

Village of Richmond Interim Development Control Bylaw No. 5-2023

A Bylaw of the Village of Richmond to establish an Interim Development Control (IDC) under the authority of Section 80 of *The Planning and Development Act, 2007* consistent with provincial land use policies and statements of provincial interest.

The Council of the Village of Richmond in the Province of Saskatchewan, in an open meeting, hereby enacts as follows:

1 Introduction

- 1.1 This bylaw may be cited as the Interim Development Control Bylaw for the Village of Richmond.
- 1.2 This bylaw applies to the entire area within the corporate boundaries of the Village of Richmond.
- 1.3 No person shall carry out any development within the corporate boundaries of the Village of Richmond without the written permission of the Village of Richmond.
- 1.4 All conditions of approval for development under this bylaw shall be consistent with any provincial land use policies and statements of provincial interest.
- 1.5 This bylaw shall cease to be in effect:
 - a) two years after the date of coming into force; or
 - b) the coming into force of an Official Community Plan and Zoning Bylaw adopted pursuant to *The Planning and Development Act, 2007* (Act); whichever comes first.

2 Administration

- 2.1 The Administrator of the Village of Richmond shall administer this bylaw.
- 2.2 Before undertaking any development, a person shall request approval from the council for the proposed development unless the Interim Development Control Bylaw specifically exempts the development.
- 2.3 The request shall be a written application on a form as required by the Administrator and shall include such attachments as required by the Administrator to provide the information required by this bylaw or otherwise necessary to make a decision on the application.

- 2.4 Where a person requests permission for a development that is exempt from the provisions of this bylaw, the Administrator shall advise the person in writing that the development may proceed.
- 2.5 Where a decision on the application is required from Council, the Administrator shall prepare a report on the proposal with a recommendation and submit the report and application to Council for decision.
- 2.6 Council may by resolution:
- a) approve the application as submitted;
 - b) approve the application subject to conditions and specific standards or
 - c) refuse the application.
- 2.7 Where the authority for decision on an application is delegated to the Administrator pursuant to section 3, the Administrator may issue a decision in writing to the applicant incorporating any applicable conditions provided for in this bylaw. The Administrator may also refer any application to Council for a decision where he/she considers it necessary to do so.
- 2.8 The notice of decision shall be in the form of a permit issued by the Administrator. All conditions specified by council or by the Administrator pursuant to a delegation of authority by Council, shall be attached to the permit.
- 2.9 If an approved development, for which a permit has been issued, is not in progress within 12 months from the date of issue, the approval is deemed to be expired and the permit invalid.
- 2.10 Where a person wishes to vary the development from the application as approved, with or without conditions, the person must submit a new application and obtain a new permit providing for the variation before the variation is made.
- 2.11 Subject to section 2.12, where a decision is not made upon an application within 60 days of submission to the Administrator, the application is deemed refused and may be appealed to the Saskatchewan Municipal Board as if it were refused.
- 2.12 The period for a decision may be extended by mutual agreement between the Council and the applicant.
- 2.13 A notice of decision or permit issued by the Administrator shall inform the applicant of the right of appeal and the name, address and contact information of the Secretary of the Saskatchewan Municipal Board.

3 Delegation of Authority

- 3.1 Subject to section 3.2, the approval of Council is hereby given to the following developments, and no application for permission or issuing of a permit is required:
- a) the planting, managing, and harvesting of field crops and gardens.

- b) a permanent fence, wall, or gate less than 1.85 metres in height.
 - c) repairs and maintenance of an existing building which does not increase the size and character of the existing building.
 - d) an accessory building less than 10 m² in area.
 - e) the installation, repair, and maintenance of a public utility.
- 3.2 All developments pursuant to section 3.1 shall be subject to the following:
- a) no building may be located in any area of a lot closer than 6 metres to the front lot line;
 - b) no fence greater than 1.2 metres above grade may be located in any front yard;
 - c) no building shall be located closer than 1.5 metres to any other property line; and
 - d) where a person wishes to develop any structure that does not meet the requirements of this section, an application to council is required.
- 3.3 The Administrator is hereby delegated the authority of Council to decide upon the following developments and to apply conditions to an approval:
- a) temporary fences, walls and gates;
 - b) a single detached dwelling on an existing residential site;
 - c) a single detached dwelling on an existing vacant site, providing the dwelling area is between 600 m² and 1000 m²;
 - d) the redevelopment of an existing commercial use and building not involving any increase in the size of the building or change in the commercial nature of the site; and
 - e) an accessory building or structure to an existing use on the same parcel other than a residential dwelling accessory to a commercial or institutional site.
- 3.4 The conditions applied by the Administrator may include the following:
- a) minimum separation of a building to any property site line;
 - b) minimum or maximum size of buildings and other structures;
 - c) minimum separation of a building from any street;
 - d) minimum separation of a building to hazardous uses in the area;
 - e) the requirements for connecting to any existing municipal service infrastructure (e.g., water and sanitary system);
 - f) any requirement regarding the provision of adequate physical and legal access to a public right-of-way;
 - g) any requirements for the location of structures with respect to flood-prone or environmentally hazardous lands; and
 - h) any requirements that will make the development consistent with a proposed provision in a draft Official Community Plan and/or Zoning Bylaw that Council has accepted at the time of decision.

4 Decision Criteria

- 4.1 Every development shall have physical and legal access to a public right-of-way that is developed to a standard that, in the opinion of Council, is suitable for the proposed development.
- 4.2 The proposed development will not conflict with adjacent land uses in a manner that Council considers unacceptable.

- 4.3 The proposed development does not negatively impact the community's residential character and is adequately serviced by existing municipal service infrastructure (e.g., water and sanitary system), where applicable.
- 4.4 The proposed development shall be environmentally suitable to the proposed site.
- 4.5 The proposed development does not negatively impact the municipality's existing service provision. The municipality may require a Development Agreement to recover the cost of any service upgrades incurred by the municipality to accommodate the proposed development.
- 4.6 The proposed development will be consistent with a draft Official Community Plan or Zoning Bylaw currently under consideration by Council.
- 4.7 Where section 4.6 does not apply, the development will be generally consistent with the Guidelines for Interim Development Control, attached hereto and forming part of this bylaw.

5 Appeals

- 5.1 An applicant who is refused a development permit may, within thirty days of the issuance of a refusal by Council or by the Administrator, appeal the refusal to the Saskatchewan Municipal Board.
- 5.2 An applicant who has been granted an approved permit with conditions or standards may, within thirty days of the issuance of the permit, appeal any conditions or standards attached to the approval to the Saskatchewan Municipal Board.
- 5.3 Within thirty days of a deemed refusal pursuant to Sections 2.11 and 2.12, the applicant may appeal the deemed refusal to the Saskatchewan Municipal Board.

6 Enforcement

- 6.1 If the Administrator has reason to believe that a development is being undertaken contrary to an issued permit or any attached conditions, the Administrator may revoke the permit and issue a stop work order advising the applicant of the identified problem in writing.
- 6.2 Once the problem has been corrected, the Administrator may reinstate the permit.
- 6.3 Any person who violates this bylaw is subject to the penalties as provided for in the Act under Section 243.

7 IDC Guidelines

- 7.1 For the purpose of this Bylaw, the Village of Richmond has set out guidelines for certain types of development. If a form of development is proposed that was not contemplated within the guidelines, Council will determine what standards are appropriate.

- 7.2 These guidelines are not applied based on defined locations but over the entire municipality. All proposed developments will be evaluated in accordance with the Guidelines for Interim Development Control.
- 7.3 Council may vary the requirements under the Guidelines for Interim Development Control at their discretion and will reference any variance within the development permit when issued.
- 7.4 The General Regulations are attached to this bylaw as Appendix A.
- 7.5 The Guidelines for Interim Development Control are attached as Appendix B.
- 7.6 The Definitions and interpretation of terms within this bylaw are attached as Appendix C.

8 Coming into Force

- 8.1 This bylaw shall come into force on the date of final approval by the Minister of Government Relations.

Seal



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Mayor

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Administrator



CERTIFIED A TRUE COPY OF BYLAW NO. 5 - 2023
 PASSED BY MOTION OF COUNCIL AT THEIR
 REGULAR MEETING HELD ON MONDAY,
 DECEMBER 11, 2023.



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 STACEY JANSMA, ADMINISTRATOR

9 Appendix A – General Regulations

The following general regulations shall apply to all development approved under this Bylaw:

1. Number of Principal Buildings Permitted on a Site

- 1.1. Only one principal use shall be established, and only one principal building shall be placed on any given site, with the exception of public utility uses, institutional uses, approved dwelling groups, agricultural uses and accessory uses as explicitly provided for in this Bylaw.
- 1.2. All buildings and permanent structures are subject to construction requirements of the Construction Codes Act.

2. Moving of Buildings

- 2.1. No building, including, but not limited to, any residential commercial or industrial building, shall be moved within or into the area covered by this bylaw without first obtaining a development permit, subject to the standards required for new construction, and obtaining any other required municipal or provincial permit.

3. Demolition of Buildings

- 3.1. No building shall be demolished within the area covered by this Bylaw without obtaining a permit from the Village of Richmond.
- 3.2. A permit shall be granted where all requirements of the Building Bylaw are met, and the building is not designated a heritage building.

4. Grading and Leveling of a Site

- 4.1. Any site proposed for development shall be graded and levelled at the owner's expense to provide adequate surface drainage.
- 4.2. The drainage shall not adversely affect the adjacent property and shall comply with the requirements of the Village, respecting the design and location of flow from the property.

5. Water Supply and Waste Disposal

- 5.1. Subject to the Acts and Regulations administered by the Ministries responsible for Health and Environment, no liquid, solid or gaseous wastes shall be allowed to be discharged into any stream, creek, river, lake, pond, slough, intermittent drainage channel or other body of water, onto any land, or into the air.
- 5.2. Where available, every residence and every building containing washroom facilities shall be connected to the municipal sewer and water supply system at the owner's expense.

6. Yard Setbacks and Projections

6.1. Residential Uses

- (a) Permitted front yard projections subject to the setback or construction requirements of the Construction Codes Act:
 - (i) Maximum of 0.6 metres projection of cantilevered bay windows or bow windows, chimney chases, gutters, window sills, canopies, eaves, or fire escapes;
 - (ii) Maximum of 1.8 metres projection of open cantilevered balconies, open porches, or open steps;
 - (iii) Wheelchair ramps to the main floor level;

- (iv) Fences less than 1m in height unless provided otherwise in this Bylaw; and
 - (v) Light standards, flag poles, and permitted signs.
- (b) Permitted rear yards projections subject to the setback or construction requirements of the Construction Codes Act:
- (i) Cantilevered construction for bay windows, bow windows, chimney chases, bookcases, built-in cabinets, gutters, window sills, canopies, eaves, and fire escapes to a maximum projection of 1,5 metres;
 - (ii) Unenclosed decks no higher than 0.6 metres, balconies, porches, and steps to a maximum projection of 3 metres;
 - (iii) A satellite dish, radio tower or television antenna where attached to a principal dwelling having a maximum projection of 0.6 metres;
 - (iv) Wheelchair ramps to the main floor level; and
 - (v) Fences less than 2 metres in height unless provided otherwise in this Bylaw.
- (c) Permitted side yard projections subject to the setback or construction requirements of the Construction Codes Act:
- (i) Fire escapes, chimney chases, sills, belt courses, cornices, eaves, and gutters to a maximum projection of 0.6 metres or 1/2 the required yard, whichever is the less;
 - (ii) Walkways and steps less than 0.6 metres in height;
 - (iii) Wheelchair ramps to the main floor level;
 - (iv) Fences not more than 2 metres in height unless provided otherwise in this Bylaw;
 - (v) Hedges and other closed landscaping plantings Shall comply with the fence requirements and
 - (vi) Handrails are permitted in all yards, uncovered driveways, and walkways.

6.2. Residential Accessory Uses, Buildings, and Structures

- (a) Accessory buildings shall comply with the yard requirements for a principal building, except as expressly provided for in this Bylaw.
- (b) Any building located less than 1 metre from a principal building shall comply with all the minimum yard requirements of the principal building.
- (c) An accessory building shall not be located in a required front yard.
- (d) No door that could give access for a vehicle to a private garage, whether attached to the principal building or not, shall be located in a required front yard, less than 4.5 metres from a street to which it gives direct access, or less than 1.5 metres to a lane to which it provides direct access.
- (e) Private garages and accessory buildings, if less than 10 m², shall have a minimum side or rear yard of 0.75 metres and a maximum projection of 0.5 metres into the required yard for any eaves, gutters or drain spouts into that yard.
- (f) Uncovered outdoor swimming pools and other yard recreation equipment shall have a minimum side or rear yard of 0.75 metres.
- (g) Private garages, carports, and accessory buildings attached to a principal building by a substantial roof structure shall be considered part of the principal building and subject to the regulations of the principal building.
- (h) In rear yards, laundry drying equipment and garbage stands are permitted.

6.3. Commercial and Industrial Uses

- (a) Projections into required minimum front, rear or side yards are permitted subject to the

setback or construction requirements of the Construction Codes Act where they consist of any of the following:

- (i) Eaves and gutters of 0.6 metres or less projection into a required yard; and
 - (ii) Chimney chases, fire escapes or steps, provided that any of the projections will not extend beyond the property line.
- (b) Signs, as allowed pursuant to the bylaw, are permitted in required yards.

6.4. Commercial and Industrial Accessory Uses, Buildings and Structures

- (a) Accessory buildings shall comply with the yard requirements for a principal building.
- (b) For gas bars and service stations, an open canopy may extend over a portion of the required yards provided the supports are not located in the required yards, and the edge of the canopy is at least 0.6m from any property line.
- (c) Sale or demonstration goods in the form of a building, whether temporary or permanent, shall comply with any yard requirements.
- (d) Sale or demonstration goods or signs, whether temporary, permanent or mobile, shall not occupy a required parking stall, loading space or access aisle.

6.5. Storage

- (a) No side or front yards shall be used for outdoor storage.

6.6. Fences and Hedges

- (a) Fences, hedges and other closed landscaping plantings shall not exceed 1 metre in any required front yard or 3 metres in any required side or rear yard;
- (b) No fence, hedge, closed landscaping, sign, or other structure shall obstruct a sight triangle on a corner site between 0.7 metres and 2.5 metres above grade.

7. Development on Hazard Lands

7.1. Where the development of a building is proposed within 150 metres of an area of potentially hazardous land, and where applicable, Council may require the applicant to submit sufficient topographic and geotechnical information to determine if:

- (a) the development will be within 50 metres of any unstable slopes and
- (b) within the flood plain of any river or stream or any other land that may be subject to flooding.

7.2. Where applicable, Council may require that before a permit is issued for development on a site referenced in 1.1, the applicant shall submit a report prepared by a qualified professional assessing the suitability of a proposed site with respect to:

- (a) the potential for flooding up to the 1:500 flood elevation;
- (b) the potential for slope instability before and after the development and any proposed improvements;
- (c) the suitability of the location for the proposed use or building, given the site constraints, and
- (d) the required mitigation measures for the development of areas with a high water table.

7.3. Sanitary landfills and lagoons shall not be located on hazard lands.

7.4. Actions to avoid, prevent, mitigate or remedy hazards may be incorporated as development permit conditions. Council shall refuse a permit for any development where, in Council's opinion, the proposed actions are inadequate to address the adverse conditions or will result in excessive municipal costs.

8. Geotechnical Analysis Required

- 8.1. If a proposed development is to be located on a site that may be subject to flooding, earth movement or instability or is otherwise unsuitable for development or hazardous for the proposed use, Council may require that a geotechnical report be completed and approved by a Professional Engineer in the Province of Saskatchewan, as a condition of the issuance of the development permit.
- 8.2. The report shall indicate the suitability of the site, or sites, for development and any remedial measures required to ensure the site's suitability for the proposed use.

9. Mobile, Modular and Homes

- 9.1. Where applicable, all homes shall bear CSA Z240 certification (or a replacement thereof) and shall be attached to a permanent foundation or securely anchored to the ground and skirted before occupancy.
- 9.2. Where applicable, all homes shall bear CSA A277 certification (or a replacement thereof) and shall be attached to a permanent foundation.

10. Satellite Dish, Radio Tower or Television Antenna for Personal Use

- 10.1. The installation and operation of a free-standing satellite dish, radio tower or television antenna and its supporting structure intended for personal use are permitted, but such structures may not be located in any front yard or, in the case of a corner site, in any portion of the side or rear yard which is within 3 metres of the side site line adjacent to a street.

11. Fences

- 11.1. Temporary fences, walls, and gates within a property are permitted only as long as the temporary condition exists for the property and a permit has been obtained from Council. Any temporary fence, wall, and gate shall be removed upon completion of the work or event as authorized by Council and as described in the permit issued by Council.
- 11.2. Fences shall be constructed of chain link, wood suitable for fencing or other traditional fence material. No line fence shall include anything sharp or protruding, such as barbed wire. No line fence shall be electrified that would provide electric shock to humans or animals, other than low voltage invisible pet fencing.
- 11.3. Permanent fences, walls, or gates on a site shall be less than or equal to 1.85 metres in height, measured from the average ground level of the property line of the site on which the fence, wall, or gate is to be constructed, for the portion of the fence, wall, or gate that does not extend beyond the foremost portion of the principal building abutting:
 - (a) The front yard; or
 - (b) Side yard abutting a public roadway other than a lane.
- 11.4. A fence, wall, or gate on a site shall be less than or equal to 1.2 metres in height for the portion of the fence, wall, or gate that extends beyond the foremost portion or portions of the principal building on the site, into:
 - (a) The front yard; or
 - (b) A side yard abutting a public roadway other than a lane. Council may vary the height of the fence, wall, or gate to a maximum of 1.85 metres.

12. Parking and Storage of Recreational Vehicles

- 12.1. The parking and storage of recreational vehicles are only permitted in designated areas as permitted by the Council.
- 12.2. The use of recreational vehicles for camping and/or as temporary living space is only

permitted in designated areas as permitted by Council.

- 12.3. No person shall keep, in the front yard of any property within the Village, or in the case of a corner site, in the front yard or the flanking side yard in any site, any large recreational vehicle for a period longer than ten days.
- 12.4. Notwithstanding Clause (12.3) above, from April 1 through October 31 inclusive, on a residential site, large recreational vehicles may be parked within 2.0 metres of the interior edge of the sidewalk or within 2.0 metres of the curb if there is no sidewalk:
 - (a) Where vehicular access is solely available through the front yard; or
 - (b) In the case of a corner site, where vehicular access is solely available through the front yard or through the exterior flanking side yard, subject to the discretion of the Village, who may exercise his right to vary the requirement on a site by site basis, given the proximity and orientation of driveways, parking areas, buildings and other physical features which may affect sight lines and amenities on the subject property and adjacent properties.
- 12.5. For the purposes of Clause (12.4), a "large recreational vehicle" shall include any motorhome, travel trailer, or fifth wheel trailer; any camper when it is not mounted on a truck but placed on the ground, on a stand or otherwise stored; or any similar vehicles.
- 12.6. For the purposes of Clause (12.4), a "large recreational vehicle" shall not include small utility trailers, camper van conversions, tent trailers, campers which are mounted in trucks, boats; snowmobiles, all-terrain vehicles, jet skis, or motorcycles and trailers to carry them.

13. Public Utilities, Pipelines, and Facilities of the Municipality

- 13.1. Public utilities and facilities of the Municipality, except solid and liquid waste disposal sites, shall be an allowed use on any site and no minimum site area or yard requirements shall apply. Where a pipeline, utility, or transportation facility crosses a municipal road, Council may apply special design standards as necessary to protect the municipal interest in the road.

14. Solid and Liquid Waste Disposal Facilities

- 14.1. Development and maintenance of a solid or liquid waste disposal facility will be subject to the following special standards as specified by Council upon issuing a permit:
 - (a) a buffer strip containing trees, shrubs, or a berm shall be located surrounding a lagoon or sanitary landfill disposal area
 - (b) a lagoon or sanitary landfill disposal area shall be located outside the 1:500 flood hazard area
 - (c) any solid or liquid waste disposal facility shall be fenced.
- 14.2. A lagoon or sanitary landfill disposal area shall be considered according to the following criteria:
 - (a) a municipal or regional landfill or lagoon project that has undergone a provincial environmental impact assessment and a public hearing process will be considered suitable, with any necessary mitigation measures identified by that process
 - (b) private landfills and lagoons will be considered, provided they meet provincial requirements and are located so they will not interfere with existing or future residential, recreational, or tourism development
 - (c) sanitary landfills and lagoons shall not be located on hazardous lands.

15. Home Based Businesses

- 15.1. Home-based businesses shall be ancillary to the dwelling unit and may be located in a dwelling used as the owner's residence or in a building accessory to the dwelling.
- 15.2. Home-based businesses shall cause no variation in the residential character and appearance of the dwelling, accessory residential building, or land except for permitted signs.
- 15.3. All permits issued for home-based business shall be subject to the condition that the permit may be revoked at any time if, in the opinion of the Council, the conditions under which the permit was originally issued are no longer met. Where a permit is revoked, the use shall cease immediately.

16. Bed-and-Breakfast Homes

- 16.1. Bed-and-breakfast operations shall be located in a single detached dwelling used as the operator's principal residence or in a dwelling accessory to and established on the same site as the operator's principal residence.
- 16.2. Council will consider these types of applications with respect to the following criteria, if applicable;
 - (a) the proposed structures are suitable and comfortable for the proposed development
 - (b) there is a water source suitable for public consumption at the facility
 - (c) there are suitable utilities and a sewage disposal system for the facility
 - (d) there are appropriate levels of access to the site and off-street or road parking for the users of the facility
 - (e) the development will not conflict with adjacent uses or uses currently on site.

17. Family Child Care and Residential Care Homes

- 17.1. The maximum number of client residents shall not exceed five (5) individuals.
- 17.2. Council will apply the following criteria in considering a family child care and residential care home application:
 - (a) The development of the business will be entirely consistent with the residential development on adjacent parcels, except for approved signs and
 - (b) The development will provide a comfortable home for the client's residents.

18. Commercial or Institutional

- 18.1. Council may apply the following criteria when considering the approval of commercial or institutional uses:
 - (a) The adequate provision of access from major streets to the development and the development will not cause excessive traffic through existing residential areas;
 - (b) The locations of the proposed development. Corner parcels and sites in the periphery of existing residential areas are preferred;
 - (c) The development will be of a size and operation intended to serve the neighbourhood in which it is located; and
 - (d) The developer of the business may be required to provide a fence or other buffer to an abutting residential use.
- 18.2. Council may apply the following criteria in considering an institutional use:
 - (a) The locations of the proposed development. Corner parcels and locations in the periphery of existing residential areas are preferred;
 - (b) The degree to which the development will be considered for internal areas to the neighbourhood will relate to the size of the development and to the degree to which it serves the local neighbourhood and

- (c) Significant institutional uses will be encouraged to seek sites in or abutting community service uses.
- 18.3. All buildings and permanent structures are subject to construction requirements of the Construction Codes Act.

10 Appendix B – Guidelines for Interim Development Control

1. Residential Uses and Guidelines

1.1. No person shall within a residential area use any land or erect, alter or use any building or structure except in accordance with the following provisions:

| Uses | Minimum Requirements | | | | |
|---|--|-----------------|----------------|--------------|----------------|
| | Area | Frontage | Front Yard | Side Yard | Rear Yard |
| Single Detached Dwelling | 550 m ² (5,920 ft ²) | 12 m (40 ft) | 6 m (20 ft) | 1.5 m (5 ft) | 6 m (20 ft) |
| Mobile, Modular and RTM Home | | | | | |
| Semi-Detached or Duplex | | | | | |
| Family Child Care and Residential Care Homes | | | | | |
| Home-Based Business | No Requirements | | | | |
| Parks, Playgrounds, Public Utilities, Municipal and Institutional Facilities | | | | | |
| Single Detached Dwellings accessory to a park, or for an owner or caretaker of a permitted use and only when the Village has approved a business plan | As Required for Applicable Uses Above | | | | |

1.2. Standards for Discretionary Uses

- (a) Discretionary uses shall maintain the area's residential character as much as possible.
- (b) Off-street parking spaces for multiple-unit dwellings, special care homes and similar uses should be located in a side or rear yard and be screened if they are adjacent to a lot used for residential purposes.
- (c) Multiple-unit dwellings, places of worship and other similar uses that require ample parking areas should be located on corner lots to facilitate access.
- (d) Mobile Homes shall comply with the applicable Canadian Standards Association Construction Standard or revision thereto.
- (e) Mobile and Modular homes shall be permanently attached to a perimeter foundation wall or basement, securely attached to anchors or pilings embedded in the ground, and skirted with a material compatible with the finish of the mobile home prior to occupancy.
- (f) Mobile and Modular homes shall be connected to municipal sewer and water systems, if available to the site. All connections shall be protected from frost damage.
- (g) For a mobile home or modular home council may specify a specific make and model as applied for and a specific form of basement or foundation. Any change in the make or model or the foundation form will require a new discretionary approval.
- (h) Home-based businesses shall not create any conflict with the residential area in terms of emission of noise, glare, dust, odour, or electromagnetic static, which would be disruptive to the surrounding residential uses.
- (i) Home-based businesses should not result in undue traffic or parking requirements in the residential area.
- (j) Home-based businesses shall not have any exterior display or storage of materials

and no exterior variation from the residential character of the building other than a sign, not exceeding 1 m² (11 ft²) in area.

- (k) Only residents of the dwelling may be engaged in the home-based businesses.

2. Commercial and Institutional Uses and Guidelines

2.1. No person shall, within any commercial and institutional parcel, use any land or erect, alter or use any building or structure except in accordance with the following provisions:

| Uses | Minimum Requirements | | | | |
|--|--|-----------------|----------------|-----------------|----------------|
| | Area | Frontage | Front Yard | Side Yard | Rear Yard |
| Parks, Playgrounds, Public Utilities, Municipal and Institutional Facilities | | | | | |
| Confectionaries, Restaurants, Beverage Rooms, Liquor Sales, Grocery Stores, Hotels, Commercial and Personal Service Shops and Financial Institutions | 550 m ² (5,920 ft ²) | 12 m (40 ft) | 6 m (20 ft) | 2.5 m (8 ft) | 6 m (20 ft) |
| Dwellings accessory to an existing commercial use, institutional use, or for an owner or caretaker of a permitted use and only when the Village has approved a business plan | As Required for Applicable Uses Above | | | | |

3. Community Service Uses and Guidelines

3.1. No person shall, within any community service parcel, use any land or erect, alter or use any building or structure except in accordance with the following provisions:

| Uses | Minimum Requirements | | | | |
|---|---------------------------------------|----------|------------|-----------|-----------|
| | Area | Frontage | Front Yard | Side Yard | Rear Yard |
| Recreational Uses (Sports fields, public parks, picnic sites, playgrounds, and walking trails) | No Requirements | | | | |
| Public Works and Accessory Structures | | | | | |
| Schools, Educational Institutions and Cultural Institutions | | | | | |
| Public Communication and Transmission Towers | | | | | |
| Single Detached Dwellings accessory to a community service use or for an owner or caretaker of a permitted use and only when the Village has approved a business plan | As Required for Applicable Uses Above | | | | |

4. Future Development Use and Guidelines

4.1. No person shall, within any future development use parcel, use any land or erect, alter or use any building or structure except in accordance with the following provisions:

| Uses | Minimum Requirements | | | | |
|---|---------------------------------------|----------|------------|-----------|-----------|
| | Area | Frontage | Front Yard | Side Yard | Rear Yard |
| Existing Agricultural Uses | No Requirements | | | | |
| Public Works and Accessory Structures | | | | | |
| Public Communication and Transmission Towers | | | | | |
| Single Detached Dwellings accessory to an agricultural use or for an owner or caretaker of a permitted use and only when the Village has approved a business plan | As Required for Applicable Uses Above | | | | |

11 Appendix C - Interpretation

Whenever the following words or terms are used within the Guidelines for Interim Development Control, they shall, unless the context otherwise provides, have the following meaning:

Accessory Use – a use customarily incidental, subordinate, and exclusively devoted to the principal use or building and is located on the same site with such principal use or building.

Act – *The Planning and Development Act, 2007.*

Alteration – any structural change or addition made to any building or structure.

Ancillary Use – a use that is secondary and subordinate in size, extent and purpose to the principal use on the same site but is not necessary for the operation of the principal use on that site.

Administrator – the official administrator for the Municipality pursuant to *The Municipalities Act.*

Applicant – a developer or person applying for a development permit under this Bylaw for subdivision approval to an approving authority under The Act.

Bed-and-Breakfast Home – a dwelling unit licensed as a tourist home under *The Public Accommodation Regulations*, in which overnight accommodation within the dwelling unit, along with one meal served before noon, is provided to the travelling public for a charge.

Beverage Room – an establishment licensed by the Province of Saskatchewan in which alcoholic beverages are served for a fee for consumption on the premises and may include a licensed lounge that is ancillary to a restaurant. Food preparation or serving of food may be an accessory used by the drinking establishment but is subject to all applicable provincial regulations.

Billboard – a private, free-standing sign, including supporting structures, which advertises goods, products, services, organizations, or facilities that are available from, located on, or refer to a site other than the site on which the sign is located and which is greater than 2 m² in surface area.

Building – a structure used to shelter or accommodate persons, animals, or goods.

Building, Accessory – a subordinate detached building apart from the main building or main use and located in the same site, which provides better and more convenient function of the main building or main use.

Building Permit – a permit issued under a building Bylaw of the Municipality authorizing the construction of all or part of any building.

Child Care Facility – a building or portion of a building for the provision of care, instruction, maintenance or supervision of seven children or more under the age of 13 years by persons other than those related by blood or marriage for periods not exceeding 24 consecutive hours and includes all day-care centres, early childhood services, nurseries and after-school or babysitting programs which meet this definition.

Council – the Council of the Village of Richmond.

Development – the carrying out of any building, engineering, mining or other operations in, on or over land or the making of any material change in the use or intensity of the use of any building or

land.

Development Permit – a document authorizing a development issued pursuant to this Bylaw.

Dwelling Group – a group of principal buildings used as dwellings, located on a single parcel, developed as a project, that may include rental, condominium, or bare land condominium forms of tenure.

Dwelling, Single Detached – a detached building consisting of one dwelling unit as defined here; and occupied or intended to be occupied as a permanent home or residence, but shall not include a mobile home, modular home, or trailer coach as defined here.

Dwelling Unit – one or more habitable rooms constituting a self-contained unit and used or intended to be used together for living and sleeping purposes by one or more persons.

Fence – any structure, except a structural part of a building, used to wholly or partially screen from view, enclose or divide a yard or other land, or mark or substantially mark the boundary between adjoining properties, and includes any hedge, grouping of shrubs wall, line of posts, wire, board or pickets or similar substances, that is used to enclose or divide in whole or in part a yard or other land, or to establish a property boundary.

Grocery Store – the use of a building, or a portion of a building, for the sale of foodstuffs and convenience goods to serve the needs of the surrounding residents and the travelling public.

Hazard Land – land which may be prone to flooding, slumping, subsidence, landslides, erosion, or any other instability or is located within the flood plain of a river, stream or lake.

Home-Based Business – a secondary occupation carried on by the occupants of a farmstead or residence and ancillary to an allowed use.

Hotel – a building that provides sleeping accommodation for which a fee is charged and may also contain commercial uses, facilities, or services such as a restaurant, dining room, room service, or convention room.

Highway Sign Corridor – a strip of land parallel and adjacent to a provincial highway where private signs may be allowed to advertise goods and services of local area businesses and attractions, as provided by regulations of the Ministry of Saskatchewan Highways and Infrastructure entitled *The Erection of Signs Adjacent to Provincial Highway Regulations, 1986*, as may be amended or replaced from time to time.

Liquor Sales – the wholesale or retail sale or distribution of all alcoholic spirits/beverages to the public.

Mobile Home – a trailer coach bearing CSA Z240 certification for mobile homes (or a replacement thereof):

- (a) that is used as a dwelling
- (b) that has water faucets and showers or other bathing facilities that may be connected to a water distribution system
- (c) that is equipped with washing and water closets or other similar facilities, which may be connected to a sewage system.

Modular Home – a factory-built home that is manufactured as a whole or modular unit and is designed to be moved on a removable chassis to be used as one dwelling unit and is certified

by the manufacturer that it complies with the Canadian Standards Association Code CSA-A277 standard.

Motel – a building or group of buildings on a site designed and operated to provide temporary accommodation and contains separate sleeping units, each of which has an adjoining conveniently located parking stall.

Municipality – the Village of Richmond.

Non-Conforming Building – a building:

- (a) that is lawfully constructed or lawfully under construction, or with respect to which all required permits have been issued, at the date a Zoning Bylaw or any amendment to a Zoning Bylaw affecting the building or land on which the building is situated or will be situated becomes effective
- (b) that on the date a Zoning Bylaw or any amendment to a Zoning Bylaw becomes effective, it does not, or when constructed, will not comply with the Zoning Bylaw.

Non-Conforming Site – a site consisting of one or more contiguous parcels that, on the date a Zoning Bylaw or any amendment to a Zoning Bylaw becomes effective, contains a use that conforms to the Bylaw, but the site area or site dimensions do not conform to the standards of the Bylaw for that use.

Non-Conforming Use – a lawful specific use:

- (a) being made of land or a building or intended to be made of land or of a building lawfully under construction, or with respect to which all required permits have been issued, at the date the Zoning Bylaw or any amendment to the Zoning Bylaw affecting the land or building becomes effective
- (b) that on the date the Zoning Bylaw or any amendment to the Zoning Bylaw becomes effective, does not, or in the case of a building under construction or with respect to which all required permits have been issued will not, comply with the Zoning Bylaw.

Outside Storage – the storing, stockpiling or accumulating of goods, equipment or material in an area that is open or exposed to the natural elements.

Use – a use or form of development subject to the regulations contained in this Bylaw.

Personal Care Home – a facility licensed under *The Personal Care Homes Act* that provides long-term residential, social and personal care, including accommodation, meals, supervision or assistance for persons who have some limits on ability for self-care and are unrelated to the operator or owner.

Personal Service Shops – a facility for providing a service to individuals, including but not limited to barbershops, professional services, medical clinics, drycleaners, etc.

Principal Use – the main activities conducted on a site.

Principal Building – the main building in which the principal use of the site is conducted.

Public Road / Right-Of-Way – a road allowance or a legally surveyed road vested in the name of the Ministry of Highways and Infrastructure.

Public Utility – a government or private enterprise providing a service to the general public.

Residence – a single detached dwelling on a site not used as a farmstead.

RTM – a new single detached dwelling built off-site to Construction Codes Act standards and moved on and permanently attached to a foundation meeting Construction Codes Act standards.

School – a site, building or other premises and improvements utilized to educate students with a faculty.

Sign – any writing (including letter or word), billboard, pictorial representation (including illustration or decoration), emblem (including devise, symbol or trademark), flag (including banner or pennant), or any other figure of similar character which:

- (a) is a structure or any part thereof, or is attached to, painted on, or in any manner represented on a building
- (b) is used to announce direct attention to or advertise
- (c) is visible from outside the building.

Site – an area of land with fixed boundaries registered in the Land Titles Office by Certificate of Title, and for which all portions of the land are consolidated under a single title.

Site Line, Front or Site Frontage – the boundary that divides the site from the street or road. In the case of a corner site, the front site line shall mean the boundary separating the narrowest street frontage of the site from the street. Site frontage for a non-rectangular site shall be defined as the mean of the measured front and rear site lines.

Site Line, Rear – the boundary at the rear of the site and opposite the front site line.

Site Line, Side – a site boundary other than a front or rear site line.

Street – a public road or thoroughfare registered by the plan of a survey which affords the principal means of access to abutting property but shall not include an easement or lane.

Structure – anything built, constructed, erected, located in, on, or over the ground, or attached to something located in or over the ground.

Temporary fence, wall, and/or gate – a temporary barrier required for theft prevention, managing accessibility, crowd control, security, safety for construction sites or sites, and prevention against hazards and falls. Temporary barriers shall not require ground excavation or permanent changes to the site when installed. Temporary barriers are permitted as approved by Council.

Trailer Coach – any vehicle or dwelling that has been modified to allow for transportation on public roads or highways and can also be utilized as a dwelling or sleeping place for one or more persons.

Units of measure – units of measurement in this Bylaw are metric abbreviated as follows:

| | |
|-------------------|----------------------------------|
| m - metre(s) | m ² - square metre(s) |
| Km - kilometre(s) | ha - hectare(s) |

Use – the purpose or activity for which a piece of land or its buildings are designed, arranged, intended, occupied or maintained.

Waste Disposal Facility, Liquid – a facility to accommodate any liquid waste from residential, commercial, institutional and industrial sources but does not include a septic system for a single residence or farmstead or a manure storage area for an intensive livestock operation.

Waste Disposal Facility, Solid – a facility, not including a waste transfer station or a temporary storage facility, to accommodate discarded materials, substances or objects which originated from residential, commercial, institutional and industrial sources which are typically disposed of in municipal or private landfills, but not including dangerous goods, hazardous waste or biomedical waste.

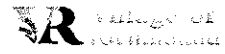
Yard – the open, unoccupied space on a lot between the property line and the nearest wall of a building.

Yard, Front – that part of a site that extends across the full width of a site between the front site line and the nearest main wall of a building or structure.

Yard, Rear – that part of a site which extends across the full width of a site between the rear site line and the nearest main wall of a building or structure.

Yard, Required – the minimum yard required by a provision of this Bylaw.

Yard, Side – the part of a site that extends from a front yard to the rear yard between the side line of a site and the nearest main wall of a building or structure.



**VILLAGE OF RICHMOND
SASKATCHEWAN**

IDC BYLAW No. 5-2023
Village Overview

- Trails
- Highways
- Bus Stations
- Building Footprints
- Village Boundary

Town Office
Highway 371
Richmond, SK S0M 2E0
info@rd.village.sask.ca

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