

Your Guide to Building on Leased Land

Beausoleil First Nation

Lands Management Program

2006



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- Sample of Septic/Holding Tank Inspection Form
- Driveway Standards

BEAUSOLEIL FIRST NATION LANDS MANAGEMENT PROGRAM

For More Information:

Call (705) 247-2051

Fax: (705) 247-2239

Email: acopegog@chimnissing.ca

We hope that this manual will be of assistance to you in taking our a building permit. You can apply for a permit from the Beausoleil First Nation Lands Management Program.



Procedures and Guidelines for Renovations/Improvements

1. Categories that require a building permit are; new construction, additions/renovations, replacement of roof, replacement of Deck, construction of boat houses, sheds, guest houses/bunkies, installation of septic systems, water lines, and installation/construction of roads/driveways.
2. It is the responsibility of the Lessee to arrange for the permit and not the contractor.
3. The applicant will submit a developmental plan with the permit.
4. Proper notification will be given to adjacent tenants. The proposed developmental form will be viewed by the Lands Office.
5. Adjacent tenants will have 10 days after notification to voice any concerns, in writing to the Lands Office.
 - a. No concerns after 10 days the permit will be recommended to Chief and Council.
 - b. Valid concerns will be reviewed by Chief and Council after 10 days. Council will have the final decision based on the following guidelines:
 - i. the height of the building should not exceed 2 stories (30 feet), this includes a full basement.
 - ii. Any buildings should be 10 feet from the property boundaries
 - iii. The exterior of the building should be aesthetically acceptable.
6. Full payment of the permit will be required, as per attached schedule.
7. The applicant is required to schedule inspections at the necessary construction phases and to submit the inspection forms to the Lands Management Office with proper authorized signatures. Inspections to be done by qualified inspectors.
8. First time lessee(s) on a newly issued lot will not be required to pay for a permit, but will be required to adhere to all items above.
9. The lessee must have at least 50% of the construction completed by a qualified First Nation member.
10. These procedures and guidelines may be amended from time to time upon mutual agreement between the First Nation and the Christian Island Cottager's Association.
11. No construction will commence until the permit has been approved by the Lands Department.



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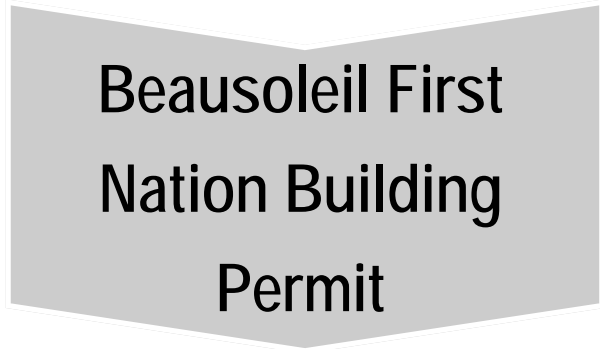
Email: acopegog@chimnissing.ca

Building Permits

When large projects are undertaken on leased land, it is a requirement to fill out a building permit. These documents can be obtained in the Beausoleil First Nation Lands Office



Procedures and Guidelines for
Renovations and Improvements



Beausoleil First
Nation Building
Permit



Developmental Form



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Developmental Plan



The Developmental Plan:

Be exact! Describe everything in detail—distances away from boundaries, size of building etc. A qualified engineer must review and approve the developmental plan *before* any work can begin.



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Leased Lots Septic and Building Responsibilities Continued

Introduction

Any persons that lease land from First Nations are responsible for the proper maintenance of those lands. This normally includes ensuring that any building on that land conforms to the Building Code, Plumbing Code, Electrical Code, Fire Code and Environmental Laws in effect in that area. If the First Nation does not have a bylaw in regards to those codes, the Lessee must meet the Federal Laws as this is considered as Federal Land. If there are no direct Federal laws, Provincial Laws come into force. If the person held or leased property off reserve then they would have to follow the provincial rules and regulations. This is the same on First Nations. The First Nations normally utilize Environmental Health Officers (EHO's) who are Federal Health Inspectors or First Nation Inspectors (FNI's) to check the septic systems to ensure that they are in compliance. The Lessee must do the following when they either have trouble with their septic system or are required to either replace one or have one installed to satisfy their lease obligation.

1. Contact the lands department to see if any permits are required. Get a copy of the layout of the leased lot for the EHO/FNI. These can normally be obtained from the lands department of that First Nation. You may have a copy with your lease agreement.
2. Contact the lands department and advise them you intend to replace or install a septic system. It does not matter what type of system you intend to install. Any fees which the lands department charge must be paid to that department at that time. The fees charge do not include any additional charges that the inspector may have. The EHO does not charge for inspectors services during normal work hours as they are advisors for the First Nation only.

3. Lessees are not allowed to construct any permanent structures or install sewage disposal systems on their lots without expressed written permission from the First Nation. Do not start something you may have to dismantle or remove. This includes cutting down trees or diverting water courses, construction of docks or dredging. These can change the environmental conditions in that area. You may have your lease cancelled due to these types of actions.
4. You are not allowed to build more buildings on or sell part of your lease without full disclosure to the First Nation in writing. Any additional buildings or cottages are not allowed without the expressed written permission and will not be tolerated. The onus is on the Lessee to ensure that the First Nation rules are followed.
5. Find the survey stakes on your lot on all sides. Mark them so that the EHO/FNI and contractors know where the property lines are. The Lessee is responsible for ensuring that any of their buildings or any work done on their lot is "on their own lot". The First Nation is not responsible for moving buildings off the lots. They may however force you to dismantle it at your cost if you do not follow the rules in place.
6. Obtain a Preliminary Approval Form in regards to septic systems. (See page 5 of this manual for a copy) from the Lands Department or Band Office. The Housing Department may have those forms. You must fill out the information as much as possible.
7. Draw a layout of the lot with particular attention to all buildings, lot lines, dimensions, existing septic systems and water supplies within one hundred feet of your proposed septic system. Put in dimensions.



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Leased Lots Septic and Building Responsibilities Continued

8. Get some information on the type of septic system you wish to install. The prices will vary in different locations. It is essential that you obtain a qualified contractor to install the system or give you advice on them. If you install an improper system you will be required to replace at your cost. Obtaining two or three quotes will give you an idea of your costs. Ideally the EHO/FNI would like to see a system which is gravity fed as sewage disposal systems which require electrical features can fail due to mechanical failure over time more quickly if not properly maintained. Remember though, you are responsible for maintenance of these systems.
9. A typical sewage disposal system consists of a two compartment septic tank for solid waste and a tile bed for the disposal of the liquid effluent from the system. All of this must be located on your own lot.
10. The septic tank should be located at least five feet from any building, ten feet is preferred if a deck is going to be located above the tank for maintenance reasons.
11. The tile bed should be at least 100 feet from the high water mark and located away from any river, stream or water course. No buildings are allowed on top of a septic system. Vehicular traffic is also not allowed. Gardens are not recommended on top of a septic system.
12. Your lease normally limits the amount of buildings, the size of any building and what you can do without their permission. Remember, you are basically renting the land, and do not own the property legally. You must obtain permission from the First Nation in writing first.
13. Any sewage disposal system which is approved in Ontario is approved for usage on First Nation lands unless restrictions to types have been issued by the First Nation. The Ontario Building Code with respect to Sewage Disposal System is the technical manual used on First Nations in Ontario by the EHO/ FNI. Additional guidelines may be enforced by them. Copies of this cod can be obtained from provincial book stores.
14. Chemical toilets are restricted to buildings without pressurized water or where there is less than 10,000 litres of greywater used per day. Where a chemical toilet is used a properly constructed grey water pit or cesspool must be constructed to allow for the disposal of kitchen waste water, laundry and shower or bath water in an approved manner. The construction of a grey water pit or cesspool must conform to the standards within the code and consideration to the separation of the water table and waste water (3 foot separation).
15. A test hole must be dug at least five feet deep in the area of the proposed septic system to allow the EHO/FNI to see the existing soil conditions. Please ensure that the test hole is easily seen that it is properly covered to prevent animals and children and adults from falling into it before and after inspection.
16. A septic system can be designed by an engineer with their engineers seal stamped on the plans and layout. This makes them liable in the event of a system failure. Contractors are responsible for at least a two year period from time of final inspection to ensure that their installed systems work as installed. Please ensure that any contracts you sign states that, otherwise you are responsible if a failure happens. After that time period the Lessee is totally responsible. If the system fails, the Lessee must contact the First Nations Lands Department as soon as possible and make repairs as required.
17. The contractor is responsible to ensure that the sewage disposal system is legally installed, will work as intended and materials used are suitable. If it is found that the installer did not



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Leased Lots Septic and Building Responsibilities Continued

follow the Code and First Nation Policy, then they may not be allowed to install anymore systems on First Nations lands.

18. Substitute materials can only be used if granted permission by the First Nation or inspector. This includes fill material and piping.
19. Call for an initial inspection of the lot in question when the above mentioned items are completed. The inspections can only be completed during the weed days during normal work hours. If the lessee requests an inspection outside normal EHO/FNI work hours, that means the inspector will be repaid their time at their overtime rate from and to his or her place of residence. Time and a half weekday work hours and on Saturdays, and double time on Sundays and holidays. A mileage chart will be required at the rate used by that inspector. Call for a secondary inspection when the system is installed so the inspector can inspect the system in place. Same additional charges will apply if the inspection is completed outside normal work hours. It is in your best interest to get inspections during the week whenever possible.
20. Due to workloads, it is also advisable to allow for inspections to be known well in advance as the inspectors can not possibly inspect a system immediately and that appointments can be set up.
21. A holding tank with a visual/audible alarm will only be considered if there is insufficient land area to contain a regular septic tank and tile bed due to water location, well locations including your neighbors and other factors.
22. Read the above items and ensure that you have done what is required first before contacting the inspector for inspection. It is your responsibility to get permits before you or a contractor do any work.

Inspectors

You may call on the following individuals to schedule inspections. It is not the responsibility of the First Nation to arrange for inspections. This is the sole responsibility of the lessee.

Septic:

George Korzeniecki
Environmental Health Officer
Health and Welfare Canada

Phone: 705-327-7560

Fax: 705-327-7874f

Septic and Building:

Kelly Marsden
First Nation Building Inspector

Phone: 705-247-1145



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Listing of Beausoleil First Nation Tradespeople

Contractors

M.A.S Construction Attn: Mike Sandy Phone: 705-247-2383	Sanford & Son Construction Attn: Sanford Mixemong Phone: 705-247-2049 mixemong@sympatico.ca
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Sylvester Construction Attn: Tim Sylvester 705-247-2633	Theo's Contracting Attn: Ted Marsden 705-247-2645
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Robert Monague
705-247-2449

Block Layers

Scott Copegog Phone: 705-247-2441	Bradley Marsden Phone: 705-247-1019
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Sanford & Son Construction See above for contact info.	Theo's Contracting See above contact info.
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David Sylvester
davidsylvester488@hotmail.com
Phone: 705-247-2923

Sylvester Construction
See above contact info.

Carpenters

All Contractors listed

Carpenters

Craig Monague
Phone: 705-247-2382

Robert Monague
705-247-2449

Roger Roote
Phone: 705-247-2152

Graham Sandy
Phone: 705-247-2085

Tim Sylvester
705-247-2633

Bernie Monague
Phone: 705-247-2366

Septic Systems

All contractors listed

**Beausoleil First Nation
Public Works Department**
C/O Gary Monague
705-247-2051

Roofers

Mervin Sunday Sr.
Phone: 705-247-2712

Plumbers

Gerald Monague
Phone: 705-247-2910

Mitchell Monague
Phone: 705-247-2085

Blaine Copegog
Phone: 705-247-2541

Sal King
Phone: 705-247-2046

Building Inspector

Kelly Marsden
Phone: 247—1145



