



City of  
**Prince Albert**

**Community Development Department**

City of Prince Albert  
1084 Central Avenue

P: 306.953.4370

**OFFICE HOURS**

8:00 a.m. — 4:45 p.m.  
Monday to Friday

This brochure 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 Community Development Dept. for assistance, as the City of Prince Albert accepts no responsibility to persons relying solely on this information.

# Good Neighbour Guide

Information and considerations for how to be a good neighbour during a construction project

**Community Development Department**

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Prince Albert SK S6V 7P3  
P: (306) 953-4370

[www.citypa.ca](http://www.citypa.ca)



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## Development Responsibilities & Considerations

The purpose of the Good Neighbour Guide is to educate the public on their responsibilities and the considerations that should be made when completing or living next door to a development project.

### General Considerations

Taking steps to communicate with your neighbours before work begins may help you gain support for your project and minimize disruptions for your neighbours. Try to share project details with adjacent property owners, and provide them with contact information in case they have questions or concerns.

Prior to starting work, it is also a good practice to document the condition of adjacent private and public properties, sidewalks, roads, fences, etc. During construction, avoid damaging nearby properties. When construction has finished, ensure the condition of all adjacent property is in the condition it was in when construction began, and consult with property owners if anything needs to be repaired.

*The City of Prince Albert is not responsible for disputes between private property owners.*

### Developer Responsibilities

The City has a number of bylaws and regulations in place to manage development and its impact on the surrounding neighbourhood. If you undertake a construction project, you must:

- Obtain all required permits and approvals prior to starting work, including development, building, and encroachment permits;
- Adhere to regulated construction hours, 7:00 AM—11:00 PM;
- Keep sidewalks and roadways clean and free of mud and debris;
- Properly identify your property lines and do not assume a fence follows your property line;
- Ensure water run-off from your worksite is properly managed and not negatively impacting neighbouring properties;
- Take care to keep construction operations from encroaching on neighbours' property;

- Identify ownership of trees by calling the City, and ensure existing trees and landscaping are protected from any potential damage;
- Ensure all waste is properly disposed of and contained;
- Maintain required construction fencing if hazards are present;
- Ensure adjacent buildings are protected from damage when excavation is taking place;
- Keep driveways and sidewalks passable by not blocking them with parked equipment;
- Keep nuisances such as dust, noise, and smells to a minimum, and ensure lighting is directed away from neighbouring properties;
- Restore all sites to a clean and safe condition once any demolition or construction is completed; and
- Be considerate and avoid overwhelming the neighbourhood with vehicles parked on street by making a parking plan for employees and subcontractors and parking on-site where possible.

### Responsibilities as a Neighbour

If development is taking place in your neighbourhood, you should expect some temporary disruption in your daily life as construction is ongoing. If you believe that a neighbour or contractor is neglecting some of their responsibilities during construction, first try to speak to them to address the issue. If the issue is unresolved and you need further assistance, contact the City to discuss.

## Contact Information

**For further information please contact us at the numbers below:**

Questions about street and sidewalk cleaning, garbage pick up, encroachment permits, road closures, or water and sewer issues?  
**Contact Public Works - 306-953-4900**

Questions about trees, landscaping requirements, weed control, or issues in parks?  
**Contact Parks, Recreation & Culture Dept. - 306-953-4800**

Questions about land use, zoning districts, building and development permits, signage, easements or other concerns related to development?  
**Contact Community Development Dept. - 306-953-4370**

