

Thinking about Building or Developing?

Here's some things you will need to know:

1. You will need a Development Permit & a Building Permit.

A Development Permit ensures development is in compliance with the Zoning Bylaw (05/2013). The Development Permit looks at placement on lot, intended use, size of structure, and distance from lot lines.

A Building Permit ensures development is in compliance with the Building Bylaw (05/2021). The Building Permit looks at the actual structure proposed and materials used. Your building permit expires six months from date of issue if work is not commenced within that period unless by prior written agreement of the local authority. Building is expected to be completed within a 24-month period. Projects that are not completed within 24 months may be subject to penalties prescribed in section 10 on Bylaw (14/2020)

2. Be Aware of the Fees Associated with Building & Developing.

A standard Development Permit application for a single-family home is \$25.00. There is no cost for a tree removal or accessory building permit. See Schedule 'A' of Bylaw (07/2015) for specific amounts relating to Development Permit fees.

The cost of the Building Permit is based on the estimated cost of construction as follows: \$1.05 per \$1,000 or part thereof for the first \$5000. 0.50 cents per \$1,000 or part thereof over \$5000, with a minimum plan review fee of \$50.00. There are additional costs associated with Plumbing Permits - to be taken out by your plumber/contractor and for plan reviews and building inspections by the Village Building Inspector. You will be billed for the plan review and all inspections up front. You will not receive your permits until the fees are paid in full.

3. Penalties of Building/Developing without a permit.

Any person who contravenes any of the provisions of Bylaw 14/2020 shall be liable to the penalties in section 22 of the Act.

All development within the Resort Village of Tobin Lake requires a permit, as per our local bylaws. Fines of \$1000 will be imposed to those who commence development of any kind without proper permit. This includes tree removal and ground disturbance. The only exceptions are as follows:

- Maintenance and repairs that do not include structural alterations.
- Accessory buildings and structures less than 9.3m² (100sqft) in area.
- Construction of fences. (Fences shall not exceed 1.0m (3.2ft) in height in the front yard, and shall not exceed 2.0m (6.5ft) in back and side yards.)

4. Removing trees from your yard.

Trees with a trunk diameter of more than 10cm require a development permit. The only exceptions are trees that are dead or severely damaged by weather. Regular pruning and maintenance of trees is permitted and encouraged. It is the *homeowners* responsibility to find proper disposal of any tree removed from their yard.

5. Turn-around time for a Development or Building Permit.

This depends on the complexity of the proposed project. Please allow one week for normal processing, and two weeks in the peak months of June – September. Building permits are also subject to the Building Inspector's review, and may take longer if in peak season. You can help speed up the process by ensuring **all** information is included, as incomplete applications and those without complete drawings will not be processed. It is the *applicant's* responsibility to ensure all information is correct and present. You will be notified in writing when a decision regarding your application has been made.

6. Plumbing Permits

A Plumbing Permit is required for the installation of water and/or sewer. Only a Certified Journeyman Plumber can take out a Plumbing Permit for water and sewer works. The cost of Plumbing Permits varies based on project, starting at \$30. Plumbing and holding tanks are subject to inspection by the local Health Inspector.

7. Permit Signage.

Once the refundable permit sign deposit is paid you will be issued your permit to build. The permit will be displayed on the signage provided and placed by the village on your property until building and the final inspection is satisfactory to the building inspector. When your file is closed the signage will be removed by the authorized representative from the municipality. This will be in effect for all development as well once the zoning bylaw is amended to include these changes.