



BEAUSOLEIL FIRST NATION LANDS & RESOURCES DEPT.

BUILDING PERMIT APPLICATION/ GUIDELINES & PROCEDURES

11 O'Gema Miikan, Christian Island, ON L9M 0A9 – Phone: (705) 247-2051 Fax: (705) 247-2239



File No. 5643-06199-	Lot No.	Permit No.
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Lessee/ Applicants name:

Lessee/ Applicant Address & Telephone Number:

Commence Date of Construction: Year: _____ **/ Month:** _____ **/ Day:** _____

Contractor Contact Information	
Company/ Contractor Name:	
Company/ Contractor Address:	
Company/ Contractor Telephone Number:	

FOR OFFICE USE ONLY:					
Method of Payment:	No Fee	Cash	Cheque	Money Order	Debit/ Credit
Receipt No.	_____				
Receipt Date:	_____ / _____ / _____				
Expiry Date:	_____				
Build Type:	_____				
_____	Permit is Valid for One (1) Year				
_____	Permit Extension – Valid for One (1) Year				
_____			_____		
<i>Approval Signature</i>			<i>Approval Date</i>		



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1. To apply for a Building Permit book an appointment with, Connor Sunday, Lands Compliance Officer; csunday@chimmissing.ca at the Beausoleil First Nation Administration Building, Lands & Resources Dept.
2. The applicant shall submit a developmental plan along with the Building Permit. The plan must comply with the required, distances away from buildings, size of buildings, etc. (See attached form for developmental plan)
3. The height of the building should not exceed 30 feet/ 9 metres from ground level.
4. Any building/ improvements shall be 10 feet/ 3 metres from all property boundaries.
5. The exterior of the building should be aesthetically acceptable.
6. To obtain a Building Permit; FULL Payment is required, as per schedule attached.
7. The Lessee, Applicant and or Contractor are required to schedule inspections at the necessary construction phases with the proper Inspector(s). Attached inspection form must be completed & signed by the Lessee/ Applicant & Contractor.
8. The Lessee/ applicant must submit proper Inspection forms to the Compliance Officer with the proper authority signatures. All Inspections must be conducted by a Licensed & Qualified Inspector.
9. The Lessee/ Applicant must have 50% of the construction done by a tradesperson of the Beausoleil First Nation.
10. It is the responsibility of the Lessee/ Applicant to ensure the contractors have a current WSIB Clearance Certificate. A copy of the certificate must accompany each application. Failure to provide proof of WSIB Clearance Certificate will result in your permit not being approved.
11. Absolutely no construction shall commence until the Permit has been obtained & approved by the Lands & Resources Department. Should construction commence before approval of Building Permit, the Building Permit will automatically be revoked and all construction will be halted until the non-compliance is rectified.
12. All Building Permits for other categories are valid for only one (1) year.
13. If an extension (of up to a maximum of 1 year) of a Building Permit is required, you must re-apply at the Beausoleil First Nation Lands Management Office. The cost of a Permit extension is \$ 200.00
14. These procedures and Guidelines may be amended from time to time by the Beausoleil First Nation.
15. ALL sites MUST be cleared of any dangerous or hazardous materials after any demolition.

A PERMIT WILL NOT BE APPROVED UNTIL APPLICATION IS FULLY COMPLETED AND FULL PAYMENT IS RECEIVED.



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TYPE OF CONSTRUCTION/ IMPROVMENTS	Notification Required	Permit Required	Inspection Required	CATEGORY
New Construction of Cottage/ Demolitions			YES	
Renovations – EXTERIOR ONLY	YES	YES	YES	
Replacement of Roof – SHINGLES ONLY	YES	NO	NO	
Replacement of Roof – Structural Changes; i.e., changing pitch of roof, adding dormers, etc.	YES	YES	YES	
Replacement of Existing Deck (Permit Not Required – Notification Only)	YES	NO	NO	
Replacement of Deck (Enhancing/ Extending Deck – Permit required)	YES	YES	NO	
Addition to Cottage	YES	YES	YES	
Construction of Boathouse	YES	YES	YES	
Construction of Boathouse with living quarters	YES	YES	YES	
Construction of Shed (Pre-Packaged – not to exceed 100 Sq. Ft.) If there are any discrepancies or disputes between lessees/ neighbors – the person who processed the complaint will be responsible to pay any and all Inspection fees to correct such matter.	YES	NO	NO	
Shed/ Bunkie (Exceeding 100 Sq. Ft. but not to exceed 720 Sq. Ft.)	YES	YES	YES	
Guest House (Separate from Cottage – with indoor plumbing, hydro, etc.)	YES	YES	YES	
Septic System Installation/ Water Lines/ Drilled Wells	YES	YES	YES	
Road/ Driveway Construction	YES	YES	NO	
Extension of Building Permit – Maximum extension is one (1) Year	YES	YES		
Waterfront Improvement/ Sand Point Removal (Not within Lessee Property) on First Nation Territory	YES	YES	YES	
Improvements within Leased Lot – taking place after new construction (i.e., Removal of trees, back filling, leveling of lot) (Environmental Site inspection & a Developmental Plan is Required)	YES	YES	YES	



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BUILDING PERMIT FEE SCHEDULE – TYPES OF CONSTRUCTION & IMPROVMENTS	Permit Fee
New Construction of Cottage - MUST BE BUILT WITHIN THE FIRST TWO YEARS OF LEASING (Vacant Lots ONLY, with septic included.)	\$ 0.00
Replacement of Existing Cottage (Subject to Septic & Demolition Fees) OR New Construction of Cottage (Vacant Lot) – AFTER TWO YEARS OF LEASING	\$ 300.00
Demolitions: Includes roof, framing, foundation, electrical etc.	\$150.00
Renovations – Exterior only	N/A
Replacement of Roof (Shingles only)	N/A
Replacement of Roof (Structural Change)	\$ 80.00
Replacement of Existing Deck	\$ 0.00
Replacement/ Addition of Deck (Enhancing/ Extending)	\$ 80.00
Addition to Cottage	\$ 200.00
Boathouse (not to exceed 720 Sq. Ft.)	\$ 200.00
Boathouse (not to exceed 720 Sq. Ft.) includes living quarters	\$ 250.00
Shed (Pre-Packaged – not to exceed 100 Sq. ft.)	N/A
If there are any discrepancies or disputes between lessees/ neighbors – the person who processed the complaint will be responsible to pay any and all Inspection fees to correct such matter.	N/A
Shed/ Bunkie (Exceeding 100 Sq. Ft. but not to exceed 720 Sq. Ft.)	\$ 100.00
Guesthouse (not to exceed 720 Sq. Ft.) – Separate from existing Cottage (with indoor plumbing, hydro etc.)	\$ 100.00
Septic System/ Water Line/ Drilled Wells (as per O.B.S standards) - Well Drillers/ Contractors must provide a Provincial Permit for our records. - This inspection is separate from new construction	\$ 250.00
Roads/ Driveways	\$ 80.00
Extension of Building Permit – Maximum Building Permit extension is one (1) year.	\$ 200.00
Waterfront improvement/ Sand Point removal on First Nation Territory. (Environmental Site Inspection REQUIRED.)	\$ 150.00
Improvements within Lot – taking place after new construction	\$ 100.00



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A COPY OF THIS PAGE MUST BE DISPLAYED ON SITE. PLEASE POST IN VISIBLE AREA

DEVELOPMENTAL PLAN FOR LOT No. _____, _____ Subdivision, CLSR PLAN No. _____

1. Please indicate what dimensions are on the sketch above. Have these boundaries been verified? The Lessee/ Applicant and or Contractor must define all visible markers. In the absence of markers, the Lessee. Applicant and or Contractor can erect wooden stakes with spray paint to ease visibility.
2. Please indicate the following on your plan: North Arrow, Property Dimensions, Road allowance and Frontage.
3. Indicate where any existing buildings, septic, driveway, etc., are located. If this is a developmental for New Construction, please indicate where the above will be located.
4. The above plan must be reviewed and approved by a qualified building engineer or a qualified building inspector before any work can begin. Have the engineer place his stamp on the drawing, if reviewed by a building inspector, have the inspector sign where indicated.
5. Please indicate on the developmental plan where trees will be removed. No. of trees to be cut: _____
6. Note: Any Trees and or plants removed can not be removed from or off Beausoleil First Nation Territory.



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BUILDING & SITE INSPECTIONS (REQUIRED)

INSPECTION TYPE	DATE OF INSPECTION	COMMENTS:
Plan Evaluation		
Site (Boundary Verification)		
Foundation		
Framing		
Vapor Barrier Insulation		
Electrical		
Other		
FINAL		

This area must be completed. It is important that Inspection dates are agreed upon by the Lessee/ Applicant and Contractor. This also aids in anticipating and scheduling inspections.

Signature: Lessee

Signature: Contractor

Signature: Inspector

Signature: Lands Manager