

**GENERAL OPERATING BY-LAW  
NO. 2.0  
BUILDING BY-LAW**

A By-law relating  
generally to the transaction of the affairs of

**BEULAH CAMP AND CONFERENCE CENTER OF THE  
ATLANTIC DISTRICT OF THE WESLEYAN CHURCH**

hereinafter referred to as

**“BCCC”**

WHEREAS the BCCC is operated under the authority of the Atlantic District of the Wesleyan Church;

**AND** the BCCC, continues under the Canada Not-For-Profit establishments;

NOW THEREFORE BE IT ENACTED that By-law 2.0, named Building By-Law, be enacted as a General Operating By-law of BCCC.

The Beulah Camp and Conference Center (BCCC) Board under the authority of the Atlantic District of the Wesleyan Church enacts:

**SCOPE**

**1. The purpose of this by-law is:**

- a. to establish the process for obtaining approval for construction or alteration of buildings by the lessee(s) on BCCC leased property; and
- b. to establish standard set-back requirements for buildings on BCCC property.

**DEFINITIONS**

**2. In this by-law:**

- a. “alter” means to make structural or other changes to a building or structure that extends beyond regular maintenance;
- b. “building” refers to any structure used, or intended to be used, for shelter or occupancy;
- c. “structure” refers to anything constructed or placed on the leased lot;
- d. “occupancy” refers to the use, or intended use of a building, or part thereof, for shelter of persons, animals and/or possessions;
- e. “accessory building” refers to any structure used for storage or shelter for possessions of the lessee(s);
- f. “setback” is the open area between a structure, inclusive of deck and stairs, and the property line.



### **3. Permission to build or alter regulations**

- a. Any new construction of structures, whether constructed onsite or prefabricated, inclusive of cottages/ houses, sheds, bunkhouses, garages, decks, shelters, and fences must be approved through a formal application to the BCCC.
- b. Any external alterations, beyond regular maintenance, to any existing structure, inclusive of cottages/ houses, sheds, bunkhouses, garages, decks, shelters, and fences must be approved through a formal application to the BCCC.
- c. Application to build or alter any structure is obtained through the completion of the form accessed on the BCCC website at <https://www.beulahcamp.com/residents/forms/>; or in paper format available from the website or picked up at the district office.
- d. All new construction or alterations must comply with municipal code. A building permit number, if applicable, must be submitted with the application prior to the commencement of construction.

### **4. Structural Requirements and Conditions**

- a. a) Cottages/ houses must not exceed overall height of 6.1 meters (20 ft.), measured from the highest ground point to peak.
  - i. A variance to this standard may be considered through the submission of a request to the PAC.
  - ii. The PAC will assess the request and render a decision based on established criteria.
- b. Accessory buildings, including but not limited to storage sheds, bunkhouses, and shelters, on regular lots, approximately 15.2 meters by 15.2 meters (50' by 50'), shall not exceed an area of 9.3 square meters (100 sq. ft.) and a maximum peak height of 3.05 meters (10 ft.). Larger lots (approximately 15.2 meters by 22.9 meters (75' by 50')) may have an accessory building up to a maximum of 11.2 meters (120 sq. ft.). Any existing buildings are grandfathered until such time as they are removed or structurally reconfigured.
- c. Buildings must be built to withstand year around weather conditions and shall be maintained in such condition.
- d. Fences and hedges on leased property must not exceed 1.2 meters (4 ft.) in height. Existing fences and hedges are grandfathered until such time as they are replaced.

### **5. Setback Guidelines for cottages/ houses, mobile homes, trailers and accessory buildings**

- a. Cottages/ houses, mobile/ mini homes and trailers, excluding those on trailer park lots, must be located a minimum of 3.0 meters (10 ft.) from the front of the leased property, 1.5 meters (5 ft.) from the back and 1.2 meters (4 ft.) from the sides.
- b. Accessory buildings must be located a minimum of 4.6 meters (15 ft.) from the front of the leased property, 0.6 meters (2 ft.) from the back and 0.6 meters (2 ft.) from the sides.



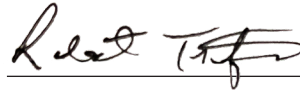
## 6. Lot Coverage

- a. Open space must have a minimum of 25% soft-scape, which means vegetation compatible (grass, flowers, shrubs).
- b. Trees and shrubbery may not be removed without permission from a BCCC designated authority. This includes shoreline, BCCC held property and forest. Regular gardening and pruning on the lessee's own lot is permitted

Enacted this November 9, 2023



Tami Mutch-Ketch,  
Executive Director



Robert Trafton,  
Property Development Officer