



Ready-to-Move (RTM) Homes: Project Guide

Applicable to: relocating an RTM.

The following items must be included in your application package:

Site Plan with the following information:

- ☐ Property lines.
- ☐ Size and location of proposed house.
- ☐ Size and location of existing buildings on property. And any building being removed.
- ☐ Distances between buildings and property lines.
- ☐ Show north direction arrow.

House Floor Plan with the following information:

- ☐ Exterior and Interior wall locations/room sizes and overall dimensions.
- ☐ Stair locations and dimensions (cross sections).
- ☐ Window sizes, locations, and type.
- ☐ Door sizes, locations, and swing directions.
- ☐ HVAC unit/system location.

House Structural Drawings with the following information:

- ☐ Foundation Detail (type, size, layout and information).
- ☐ Wall Detail (interior and exterior).
- ☐ Roof Detail (engineered truss design and layout, roof rafters).
- ☐ Floor Detail (engineered joists design and layout, dimensional lumber).
- ☐ Any “Tall Wall” design details; note substantial “Tall Walls” will require professional design and engineered sealed drawings.

☐ Proposed route and expected timeline.

☐ Mechanical Ventilation Design Worksheet (filled out by the mechanical contractor). See page 3.

☐ RTM Approval Documentation

- ☐ Documentation to be demonstrated that the RTM Home was constructed at a CSA approved facility, or
- ☐ Inspection reports demonstrating the RTM Home was inspected at the framing stage, and insulation/poly stage by a Class 1 (or higher) Building Official.

Due to the irregular size and shapes of lots within the Organized Hamlet of Crystal Lake, the lot shall be legally surveyed and staked to guarantee the required setbacks. In accordance with the Municipal Zoning Bylaw, all residential buildings shall be set back from the property line as follows:

- Front Yard (street side): 3 m
- Back Yard (lakeside): 3 m
- Side yard: 1.5 m (restrictions may apply)



Windowsills, eaves, gutters, chimneys, decks etc may encroach 1.5 m into a setback however will not be permitted within 1 m of the lot line.

☐ Copy of the Certificate of Title

When is an Engineer Required?

Professionally designed sealed engineer drawings are required for the following conditions:

- Grade Beam and pile foundation supporting living space.
- Shallow garage footing foundation supporting living space.
- Walk-out foundations.
- When set out by recommendations of a geo-technical investigation.
- Substantial "Tall Wall" systems (i.e. studs full height of 2-storeys).

Manufactured Home Definitions

Mobile Home: a portable structure built on a metal chassis that:

- Is defined in the Canadian Standards Association (CSA) z240 MH standards as a "mobile home", a "multiple section mobile home", or a "swing out and expandable room section mobile home", and
- Bears a CSA seal attesting that the structure complies with the Z240 standards.
- Mobile homes are also constructed with a deformation resistant frame which allows them to be placed on surface riding foundation such as wood cribbing.
- Some Building Officials will not accept mobile units older than the mid-1990s because of lower grade construction and safety standards (i.e. flammable interior wall boarding).

Modular Home: is a factory-built house that is designed and intended for use as a domestic residence and:

- Is constructed in climate-controlled factories, usually an assembly line by assembling manufactured three-dimensional modular units, each with four walls and a roof/ceiling, that are each at least one room or living area.
- Bears a CSA seal attesting that the structure complies with the Z240 standards.
- Modular homes are designed to be placed on basements or crawlspaces that follow the prescriptive requirements of Part 9 of the National Building Code (NBC). Some modular homes are designed with a deformation resistant frame which allows the house to rest on the same surface foundation a mobile home permit.

Ready-to-Move (RTM): is a house that is fully assembled by the builder off site in a yard or facility that:

- Is a single structure designed for to be placed on basements or crawlspaces that follow the prescriptive requirements of Part 9 of the National Building Code (NBC).
- Is entirely constructed away from the site on which it will be affixed to the permanent foundation.
- RTM homes that are not constructed in a certified and audited CSA-277 facility are required to be inspected by a Saskatchewan Class 1 (or higher) Building Official at the framing stage, and prior to drywall stage with documented inspection reports available to the municipality prior to issuing a building permit.
- RTM homes not constructed in a CSA-277 facility, and that have not been inspected at required stages will not be permitted.

This project guide has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect. Users are advised to contact the Rural Municipality of Keys No. 303 for assistance as they accept no responsibility for persons relying solely on this information.



RESIDENTIAL VENTILATION SYSTEM DESIGN & INSTALL CERTIFICATION

To be completed by the mechanical contractor.

Project Land Location: _____

Owner Name: _____

Ventilation Contractor: _____ **HRAI # (if applicable):** _____

Part 1 - Ventilation System Design (Submit Prior to Installation)

The ventilation system will be designed and constructed in accordance with:

- ☐ Section 9.32 of the NBC ☐ CAN/CSA – F326 (HRAI certification number must be provided above)

The ventilation system will be comprised of (check all that apply):

☐ A combination of a Heat Recovery Ventilator and Supplemental Exhaust Fan(s) as described in Articles 9.32.3.3 to 9.23.3.7 and 9.32.3.12 of NBC.

☐ A separate Principal Ventilation Fan and Supplemental Exhaust Fan(s) as described in Articles 9.32.3.3. to 9.32.3.7 of NBC, or in conformance with the requirements of CAN/CSA-F326-M.

☐ Heating appliances (furnaces, water heaters, fireplaces, etc.) are direct vent or mechanically vented.

☐ Heating appliances (furnaces, water heaters, fireplaces, etc.) are not direct vent or mechanically vented, and Protection Against Depressurization will be achieved:

- ☐ In accordance with Article 9.32.3.8 of NBC.
- ☐ Through the test method described in CAN/CGSB-51.71, “The Spillage Test: Method to Determine the Potential for Pressure-Induced Spillage from Vented, Fuel-Fired, Space Heating Appliances, Water Heaters, and Fireplaces”.

Part 2 – Install Certification (Submit After Installation)

**required to be submitted prior to Final Inspection*

The installer's signature is declaration that the ventilation system installation meets the submitted system design, and all applicable requirements of The National Building Code of Canada, 2010. The contractor is responsible for balancing the system to the design air flows, as well as balancing the Heat Recovery Ventilator (if applicable).

Signature

Date

Print Name

Company