

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](http://www.bigriver.ca/RMHomepage/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. 23-01-01, 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).

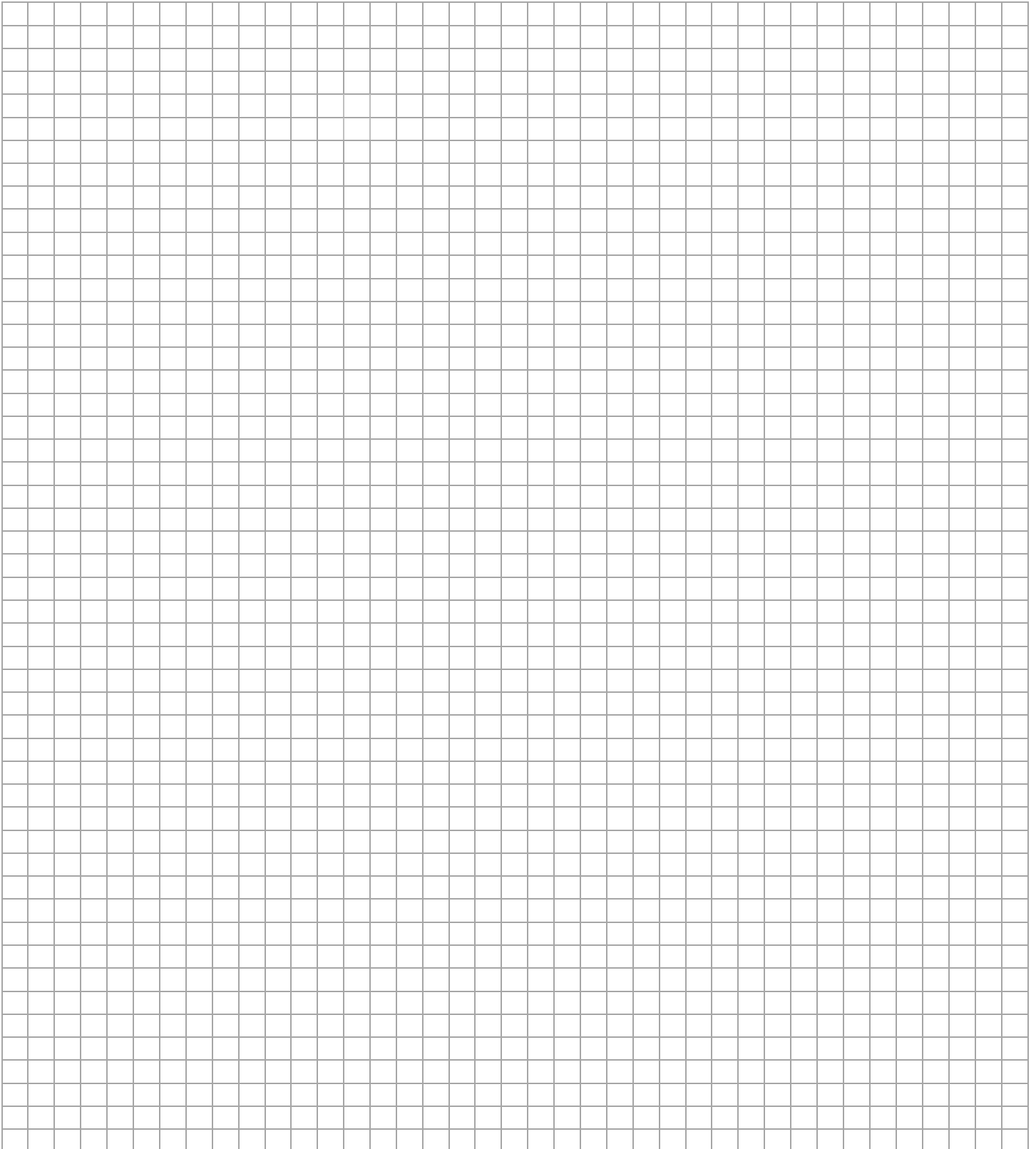
 Signature of Applicant

 Date

RURAL MUNICIPALITY of BIG RIVER No. 555

— SASKATCHEWAN —

SITE PLAN / VICINITY MAP





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

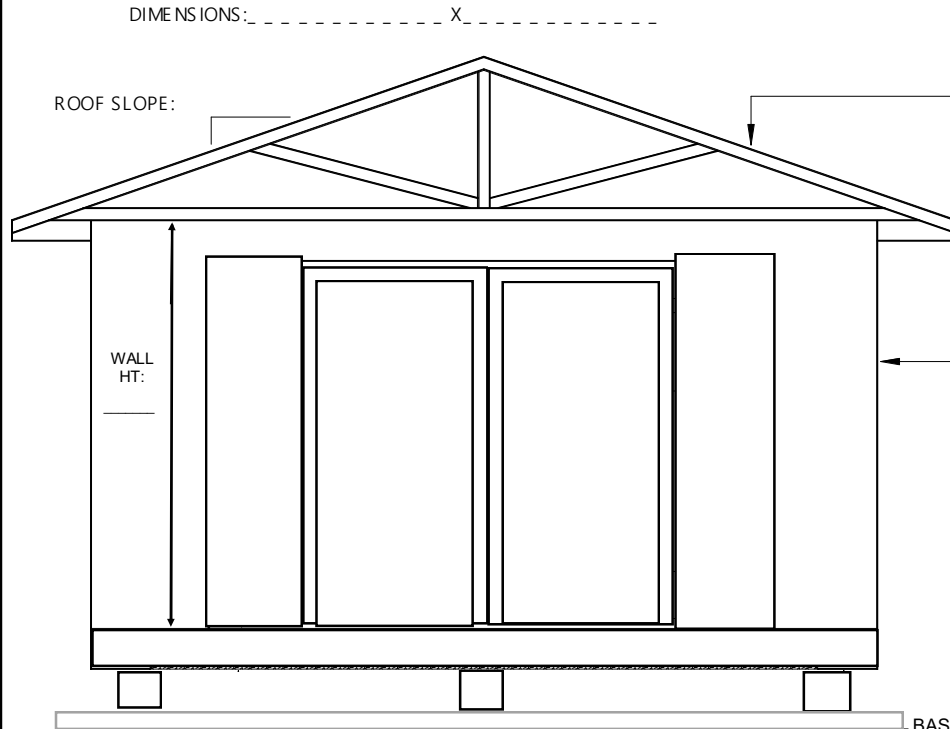
Signature of Owner or Owner's Agent

SHED- 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.



ROOFING MATERIAL: _____

SHEATHING: _____

SPACING OF TRUSSES: _____

WALL CLADDING: _____

SHEATHING: _____

STUD FRAMING / SPACING: _____

BASE PREPARATION: _____

SKIDS SIZE & SPACING: _____

FLOOR JOIST SIZE & SPACING: _____

SITE PLAN:
Please provide a site plan for this project showing your proposed Detached Garage. 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 garage.
 - Distance to all property lines.
 - Distance to house.
 - Dimensions of garage.
 - Location of entrance door and overhead door.
 - Lot dimensions and shape of lot.
 - All other existing buildings, including area of house.

Site Plan Attached





FORM C

I hereby make application for a permit to **MOVE A BUILDING** now situated on

City/Town _____

Subdivision _____ Lot _____ Block _____ Plan No. _____

Part _____ Section _____ Township _____ Range _____ W3rd

e.g. NE 27-56-07

to

Subdivision _____ Lot _____ Block _____ Plan No. _____

Part _____ Section _____ Township _____ Range _____ W3rd

e.g. NE 27-56-07

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 moving of the said building, and to deposit such sum as may be required by Section 6(1) (a) 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 moving the building.

Date

Signature of Owner or Owner's Agent