



## Permit Frequently Asked Questions

### What is the difference between a Development Permit and a Building Permit?

- Development Permits are issued by the RM's Development Officer, after review of proposals for compliance with the RM's Zoning Bylaw (which includes proper zoning, permitted or discretionary use, setback from lot boundaries, etc.)
- Building Permits are issued by the RM's Building Official, after review of proposals for compliance with the RM's Building Bylaw and with the National Building Code. Building Officials will need to inspect your project at various stages of completion. **Please read the plan review that comes with your building permit for detailed information regarding inspections.**

### When do you need a Development and Building Permit?

- principle building (house, cabin, etc.)
- accessory building (garage, shed, bunkhouse, etc.)
- decks (covered and uncovered)
- new construction
- renovations that change the structure
- additions
- Home Based Businesses
- Care Homes
- Bed and Breakfasts

### When do you need a Development Permit only?

- septic tanks
- approaches
- retaining walls over two feet
- change in use of property

### When do you not need a Development or Building Permit?

(Note: zoning setbacks and requirements must still be adhered to)

- farm buildings where accessory to a permitted agricultural use.
- temporary signs

- accessory buildings less than 9.29m<sup>2</sup> (100 ft<sup>2</sup>) in floor area
- fences
- retaining walls under two feet as measured from undisturbed soil to height of wall
- retaining wall outside of the Lakeshore Residential Districts
- placement of RV's for use of sleeping accommodations where there is a principal dwelling existing or during the first two years of construction
- seasonal docks and boat lifts where licensing is not required
- maintenance and repairs that do not include structural alterations

### Demolition & Moving Permits

- permits are required when demolishing or moving a building within the RM

### What to submit for a Development or Building Permit?

- Development Permit application and Building Permit application completed fully and signed
- **applicants are required to have a Saskatchewan Land Surveyor find the location of their property pins prior to submission of a development permit, and include the surveyor's report with the application.**
- site plan of the proposed development showing the lot's dimensions, all buildings and dimensions, and distances to property lines from buildings
- label if decks are covered or uncovered on site plan
- square footage of proposed development
- legal land location and Hamlet (if applicable)
- existing and proposed use of land
- construction plans of the proposed development

### Permit Fees:

- Permitted Use - \$150.00
- Discretionary Use - \$350.00
- Minor Variance - \$150.00
- Appeal Fee - \$300.00
- Building, Demolition & Move Permit – Plan review & inspection fees that are assessed at time of permit review. [These can start at \\$200 and range to several thousand dollars depending on the project.](#)

**Permit submissions are to be sent to the RM of Meota.**

### How long does it take for a permit to be issued?

- it takes approximately one month to issue a permit. Peak building months (i.e. July & August) may result in longer wait times.
- Planning staff review the development permit for compliance with the Zoning Bylaw. Additional information may be required which could delay permit issuance
- approval from the Development Officer and Building Official are required before permits can be issued

### Permitted or Discretionary Use?

- Depending on your Zoning District certain developments are permitted, discretionary, or prohibited. Contact Northbound Planning to determine zoning and if your development is permitted or discretionary.

### Setbacks for Residential Uses:

- front & rear yard – 1.524 m (5ft)
- side yard - 1.22 m (4ft)

### Setbacks for Access. Structures in Lakeshore and Hamlets

- front/rear yard 1.524 m (5ft)
- side yard 0.75m(2.46 ft)

### Setbacks for Agricultural Residential and Accessory Uses:

- 45 m (147.64ft) from the centre line of a developed road, municipal road allowance, or provincial highway

There are additional fire code setbacks that must be considered. Contact your building official for details.

### Accessory Buildings/Structures

- accessory buildings requiring a permit shall not exceed more than 20% lot coverage in the Lakeshore Districts
- maximum lot coverage including accessory buildings shall not exceed 45%

### Retaining Walls

- retaining walls over two feet as measured from undisturbed soil to height of wall require a development permit if within Lakeshore Residential Districts.
- slope alterations shall be considered a retaining wall where the altered slope exceeds 45 degrees.

### Mobile Homes & Modular Homes

- every mobile home shall bear CSA Z240 certification and shall be attached to a permanent foundation, or securely anchored to the ground and skirted, prior to occupancy

- every modular home shall bear CSA A277 certification and shall be attached to a permanent foundation
- Every mobile & modular must be less than ten (10) years of age
- mobile & modular homes are permitted within the Hamlet District
- mobile homes are prohibited in the LR1 District; modular homes are permitted at the discretion of Council
- mobile and modular homes are permitted in the LR2 District

### When can you start construction?

- you may start construction once your applications are approved and payment is received
- if construction starts prior to permits being issued, the landowner is in violation of the Zoning Bylaw 02/2011 and Building Bylaw 2-2019 and is guilty of an offence; the RM will proceed with enforcement measures

### Permit Expiry & Extension

- all permits expire 12 months from date of issue if work has not commenced
- if construction is not completed within 12 months from the date of permit issue a permit extension is required
- permit extension requests can be made in writing to the RM

### Real Property Surveyor Reports (RPSR)

- any proposed residential or commercial development that directly borders another residential or commercial development shall be required to produce an RPSR for all buildings or structures 18.6 square metres (200 square feet) in area or larger on a permanent foundation, except those exempted from requiring a development permit
- the RPSR shall be undertaken after installation of the permanent foundation, **but before** installation or construction of the building above the permanent foundation

### Contacts:

#### RM of Meota

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#### Construction Code Authority

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