building so they property can be re assessed.

Rural Plumbing/Sewage Disposal Permit Application - Submit to Regional Health Authority

- Must be completed and submitted to Regional Health Authority - Health Inspection office to apply for a plumbing/sewage disposal permit. Permit can be submitted to public.health.inspection@paphr.sk.ca or call for more information (306) 765-6600.
- A copy of the approval must be submitted to the RM before permits will be issued.

All documents must be fully completed and submitted as one package or the documents will be returned which will delay the approval process.

E-transfer: payments@rmofbigriver.ca
Cheque, cash or debit.

Rural Municipality of Big River No. 555

DEVELOPMENT PERMIT APPLICATION

Applicants are encouraged to check the regulations in the RM of Big River No. 555 Zoning Bylaw, 23-01-02 that governs the type of development proposed prior to completing the application. Fill out only those sections of the application which are relevant to your proposal. Attach additional sheets if necessary.

1 Applicant Information

Full Name _____
Address _____
_____
Phone _____
Email _____

2 Registered Owner Information (if different from applicant)

Full Name _____
Address _____
_____
Phone _____
Email _____

3 Property Information (include any applicable)

Subdivision_____ Lot_____ Block_____ Plan No. _____

Part_____ Section_____ Township_____ Range_____ W3rd

e.g. NE 27-56-07

4 Proposed Development Information

a) Existing use of land and/or buildings: _____
_____
_____
_____ **EXISTING SIZE:**_____

b) Proposed use of land and/or buildings: _____
_____
_____
_____
_____ **PROPOSED SIZE:** _____

c) Proposed construction and alteration of buildings: _____
_____
_____
_____
_____

d) List any adjacent or nearby land uses: _____
_____
_____

e) Any additional information which may be relevant:_____
_____
_____

f) Proposed date of start: _____ g) Proposed date of completion: _____

5 Potential Development Constraints — RM OFFICE USE ONLY

FOR RM USE ONLY: Consult the RM of Big River No. 555 Official Community Plan Bylaw, No.23-01-02 Maps 1 through 5 and indicate with [×] whether the proposed development site is located **within** any of the following areas:

Map 1 – Preferred Transportation Corridors

Preferred transportation corridor ..... [ ]

Map 2 – Soil Capability for Agriculture

High capability (green) ..... [ ]
Moderate capability (yellow) ..... [ ]
Low capability (red) ..... [ ]
Organic (brown) ..... [ ]

Map 3 – Separation Distances Required by a Potential ILO
(FOR ILO APPLICATIONS ONLY)

No ILOs Permitted ..... [ ]
ILOs up to 499 Animal Units ..... [ ]
ILOs up to 2,000 Animal Units ..... [ ]
ILOs > 2,000 Animal Units ..... [ ]

Map 4 – Development Constraints

Terrestrial wildlife habitat ..... [ ]
Wetland ..... [ ]
1 km rural-urban fringe ..... [ ]
Future urban growth area ..... [ ]
457 m lagoon setback ..... [ ]
First Nations reserve ..... [ ]
Provincial parks & recreation sites ..... [ ]
Resort / country residential subdivision ..... [ ]
Recreation development ..... [ ]

Map 5 – Digital Elevation Model

Approx. elevation between 462—554 (blue—cyan) ..... [ ]
Approx. elevation between 554—645 (yellow—red) ..... [ ]

6 Site Plan / Vicinity Map

On the last page of this development permit application, show a Site Plan / Vicinity Map of the proposed development that shows:

a) dimensions of the site
b) location and size of all existing and proposed buildings and structures
c) utility lines, easements, or topographic features
d) proposed location of sewage system and water supply
e) access points to provincial highway or municipal road
f) ***FOR ILOS ONLY:*** the location, distance, and direction to neighbouring sites/dwellings

7 Application Fees

As per the RM of Big River Zoning Bylaw No. 23-01-02, the applicable fees for a development permit are as follows:

a) Development Permit: $50.00
b) Building Permit BuildTECH: Determined by sq. ft./Inspection
c) Building Permit RM Office: Determined by sq. ft./Office Fee
d) Discretionary Permit: $200.00

These fees are in addition to any fees relating to a zoning amendment. ***Please contact the RM office for the amount to submit.***

8 Declaration of Applicant

I, of the in the Province of solemnly declare that the above statements contained within this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the Canada Evidence Act. I have no objection to the entry upon the land described herein by the person(s) authorized by the Rural Municipality of Big River No. 555 for the purpose of site inspections required for reviewing this application.

I understand the information provided in this application will be shared with Saskatchewan Assessment Management Agency (SAMA).

_____ _____

Signature of Applicant Date

RURAL MUNICIPALITY of BIG RIVER No. 555

— SASKATCHEWAN —

SITE PLAN / VICINITY MAP

Additional Information

Please reference which section the additional information is referring too.

I hereby make application for a permit to

☐ Construct
☐ Alter
☐ Reconstruct

A building according to the information below and to the plans and documents attached to this application.

Legal land description:

Subdivision_____ Lot_____ Block_____ Plan No. _____

Part_____ Section_____ Township_____ Range_____ W3rd
e.g. NE 27-56-07

Owner _____ Email _____ Telephone _____
Engineer_____ Email _____ Telephone _____
Contractor _____ Email _____ Telephone _____

Square footage of building_____

- **Accessory buildings shall not be constructed or placed on any site prior to the construction of the principal building.**
- **Building permit must be completed and submitted to the RM, along with all required drawings, information and forms included. You will be invoiced for the building permit once the permit has been approved and prior to the issuing of the permits.**
- **I hereby acknowledge that I understand that permission to begin building is not granted to me until a Building Permit (Form B to Bylaw 17/19), signed by the Building Official or Administrator, and is returned to me.**
- **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.**
- **I hereby acknowledge that I have read this application and certify that the information contained herein is correct.**

_____ _____
Date Signature of Owner or Owner's Agent

BuildTECH
Consulting & Inspections Inc.
Building & Fire Code Consulting & Inspections

p: 306.370.2824
f: 306.978.3014
e: info@btinspections.ca
Box 1612 . Martensville, SK . S0K 2T0

www.buildtechinspections.ca

Permit Application Checklist – DECK

Home Owner/Builders: The following information is required when submitting an application for a residential building permit and before a building permit is issued. The plan review will not begin until all required information is provided.

APPLYING FOR A BUILDING PERMIT DOES NOT EQUATE TO PERMISSION TO START CONSTRUCTION – BUILDING PERMITS WILL BE ISSUED BY THE MUNICIPALITY ONCE ALL ZONING AND BUILDING APPROVALS ARE COMPLETE.

Required Information:

A complete set of plans are required to be submitted and shall include the following:

- **"Deck Checklist"** properly filled out.
- **Site Plan** with the following information:
  - Show size and location of proposed house, size and location of existing buildings on property, lot dimensions and shape, distance between buildings and property lines, and include a North direction arrow.
- **Floor Plans** with the following information:
  - Show overall floor plan of deck including stair location and dimensions, and all railing locations
- **Structural Drawings** with the following information:
  - Foundation, post, beam, and joist layout, sizes, locations, and spans.
  - A completed "Deck Worksheet" form will provide most of the required structural information.
  - See also "BuildTECH Bulletin – DECKS, FAQ".

When is an Engineer Required?

- Professionally designed sealed engineer drawings may be required for the following conditions:
  - The use of screw piles.
  - Concrete piles in certain situations, including if they support roof load.

Required On-Site Inspections: (inspection requirements may change depending on the project type and size)

- One inspection is required when the deck framing is complete, and it is ready for use including completion of all railings.
- If framing is to be covered with finishes, call for inspection prior to installation of any finishes.

Inspection Call-In Program:

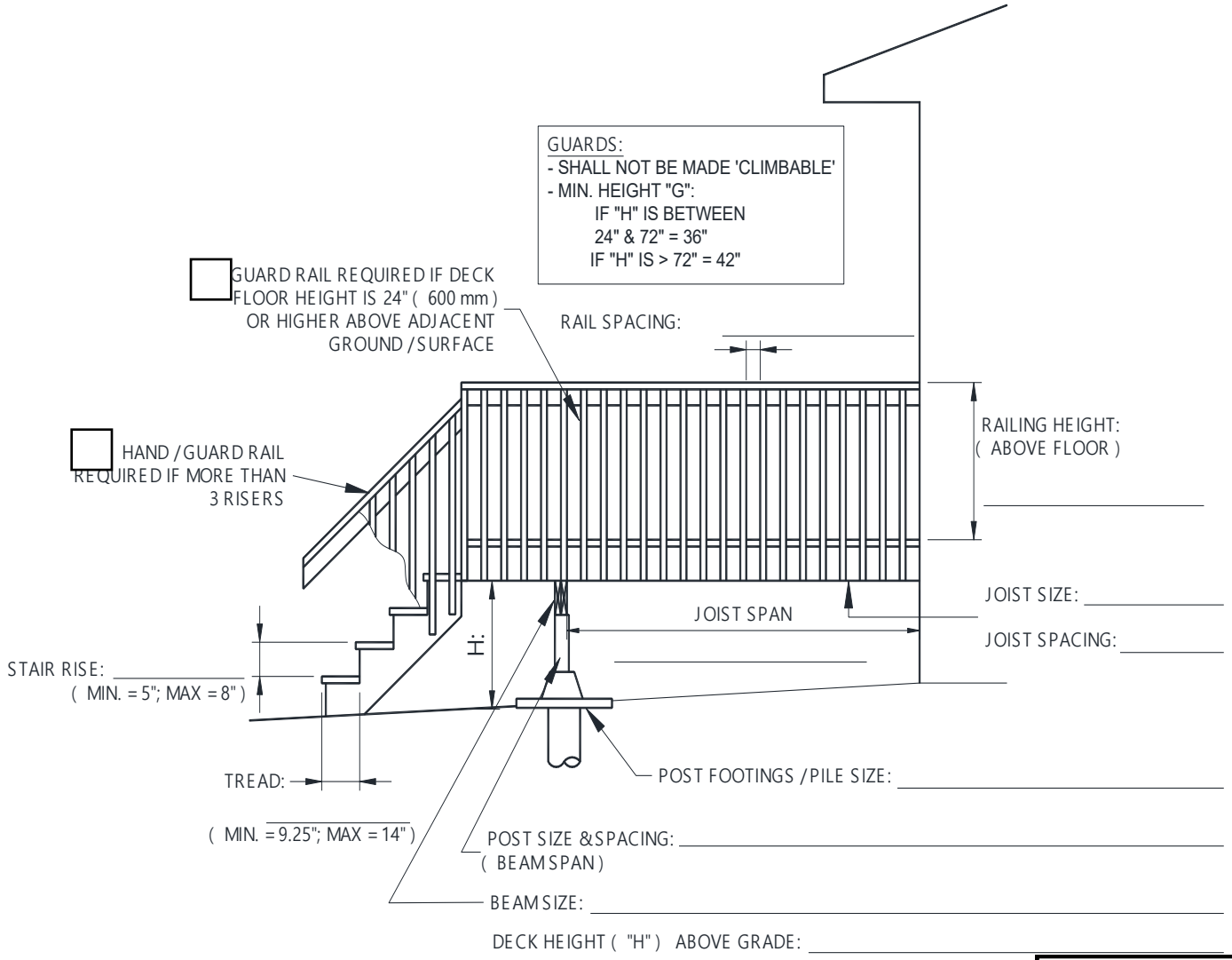
- It is the owner's responsibility to contact BuildTECH to arrange for all mandatory inspections.
- Work shall not proceed to a point that would cover up any required inspection stages.
- Failure to notify BuildTECH with appropriate time frames could lead to measures to uncover work at the owner's expense.
- Contact BuildTECH at 306-370-2824 to arrange for inspections; please provide at minimum 72 hours' notice.

RESIDENTIAL DECK - PERMIT APPLICATION CHECKLIST

Applicant's Name: _____

Project Street Address: _____

Please fill in all requested information and checkboxes to ensure a proper building code assessment can be completed prior to issuing a building permit.



SITE PLAN:
Please provide a site plan for this project showing your proposed Deck. It is recommended that your proposal be drawn on **photocopied** Real Property Report or Surveyor's Certificate. Do not use your 'only copy' of these documents as the municipality is not responsible for lost or damaged reports.

The SITE PLAN should include the following:

- Size and location of proposed deck.
- Distance to all property lines.
- Dimensions of deck.
- Location of steps & railings.
- All other existing buildings.

☐ Site Plan Attached

Prepared by
BuildTECH Consulting & Inspections Inc.
www.buildtechinspections.ca

DECK DEVELOPMENT CHECKLIST, PAGE 2 CODE ARTICLES	
Article NBCC 2015	**Description The following NBCC Article descriptions are summaries of the articles and sentences, not the actual NBCC 2010 code article.**
9.3.2.9.	Structural wood framing members shall be pressure-treated to resist decay where the vertical clearance between the framing members and the ground is less than 150 mm (6”).
9.8.7.1.	A handrail is required for exterior steps with more than 3 risers. The handrail height is to be between 865 mm (34”) and 965 mm (38”) high.
9.8.8.	Guard rails are required around decks & landings where the surface is more than 600 mm (24”) higher than the adjacent ground. Guard rails are required to be minimum 900 mm high (36”), and 1070 mm (42”) high where the surface is more than 1800 mm (72”) above the adjacent ground. 900 mm (36”) high guard rails (measured vertically from a line drawn through the stair nosings) are required on flights of steps where the tread height is more than 600 mm (24”) above the adjacent ground. Openings through any guard shall be of a size that will prevent the passage of a spherical object having a diameter of 100 mm (4”). Where decks are more than 4.2 m (13’-9”), guards are to be constructed so that they will not facilitate climbing, where all elements protruding from the vertical and located within the area between 140 mm and 900 mm above the floor or walking surface protected by the *guard* conform to at least one of the following Clauses: a) they are located more than 450 mm horizontally and vertically from each other, b) they provide not more than 15 mm horizontal offset, c) they do not provide a toe-space more than 45 mm horizontally and 20 mm vertically, or d) they present more than a 2-in-1 slope on the offset.
9.17.2.2.	The wood posts are required to be laterally supported if the distance from finished ground to the underside of the joists is more than 600 mm (24”). Toe-nailing beams to posts is not considered adequate lateral support. Provide mechanical connections that will provide lateral support, or lateral bracing (i.e. knee bracing) connecting the posts to the deck frame.
9.17.2.2.	Where the distance from grade to the underside of the deck joists is more than 2 m (6’), then posts supporting the deck beam shall be minimum 6x6, or 3-ply 2x6 built-up columns. 4x4 posts are not permitted. Decks where the distance from grade to the underside of the deck joists is more than 2 m (6’) shall be supported on concrete piles, minimum 10” diameter x 10’ deep c/w Sonotube and re-bar, and adequate means of securing the post to the piles.
9.23.1.1.	The maximum spacing for stair stringers is 30” o.c.
9.23.4.2.	The maximum span (distance between posts) for a 2 ply 2x10 beam is 9’-4”. The maximum span (distance between posts) for a 2 ply 2x8 beam is 7’-8”. Other beam spans are to be designed in accordance with Sentence 9.23.4.2. of the NBCC 2010, or the Canadian Wood Council’s “Span Book”.
9.23.9.4.	The joists are required to be blocked, strapped, or cross-bridged at mid-span.
9.23.9.9.	The maximum length of the joist cantilever past the beam is 600 mm (24”) for 2x8 joists, and 750 mm (30”) for 2x10 joists.

BuildTECH Bulletin

DECKS – Frequently Asked Questions

This is not meant to be explicit "How To" construction advice. Providing building code enforcement services does not permit BuildTECH to 'design' projects for owners. If you require additional information, or you are unsure of or confused by the information provided, please consult with a qualified contractor for all details concerning construction of a deck. Material suppliers can also be good sources of information regarding construction of decks.

Q: *Do I need to use piles or will surface deck blocks be adequate?*
A: Deck foundations are not specifically prescribed in the building code. And although there could be noticeable deck movement from frost, typically, surface mounted deck foundation systems like "deck blocks" or concrete pads have been proven to function as adequate foundations for decks. However, as decks get higher off the ground or support additional loads from a roof, the movement can become more noticeable, and be more of a structural concern.
When the height measured from ground to the underside of the joists is more than 72" (1800mm) or a roof is being supported, concrete piles or screw piles are required, and posts shall be at least 6"x6" or 3-ply 2"x6" – no 4"x4" posts.
Lateral bracing is very important as well; lateral bracing could be met with proper knee bracing or an appropriate mechanical connection bracket. Toe-nailing is not adequate lateral support.

Q: *How should my ledger be attached to the house rim joist?*
A: Generally speaking, 3 x 3-1/2" nails installed every joist space will support the ledger board, or ½" lag or through bolts installed @16" o.c. alternating stagger at 2" from top and 2" from bottom. If you have an Emercore rim joist you will need to reference the manufacturer's literature on how to properly attach a deck.

Q: *How big does my beam need to be? How many posts do I need? What size joists do I need?*
A: There are many variables that determine the size and spacing of deck frame components. Attached are tables showing the distance a beam or joist can span between supports. Please refer to these when designing your deck.

Q: *Can I use screws to mount my joist hangers and deck brackets?*
A: No. Screws do not provide enough shear strength to properly support joist hangers or other brackets with shear forces on them. Hangers are designed to be secured with high-shear hanger nails – hot dipped galvanized should work best with galvanized metal hangers and brackets.

Q: *How high does my guard rail need to be on my deck?*
A: The height of guardrails is dependent on the height of the deck, measured between the deck surface and the adjacent ground level. If the distance is between ≥ 24"(600mm) and ≤ 72"(1800mm) the height of the guardrail is required to be at least 36"(900mm) high, and if it is ≥72"(1800mm) the guardrail is required to be 42"(1060mm) high. Also, it must be constructed so no part can facilitate climbing and the maximum distance between the vertical rails is 4"(100mm).

Q: *When do I need a handrail on my steps? When do I need a guardrail on my steps?*
A: A handrail is required when there are **more than** 3 risers, and a guardrail is required when the tread height is more than 24" (600mm) above the adjacent ground.

Q: *What dimensions do I need for my steps?*
A: The dimension of the riser must be between 5" and 8", while the dimension of the tread must be between 9.25" and 14". All steps must have uniform rise and uniform run. This means that in a flight of stairs, every riser must be the same height, and every tread must have the same depth. For this reason pre-fabricated metal stringers may not always fit properly at the top and/or bottom of the steps.

Joist Sizing Table

Joist Sizes	2x6			2x8			2x10			2x12		
Spacing	**12”o.c.**	**16”o.c.**	**24”o.c.**	**12”o.c**	**16”o.c.**	**24”o.c.**	**12”o.c**	**16”o.c.**	**24”o.c.**	**12”o.c**	**16”o.c.**	**24”o.c.**
Joist Span	10’-4”	9’-4”	8’-2”	13’-6”	12’-4”	10’-9”	17’-3”	15’-8”	13’-9”	20’-4”	18’-9”	16’-8”

*Joist span – distance between supports

2-Ply Beam Sizing Table

Supported Joist Length	2 ply 2”x6”	2 ply 2”x8”	2ply 2”x10”	2 ply 2”x12”
8’-0”	6’-1”	7’-8”	9’-4”	10’-10”
10’-0”	5’-7”	6’-10”	8’-4”	9’-8”
12’-0”	5’-1”	6’-3”	7’-7”	8’-10”
14’-0”	4’-9”	5’-9”	7’-1”	8’-2”
16’-0”	4’-5”	5’-5”	6’-7”	7’-8”
18’-0”	4’-2”	5’-1”	6’-3”	7’-1”
20’-0”	4’-0”	4’-10”	5’-9”	6’-7”

*Supported Joist Length – ½ joist span measured between supports.

Large Beam Sizing Table

	2”x8”			2”x10”			2”x12”		
Supported Joist Length	**3 ply**	**4 ply**	**5 ply**	**3 ply**	**4 ply**	**5 ply**	**3 ply**	**4 ply**	**5 ply**
8’-0”	10’-7”	12’-2”	13’-8”	12’-11”	14’-11”	16’-8”	15’-0”	17’-4”	19’-4”
10’-0”	9’-5”	10’-11”	12’-2”	11’-7”	13’-4”	14’-11”	13’-5”	15’-6”	17’-4”
12’-0”	8’-8”	10’-0”	11’-2”	10’-7”	12’-2”	13’-7”	12’-3”	14’-2”	15’-10”
14’-0”	8’-0”	9’-3”	10’-4”	9’-9”	11’-3”	12’-7”	11’-4”	13’1”	14’-8”
16’-0”	7’-6”	8’-8”	9’-8”	9’-2”	10’-7”	11’-`10”	10’-7”	12’-3”	13’-8”
18’-0”	7’-1”	8’-2”	9’-1”	8’-7”	9’-11”	11’-1”	10’-0”	11’-7”	12’-11”
20’-0”	6’-8”	7’-9”	8’-8”	8’-2”	9’-5”	10’-8”	9’-6”	10’-11”	12’-3”

*Supported Joist Length – ½ joist span measured between supports.

Built-up Wood Beams

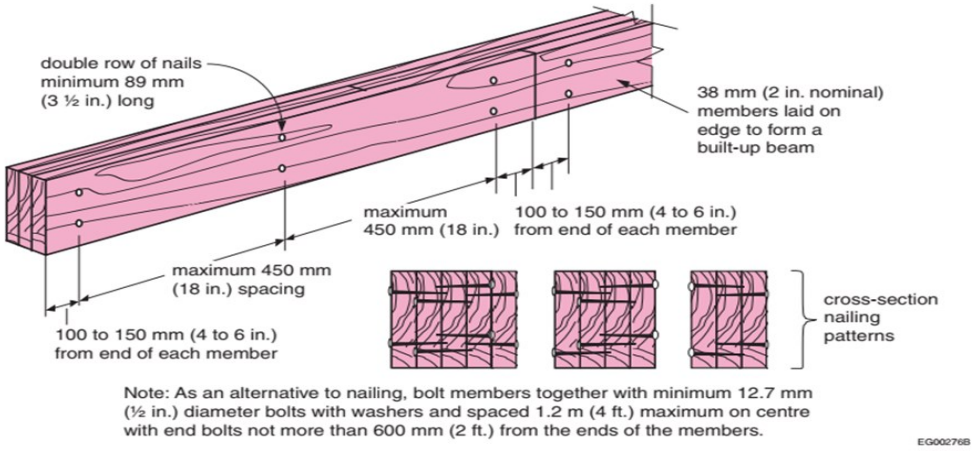


Figure 9.23.-11
Nailing of built-up beams

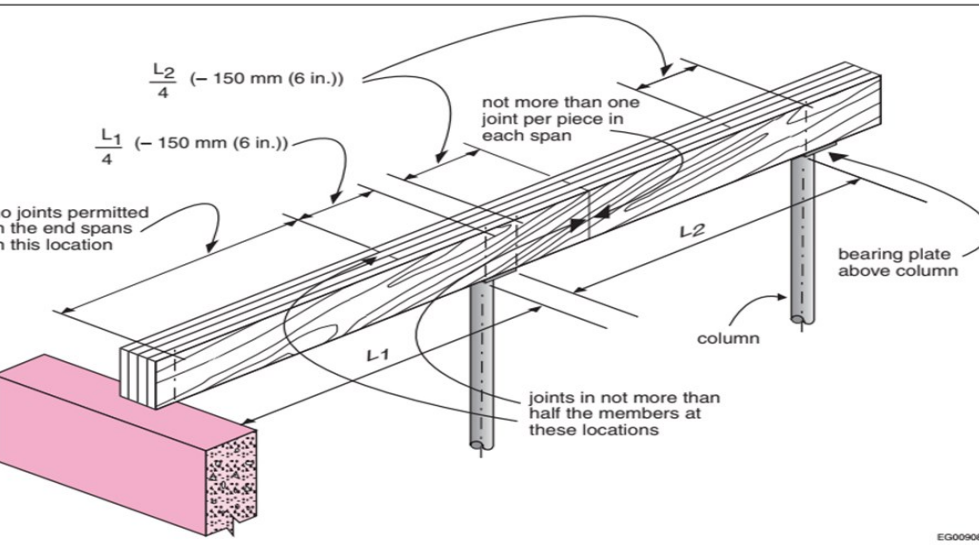


Figure 9.23.-12
Splicing of built-up beams

CCA-SK Permit Application Worksheet

Covered Deck Roof

21-WS-009

A: 2x_____ Rafters @ _____ o.c.

Roofing:_____

Strapping: _____ @ _____o.c.

B: Roof Beam: _____ ply 2x_____, or

LVL / LSL Beam:_____

C: Columns:_____

(i.e. 6x6 post, 3-ply 2x6, rough sawn timber)

Spacing / Beam Span:_____

D: 2x_____ joists @ _____ o.c.

Span: _____

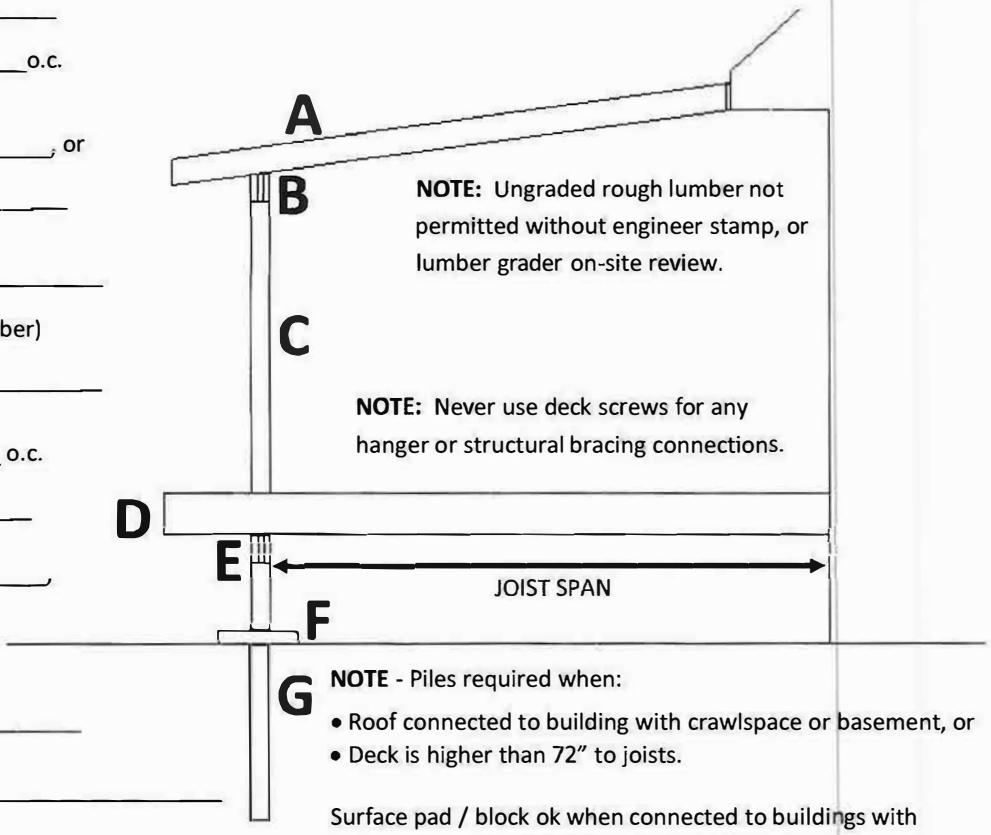
E: Deck Beam: _____ ply 2x_____,

F: Deck footings / deck blocks:

_____

G: Piles (where applicable):_____

Don't forget to include the Permit Application form and a Site Plan!



NOTE: Ungraded rough lumber not permitted without engineer stamp, or lumber grader on-site review.

NOTE: Never use deck screws for any hanger or structural bracing connections.

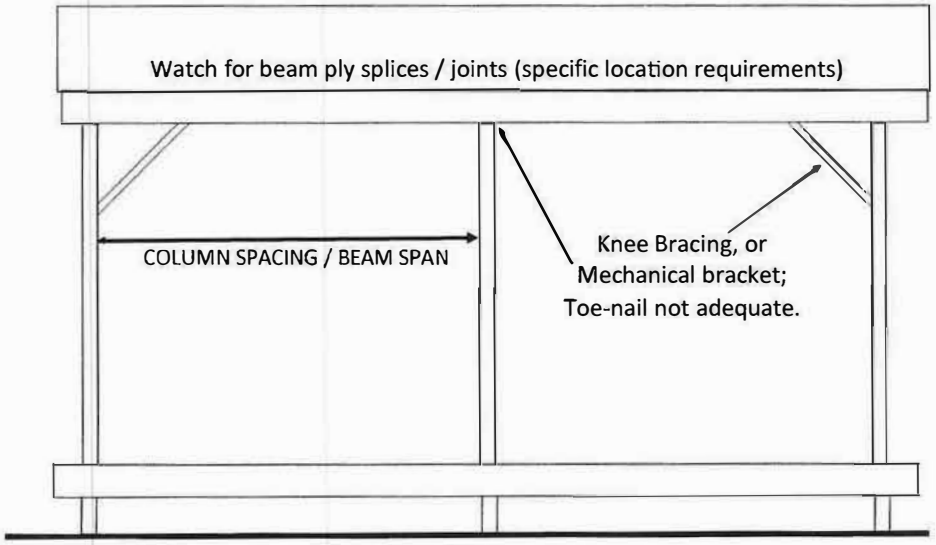
NOTE - Piles required when:

- Roof connected to building with crawlspace or basement, or
- Deck is higher than 72" to joists.

Surface pad / block ok when connected to buildings with surface foundations (incl campers).

Rafter Span Table

Rafter Size:	2x4		2x6		2x8		2x10	
Spacing:	16"	24"	16"	24"	16"	24"	16"	24"
Allowable Span	**7-4**	**6-5**	**11-7**	**10-1**	**15-3**	**12-9**	**19-1**	**15-7**



See BCB-009—Built-Up Wood Beams
For splices and nailing requirements.

See BCB-008—Deck Construction
For deck framing requirements and Frequently Asked Questions..

If permit application is for deck as well as roof, fill out:

21-WS-008—Decks FIB

and include with permit application.