

Basic Building Rules of Candle Lake

1. Fences:

- fences do not require a permit
- must be constructed inside of property lines
- max height of 1.0m across the front yard and the first 6.0m of the side yards
- max height may be increased to 1.52m providing that the fence is constructed of a material that will not interfere with traffic vision
- max height of 2.0m across the rear yard and the remainder of the side yards
- special rules apply to corner lots and lots that back a highway. Please contact the Building Official for the rules

2. Decks:

- requires permits that can be obtained through the Village office
- if it is to be roofed over or enclosed, it will be required to follow the principal dwelling set backs
- can only project a max of 1.8m from the house in the required front yard
- can only project no closer than 0.6m to the side property line
- a raised patio or deck more than 0.6 from grade to walking surface measured at the outside edge must not project any closer than 4.3m from the rear property line

3. Detached Accessory Buildings:

- requires permits that can be obtained through the Village office
- foundation must be approved by a structural engineer if over 55.7m² and/or multiple story
- must leave room for a principal dwelling to be constructed if one is not already constructed
- must be 1.0m from existing buildings on the property
- cannot be placed in a required front yard unless the property is a lake front property
- if located in a front yard, it must be placed 3.0m back from the front property line and 1.5m from the side yard property line
- if it is to be located alongside the principal dwelling, it must be located 1.5m from the side property line
- if located completely behind the principal dwelling, it can be located .76m off the side and rear property lines
- a max building height of 9.0m measured from the peak to finished grade applies
- special rules apply to corner lots. Please contact the Building Official for these rules

4. R1 Low Density to R2 Medium Density Residential Districts:

- requires permits that can be obtained through the Village Office
- requires a min front yard set back of 6.0m
- requires a min side yard set back of 1.5m
- a side yard abutting a street must have a side yard set back of 3.0m
- requires a min rear yard set back of 6.0m
- must be located no closer than 1.0m of any existing buildings on the property
- must have a min foot print of 70m² measured from supporting structure
- must stay within the max permitted 40% site coverage (includes decks and accessory buildings)
- a max building height of 11.0m measured from the peak to finished grade applies
- foundation must be engineered

5. **R1A Residential Small Acreage District and RA Residential Acreage District:**

- requires permits that can be obtained through the Village office
- requires a min front yard set back of 6.0m
- requires a min side yard set back of 1.5m
- a side yard abutting a street must have a min side yard set back of 6.0m
- must be located no closer than 1.0m of any existing buildings on the property
- must build within the max permitted 20% site coverage (includes decks and accessory buildings)
- must have a min of 100m² of floor area (must have a min of 70m² on the main floor)
- a max building height of 11.0m measured from the peak to finished grade applies
- foundations must be engineered



RESORT VILLAGE OF CANDLE LAKE ZONING BYLAW NO. 02/2002

Section 3.5

Plans and Information Requested For A Development Permit Application

1. Every application for development should be accompanied by the following information:
 - (a) The names, addresses and telephone numbers of the applicant, property owner, and the person or consultant who prepared the plans being submitted;
 - (b) The complete legal description and civic address of the subject property;
 - (c) The proposed use of the site or building to be constructed, or the proposed use of the existing building floor area to be altered or occupied, including the area of the proposed building or renovations;
 - (d) Two copies of a site plan, drawn to scale with appropriate dimensions, showing the following information:
 - i) Key plan showing north arrow, streets, lanes adjacent to the site, the nearby patterns, all property boundaries, identified frontage of site, site area, site elevations, and the location of any existing building, structures, utility poles and wires, underground utilities, easements, building encroachments, public reserve, environmental reserve, ice push ridges, water bodies, water courses, and the type and location of existing trees;
 - ii) the location and size of proposed building or structures, including all front, side, and rear yard setback dimensions, and the location of all doorways, walkways, and pedestrian circulation area's;
 - (e) Two copies of the scaled plans showing the dimensioned floor plans and elevations, including both interior and exterior wall and floor dimensions, and the room areas and dimensions;
 - (f) Except for one and two until dwellings:
 - i) two copies of a scaled landscaping plan showing all physical features, including existing and proposed grades, the size and type of existing vegetation, the existing vegetation to be removed and retained, the size, type and location of plant material to be planted, the location of hard landscaping such as fences, retaining walls, walkways and curbs, and the details of any proposed irrigation systems, including the location of outside spigots;
 - ii) the location and size of all parking spaces, aisles, vehicle circulation areas, loading spaces, entrances and exits to the site, and garbage receptacles;
 - (g) If requested by Development Officer or, in the case of a discretionary use application, by Council; other studies prepared by qualified professionals including, but not limited to:
 - i) an Environmental Site Assessment in general conformance with CSA Standard 758-94;
 - ii) ecological study; or
 - iii) traffic study
 - (h) Where a property is located adjacent to a provincial highway, evidence of site plan approval by the Minister of Highways is required (Bylaw 13-2010)

Engineered foundation plans as required (National Building Code/Building Standards)

A copy of property title, can be supplied for a fee.



THE RESORT VILLAGE OF
CANDLE LAKE

RESORT VILLAGE OF CANDLE LAKE

Box 114, Candle Lake, SK S0J 3E0

PH: (306) 929-2236, FX: (306) 929-2201, Email: rvcandlelakeoffice@sasktel.net



THE RESORT VILLAGE OF
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APPLICATION FOR DEVELOPMENT PERMIT FORM A

Note: This is not an application for a building permit

You are advised to check the regulations in the Resort Village's Zoning Bylaw which govern the type of development being proposed prior to completing this application. Fill out only those sections of the application which are relevant to your proposal. Attach additional sheets if necessary.

1. APPLICANT		2. PROPERTY OWNER	
NAME:		Or SAME AS APPLICANT:	
ADDRESS:		ADDRESS:	
PHONE:		CELL:	
3. LEGAL LAND DESCRIPTION:	$\frac{1}{4}$ Section;	Township;	Range, W 2 nd M
Lot or Parcel:	Block:	Registered Plan:	Civic Address:

4. PROPOSED DEVELOPMENT: Describe proposed new use:

- ☐ Change of use of lot or building
 - ☐ Increase in intensity of lot or building
 - How is the intensity being increased:
 - (a) _____ More seating capacity
 - (b) _____ Additional floor area
 - (c) _____ Additional rooms or units
 - (d) _____ Others (describe)
- ☐ New building(s) to be constructed ☐ Principal Dwelling ☐ Garage - ☐ One Story ☐ Two Story
- ☐ Existing building(s) to be renovated or altered
- ☐ Existing building(s) to be relocated within the lot -- Number of buildings _____
- Intended use of building(s) _____
- ☐ Principal building _____
- ☐ Accessory building _____
- ☐ Demolish existing building or remove from lot

5. LOT PLAN

Where construction of a new building or additions or relocation of buildings within the lot is proposed, please provide a sketch or plan on a separate sheet, in duplicate, showing the following information:

- a.) The boundaries of the existing lot and adjacent properties including dimensions;
- b.) The location of all existing and proposed buildings or additions including their setbacks from the lot lines;
- c.) The location and size of any utility lines or easements within the lot boundaries;
- d.) Treed areas, water courses or bodies, landscaping and proposed lot grade information;
- e.) Location of existing and proposed access points to streets or lanes. (SEE REVERSE FORM)
- f.) Is any lot line adjacent to a Sask. Highway? ☐ No ☐ Yes. If yes, a copy of Ministry of Highways approval must accompany this form.

6. DECLARATION OF THE APPLICANT:

I, _____ of the _____ of _____ In the Province of Saskatchewan 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".

Date: _____ Signature: _____

NOTE: THE APPLICANT IS RESPONSIBLE FOR ENSURING THAT ALL MEASUREMENTS, DISTANCES AND INFORMATION SHOW ON THE LOT PLAN AND INDICATED IN THIS APPLICATION ARE CORRECT.



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rvcandlelakeoffice@sasktel.net

Building Permit Application Form – FORM A (Bylaw 15-2010)

NO. _____

Name:		Email address:	
Mailing Address:		Phone number: ()	
City:	Province:	Fax number: ()	
Lot:	Block:	Plan:	
Class of Work: <input type="checkbox"/> New <input type="checkbox"/> New Addition <input type="checkbox"/> Alterations <input type="checkbox"/> Demolition or Removal <input type="checkbox"/> Other: _____			
Use of Building: <input type="checkbox"/> Principle Building <input type="checkbox"/> Accessory Building <input type="checkbox"/> All Other: _____			
<input type="checkbox"/> Single Story <input type="checkbox"/> Two Story <input type="checkbox"/> Other			
Gross floor area: Main _____ Upper: _____ Garage: _____			

The Resort Village will require a copy of any other permits issued for this property, such as electrical, plumbing, natural gas. Legal property markers must be made clearly visible for the building official during construction. The Resort Village Building Bylaws include the National Building Code of Canada, construction practice and material must meet this standard.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS CORRECT.
I HEREBY ACKNOWLEDGE THAT I UNDERSTAND THAT PERMISSION TO BEGIN BUILDING IS NOT GRANTED TO ME UNTIL THIS APPLICATION, SIGNED BY THE BUILDING INSPECTOR, IS RETURNED TO ME.
I FURTHER ACKNOWLEDGE AND FULLY UNDERSTAND THAT NEITHER THE GRANTING OF THIS BUILDING PERMIT, NOR THE APPROVAL OF THE DRAWINGS AND SPECIFICATIONS, NOR THE INSPECTIONS MADE BY THE BUILDING OFFICIAL, SHALL IN ANY WAY RELIEVE THE OWNER OR HIS AGENT FROM FULL RESPONSIBILITY FOR CARRYING OUT THE WORK IN ACCORDANCE WITH THE REQUIREMENTS OF THE RESORT VILLAGE BYLAW.
I FURTHER ACKNOWLEDGE THAT THE PROVISIONS OF THE RESORT VILLAGE BUILDING BYLAW ARE BINDING UPON ME, I AGREE TO REPLEASE AND INDEMNIFY AND SAVE HARMLESS THE RESORT VILLAGE OF CANDLE LAKE, ITS OFFICIALS, AND EMPLOYEES AGAINST ALL CLAIMS, LIABILITIES, JUDGEMENTS, COSTS, EXPENSES AND DEMANDS WHATSOEVER INCLUDING THOSE BASED IN NEGLIGENCE, WHICH MAY BE CAUSED BY MYSELF OR ANY OTHER PARTY ARISING FROM OR INCIDENTAL TO THE GRANTING OF THIS PERMIT.

SIGNED OWNER OR AUTHORIZATION:

SIGNATURE: _____

DATE: _____

Bld. Official initial only if,

- (a) The Site Plan is submitted _____
- (b) A set of blueprints submitted _____
- (c) Blueprints were reviewed _____
- (d) Property markers were located _____

Building Permit – FORM B

Date issued: _____	Remarks:
Valuation: _____	
Fee: _____	
Receipt No. _____	
Permission is hereby granted to proceed with the construction as outlined in the adjoining application.	
ZONING INFORMATION: <input type="checkbox"/> R1 <input type="checkbox"/> RA <input type="checkbox"/> R2 <input type="checkbox"/> RMH <input type="checkbox"/> C1 <input type="checkbox"/> IL <input type="checkbox"/> CON <input type="checkbox"/> F <input type="checkbox"/> CS	

Building Official: _____

Date: _____

Rural Plumbing/Sewage Disposal Permit Application

In compliance with the provisions of the Saskatchewan Plumbing and Drainage Regulations application is hereby made for permission to:
Construct ☐ Reconstruct ☐ Extend ☐ Connect ☐ the: plumbing system ☐ private sewage works ☐
on the premises or property of:

Location of Installation City, Town or Village		Street	
Lot	Block	Plan	
R.M. #	Section	Township	Range West of Meridian
Plumber / Sewage Works Installer		Address Phone #	Certificate of Status # <input type="checkbox"/> Journeyman <input type="checkbox"/> Other
Permit Applicant		Address Phone #	Signature
Property Owner		Mailing Address	

Plumbing System - Number of fixtures to be installed

Kitchen Sinks	_____	Shower Stalls	_____	Laundry Tubs	_____
Lavatories	_____	Bath Tubs	_____	Clothes Washer	_____
Water Closets	_____	Floor Drains (No Charge)	_____	Other Fixtures	_____

No part of the plumbing system shall be covered until permission is granted by the Local Authority.

Private Sewage Works

A. Expected Daily Sewage Volume (Litres) _____ # of Bedrooms _____
 B. Soil classification: Sand ☐ Loam ☐ Silt ☐ Clay ☐ Sandy/Loam ☐
 C. Percolation Test: _____ minutes per 25 mm
 D. Depth to Water Table if less than 3 m from ground surface _____ m
 E. Septic Tank ☐ Holding Tank ☐ Size _____ gals/litres.
 F. Disposal Systems: Jet Type Disposal ☐ Absorption Field (size) _____ m² Other _____
 Gravity Flow Chamber System ☐ Pressure Chamber System ☐ Chamber System (size) _____ m²
 # of Chamber Units _____ Size of each Chamber _____ m²
 Sewage Mound Type I (size) _____ m³ of clean graded stone. Sewage Mound Type II (size) _____ m².
 Lagoon (Storage capacity) _____ m³

G. Detailed Site Plan to be provided on reverse side of public health officer copy

No part of the private sewage works shall be covered until permission is granted by the Local Authority.

Permit Fee

Total number of Fixtures	_____	Fee \$	_____
Private Sewage Works	_____	Fee \$	_____
Connection to Communal Sewage Works or Communal Waterworks	_____	Fee \$	_____ Total _____

Detailed design work sheet required for this installation. Yes ☐ No ☐

Work sheet received (Date) _____

Permission is hereby granted to construct the work indicated above.

Date

Signature of Local Authority _____

Fee Received \$

Plumbing System

Date(s) Tested/Inspected _____

Approved _____

(Signature of Local Authority)

Regional Health Authority

Private Sewage Works

Date(s) Tested/Inspected _____

Approved _____

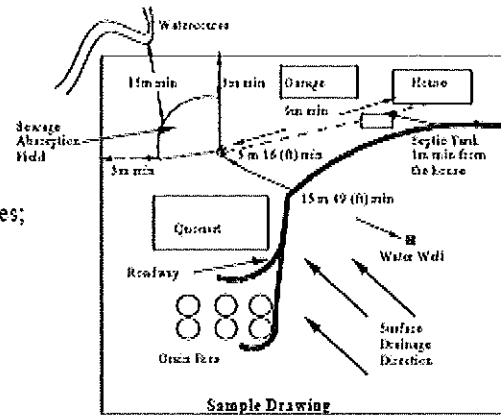
(Signature of Local Authority)

SITE PLAN DIAGRAM

DETAILS TO BE INCLUDED:

1. Property: size (hectares/acres); dimensions, boundaries
2. Location and distances of the tank and/or private sewage works from:
 - a) all water sources on that property or adjoining properties;
 - b) all buildings on that property or occupied dwelling on adjoining properties;
 - c) all water courses/sources within .5 kilometer;
 - d) all boundaries of that property.
3. Surface drainage direction.

NOTE: UNLESS EXEMPTED BY THE LOCAL AUTHORITY A PERCOLATION TEST WILL BE REQUIRED. CONTACT YOUR LOCAL PUBLIC HEALTH OFFICER.



↑ North

DIAGRAM

A full page of blank graph paper with a uniform grid of small squares. The grid consists of 20 columns and 20 rows, creating a total of 400 small square units. The lines are thin and black, set against a white background. There are no margins or additional markings on the page.



THE RESORT VILLAGE OF
CANDLE LAKE

Resort Village of Candle Lake

Building inspections will be carried out as your project progresses. Please call us in advance at the following stages to arrange for inspection as per Building Bylaw 8-2006.

Buildings with living quarters

Type of inspection:

1. Pre concrete inspection
2. Pre backfill inspection
3. Framing inspection
4. Insulation inspection
5. Final inspection

When to call

Before pouring concrete
Before backfilling
Before insulating
Before dry walling
Prior to occupancy

Accessory Buildings

Type of inspection:

1. pre concrete inspection
2. Pre backfill inspection
3. Framing inspection
4. Insulation and Vapor Barrier

Before pouring concrete
Before backfilling
After plumbing and electrical
After insulation and vapor barrier are installed

Decks/ patios/ gazebos

Type of inspection:

1. Footing inspection
2. Framing inspection
3. Final inspection

Before pouring concrete
Before floor is installed
(if unable to gain access underneath)
Before use

It is important to note that if work is covered before an inspection is made, you may be required to uncover all, or portions of the work to be inspected, at your expense.

Please ensure that your contractor has a copy of all the information they may need, including a site plan and drawings. A copy of the drawings should be available on site at all times.

Thank you for your co-operation.

Building Standards Notice

By authority of the Uniform Building Accessibility Standards Act the owner of a building under construction shall give notice in writing to the appropriate local authority of his intention to occupy any portion of a building before receiving a notice of occupancy from the local authority.

The definition of occupancy under the Uniform Building and Accessibility Standards Act is as follows:

“Occupancy” means the use or intended use of all or part of a building for the shelter or support of persons, animals or property;”

Offence and penalty:

Every person who contravenes this Act, the regulations or a bylaw passed pursuant to this Act is guilty of an offence and liable on summary conviction:

In the case of an individual to a fine of not more than \$5,000 and, in the case of a continuing offence, to a further fine of not more than \$5,000 for each day during which the offence continues.

NOTICE:

- All concrete foundations & footings must be Engineered by a Civil Engineer except single story Garages under 592 sq/ft.
- Any site proposed for development shall be graded and leveled to provide adequate surface drainage that does not alter drainage on adjacent properties. All sites shall be graded so that surface runoff is directed to a ditch, water body, street or natural water course.
- The Resort Village of Candle Lake Fire Department Regulations DO NOT allow burning of construction materials or debris on construction site.

*Healthy Living
in Healthy Communities*



Lawrence McKay
Plumbing Inspector

Public Health
1521 – 6th Avenue West
Prince Albert, SK S6V 5K1
Phone: (306) 765-6473
Cell: (306) 981-4502
Email: lmckay@paphr.sk.ca

Distance – Holding Tanks (septic)

One meter (39.5 in.) from dwelling.
Three meters (10 ft.) from a large tree.
Three meters (10 f.t) from any property site line.
One and a half meters (5ft.) from a sidewalk or driveway.
Nine meters (30 ft.) from a well.
Thee meters (10 ft.) from an embankment.



THE RESORT VILLAGE OF
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LANDFILL – BYLAW 17-2011

Effective July 1, 2011

Building demolition materials will not be accepted at the landfill, except where materials resulting from the disassembling of a building are sorted and disposed of in the appropriate location at the landfill, and in accordance with materials authorized for acceptance at the landfill.

“Building demolition” means the destruction and demolition of any building of any size. “Sorted” means the complete disassembling of a building with all materials sorted according to the categories of accepted materials.

Categories accepted:

- Clean, untreated burnable wood
- Concrete
- Metal
- Appliances
- Completely disassembled non-burnable demolition materials

The landfill attendant will instruct you as to where materials must be disposed of.

We will not accept asbestos material.

Building Checklist: National Building Code

Zoning:

- ☐ approved usage
- ☐ setbacks to property lines
- ☐ overhang projections
- ☐ building height
- ☐ site drainage
- ☐ driveway & parking
- ☐ septic tank/well

Elevations:

- ☐ types of exterior finishes & flashings
- ☐ door and window types & locations
- ☐ roof slope

- ☐ type of roofing
- ☐ chimney height
- ☐ exterior lighting
- ☐ step, landing, guard location & size
- ☐ roof overhang

Foundation/Basement Plan:

- ☐ footing type & size
- ☐ strip & column footing size
- ☐ piles & grade beam size
- ☐ foundation wall size & type
- ☐ damp proofing type & height
- ☐ drainage type, location & cover
- ☐ size, species, grade, span of floor joists
- ☐ floor joist plan
- ☐ cross bridging and/or strapping
- ☐ header, trimmer, tail joist locations
- ☐ cantilevered floor joists
- ☐ size, species, grade, span of beams
- ☐ load bearing wall locations
- ☐ Non/load bearing wall locations
- ☐ floor drain/sump location
- ☐ service equipment location
- ☐ room usage & dimensions
- ☐ door & window type
- ☐ size & location
- ☐ crawl space location & clearances
- ☐ crawl space clearances to service equipment
- ☐ crawl space ground cover
- ☐ crawl space ventilation

1st & 2nd Floor Plan:

- ☐ room usage & dimension
- ☐ location of doors & windows
- ☐ size & location
- ☐ light switch/plug in type & location
- ☐ location of smoke/carbon monoxide alarms
- ☐ attic access size & location
- ☐ size & location of load bearing walls
- ☐ location & dimension of load bearing walls
- ☐ exhaust fan locations
- ☐ supply & return of air duct locations
- ☐ roof truss location & spacing
- ☐ plumbing fixture locations
- ☐ kitchen layout
- ☐ guard & handrail locations

Details:

- ☐ building frame anchorage type & location
- ☐ type of floor construction
- ☐ interior floor finishes
- ☐ type & size of columns
- ☐ resistance to forced entry
- ☐ interior & exterior wall finishes
- ☐ above ground masonry
- ☐ type & size of exterior wall sheathing
- ☐ lintel type & size
- ☐ window construction
- ☐ ceiling heights & finishes
- ☐ insulation type & location
- ☐ RSI value of insulation
- ☐ type & location of air/vapor barrier
- ☐ roof ventilation (purlins/baffles)
- ☐ type of roofing
- ☐ type & size of roof sheathing
- ☐ roof slope
- ☐ fascia materials
- ☐ soffit materials
- ☐ type of roof trusses
- ☐ type & size of roof joists
- ☐ type & size of rafters
- ☐ type & size of ceiling joists

Mechanical:

- ☐ location & size of RA & SA ducts
- ☐ service equip location, type & capacity
- ☐ location of exhaust fans
- ☐ air duct, size & location
- ☐ fireplaces, chimneys

Plumbing:

- ☐ water line type, size & location
- ☐ waste line type, size & location
- ☐ vent type, size & location
- ☐ floor drain/sump location
- ☐ plumbing fixture type & location

Electrical:

- ☐ light types & locations
- ☐ plug-in types & locations
- ☐ switch types & locations
- ☐ location of electrical panel
- ☐ plug-in types & locations
- ☐ switch types & locations
- ☐ location of electrical panel
- ☐ location of smoke/carbon monoxide alarms

Informational Purposes Only!



THE RESORT VILLAGE OF
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RESORT VILLAGE OF CANDLE LAKE

APPENDIX "A"

To Bylaw 8-2006 – Resort Village of Candle Lake Building Bylaw

PERMIT COSTS:

Access Approach/Culvert:

- Inspection required to determine culvert requirement and placement
- No charge for permit

One or Two Unit Dwellings:

- Permit fee of \$5.00 per \$1,000 of value of construction
- Value based on \$100 per sq.ft
- Multiple story dwellings value calculated at \$100 per main floor sq. ft. plus \$25 per sq. ft. of upper level(s) (Includes roofed-over decks and patios)
- Minimum fee of \$100

Garage or Accessory Buildings:

- Permit fee of \$5.00 per \$1,00 of value of construction
- Value based on \$40 per sq. ft.
- Minimum fee of \$100

Secondary Living Quarters:

- Attached to accessory or separate
- Permit fee of \$5.00 per \$1,000 of value of construction
- Value base of \$80 per sq.ft.
- Minimum Fee of \$100

All Other Buildings:

- Permit fee of \$5.00 per \$1,000 of value of construction for first \$1,00,000 of value plus \$3.50 per \$1,000 of value in excess of \$1,000,000
- Minimum fee of \$100

New Foundations:

- Fixed permit fee of \$200

Demolitions and Building Removal:

- Fixed permit fee of \$100 for building removals
- Fixed permit fee of \$10.00 for removal of decks over 100 sq. ft. (where the deck is not being replaced)

Bond Guarantees:

- Bond guarantees based on 60% of the value of work
- Bonds associated with move in buildings will be returned upon completion of the project orders or agreements thereof

Move in Buildings and RTM Dwellings:

- Time and travel costs for inspection of buildings, at rates in effect, plus applicable permit fees

Patios, Decks and Gazebos in excess of 100 square feet:

(Excluding roofed-over patios and decks)

- Permit fee of \$0.20 per sq. ft.
- Minimum fee of \$100