

RESORT VILLAGE OF TOBIN LAKE

Development and Building Permit Application Package

The Twin Lakes District Plan, along with Bylaw No. 07/94, (Building Bylaw) and Bylaw No. 05/2013, (Zoning Bylaw) are utilized by the Resort Village of Tobin Lake to guide all development within Village boundaries.

In compliance with these bylaws, proper permits must be issued through the Village office prior to any development taking place. Failure to comply can result in fines of up to \$1000 along with Stop Work Orders being issued. Please take the time to familiarize yourself with the attached permit applications and supplementary material, and contact the office should you have any questions.

- ✓ Application for Development Permit- needs to be completed in its entirety and have two sets of drawings attached (see details on application. One set of drawings will be returned, the other remains on record in the office.)
- ✓ Application for Building Permit - needs to be completed in its entirety and have two sets of drawings attached (see details on application. One set of drawings will be returned, the other remains on record in the office.)
- ✓ Setbacks: Table 5-2 showing minimum distance to lot lines.
- ✓ Plumbing and/or Sewage Disposal Installations instruction sheet.
- ✓ Cost of the building permit to accompany the application (\$1 per \$1,000 or part thereof for the first \$5000 and 50 cents per \$1,000 or part thereof over \$5000, min. \$10.00).
- ✓ Cost of the development permit to accompany the application (See Schedule 'A' of Bylaw No.07/2015)
- ✓ Plan reviews and building inspections will be carried out by the village building inspector. Cost per review and inspection is set by the building inspector, and the number of inspections will be at his discretion.
- ✓ Property pins must be clearly marked prior to first inspection. It is the property owner's responsibility to ensure that all property pins have been correctly located and are properly marked.

Thank you,

Karalee Davis - Administrator

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PLUMBING AND/OR SEWAGE DISPOSAL INSTALLATIONS

I. Water Line:

1. Water pipe from village curb stop to house must be Series 160 of CAN/CSA-B137.1-M Polyethylene Pipe and must be inspected by village representative before being covered in.
2. Before connecting to village waterworks, a permit must be taken out from village office by a Certified Journeyman Plumber and the connection must be inspected by village representative. The fee for connecting to village waterworks is \$20.00.

II. Plumbing Permit:

1. Plumbing must be done by a Certified Journeyman Plumber, and the plumber must take out the permit from the village office and pay the appropriate fee.
2. The plumber must contact the local Public Health Inspector and request a plumbing inspection.
3. Fee is \$40 for a plumbing installation up to 10 fixtures plus \$5 for each additional fixture.

III. Sewage Disposal System Installation:

1. Holding tank must be at least 1,000 gallons. It must be placed 3 feet from the house and 10 feet from side, front and rear lot lines.
2. Tank and placement of tank must be inspected by the local Public Health Inspector before backfilled.
3. Fee is \$30 and the permit must be taken out at the village office by a certified installer approved by Public Health.

Zoning Bylaw (Bylaw No. 5/2013)
Table 5-2
Residential District Site Development Regulations

Minimums	Single Detached, Mobile Homes, Modular and RTM homes	Accessory Building to Residential Use*	Tourist Cabins	All Other Uses
Site Area (sq. m)	450.0	N/A	900.0	No requirement
Site Frontage (m)	15.0	N/A	30.0	No requirement
Yard, Front (m)	6.0	6.0	6.0	No requirement
Yard, Rear non-abutting development (m)	4.5	1.5	4.5	No requirement
Yard, Rear Abutting development (m)	4.5	2.0	4.5	No requirement
Yard, Side (m)	1.5	1.5	1.5	No requirement
Floor Area (sq. m)	50.0 minimum	75.0 maximum or shall not exceed the area of the principal building	N/A	No requirement

Site - one or more contiguous lots under one ownership and used, or intended to be used, by a single principal use or occupied by a building or a permitted group of buildings, and the customary accessory uses and open spaces belonging to the same.

Yard, Front - a yard extending across the full width of a lot between the front lot line and the nearest wall of the principal building or structure on the lot.

Yard, Rear - a yard extending across the full width of a lot between the rear lot line and the nearest main wall of the principal building or structure on the lot.

Yard, Side - a yard extending from the front yard to the rear yard between the side lot line and the nearest wall of the principal building or structure on the lot.

Floor Area - the maximum habitable area contained within the outside walls of a building, excluding in the case of a dwelling, any private garage, porch, veranda, sunroom, unfinished attic or unfinished basement.

If developing in the Tobin Place Subdivision, please contact the office for specific development guidelines

RESORT VILLAGE OF TOBIN LAKE

DEVELOPMENT PERMIT APPLICATION

PLEASE FILL OUT IN ITS ENTIRETY. AN INCOMPLETE APPLICATION WILL NOT BE PROCESSED.

OWNER INFORMATION:

Owner: _____ Phone Number: _____

Mailing Address: _____ City/Town: _____

LEGAL LAND DESCRIPTION:

Lot: _____ Block: _____ Plan: _____

Civic Address: _____

Existing Land and Building Use: _____

DEVELOPMENT INFORMATION:

Proposed development involves:

_____ New Building _____ Alteration _____ Addition _____ Move in building

Description of Proposed Use:

ESTIMATED DATE OF DEVELOPMENT:

Beginning: _____ Completion: _____

Any other comments:

SITE PLAN:

A separate site plan must be attached which illustrates the following:

- North arrow, streets and lanes adjacent to the site along with property boundaries
- Dimensions of the site
- Location and size of all existing AND proposed buildings and structures
- Measurements from front, rear and sides of building(s) to property line
- Proposed site drainage and finished lot grades
- Proposed location of septic tank and water supply well or lines
- Location of walk and driveways, terraces and decks, doorways, parking areas, etc.
- Landscaping - proposed shoreline protection, trees to be removed (10cm or more trunk diameter)
- Size and location of easements or right-of-ways
- Proposed signs

DECLARATION:

I, _____ of the Resort Village of Tobin Lake in the province of Saskatchewan, solemnly declare that all 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 effects as if made under oath, and by virtue of *The Canada Evidence Act*.

Date

Signature

FOR OFFICE USE ONLY

Application No: _____ Date Received: _____ Present Zoning: _____

Application Status - Meets Bylaw Requirements:

Proposed Use: _____ Site Area: _____

RESORT VILLAGE OF TOBIN LAKE

BUILDING PERMIT APPLICATION

PLEASE FILL OUT IN ITS ENTIRETY. AN INCOMPLETE APPLICATION WILL NOT BE PROCESSED.

OWNER INFORMATION:

Owner: _____ Phone Number: _____

Mailing Address: _____ City/Town: _____

DESIGNER/CONTRACTOR

Name(s): _____ Phone Number: _____

Address: _____

LEGAL LAND DESCRIPTION:

Lot: _____ Block: _____ Plan: _____

Civic Address: _____

BUILDING INFORMATION:

Proposed building involves:

_____ New Building _____ Alteration _____ Addition _____ Move in building

Description of Proposed Use:

ESTIMATED DATE OF CONSTRUCTION:

Beginning: _____

Completion: _____

SCALED PLANS:

One copy of scaled plans must be submitted which include the following:

- Foundation plan showing footings, piles, tele post pads, foundation walls, interior ground preparation, finishes and elevations.
- Floor plans showing interior and exterior walls, doors, windows, stairs and dimensions of framing material and building.
- Floor joist and beam plan (for each floor level of building).
- Rafter plan.

Estimated cost of construction (excluding site): \$ _____

Fee for building permit: \$ _____

DECLARATION:

I, _____ of the Resort Village of Tobin Lake in the province of Saskatchewan, agree to comply with the Building Bylaw of the Resort Village of Tobin Lake and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw and with any other applicable bylaws, acts, regulations regardless of any plan review or inspections that may or may not be carried out by the local authority or its authorized representative.

Date

Signature of Owner or Owner's Agent

FOR OFFICE USE ONLY

Application No: _____ Date Received: _____ Permit Fee: _____

Date Permit Fee Received: _____ Receipt No: _____

Application Status – Permit Issued (Y/N): _____ Date Issued: _____

Building must be completed by: _____