



## PERMIT RMMK-23-\_\_ APPLICATION FOR DEVELOPMENT PERMIT

**1) Applicant (Must be registered owner):**

Registered Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact Number \_\_\_\_\_ Email \_\_\_\_\_

**2) Property (Civic or Legal or Land Location):**

Civic or Jobsite Address \_\_\_\_\_

Lot \_\_\_\_\_ Blk \_\_\_\_\_ Plan \_\_\_\_\_

Part \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ W2

Certificate of Title No. \_\_\_\_\_ Date \_\_\_\_\_

**3) Lot Size:**

Dimensions \_\_\_\_\_ Area \_\_\_\_\_

**4) Existing Land Use:**

**5) Proposed Land Use/Description of Proposed Development:**



## 6) DOCUMENTS TO INCLUDE FOR ALL DEVELOPMENT APPLICATIONS

- a) Site Plan showing the following:
  - i) Site dimensions & shape, side yard, front yard & rear yard setbacks.
  - ii) Location, size and use of all existing and proposed buildings or structures & easements dimensioned to the site lines.
  - iii) Distance between Principal and Accessory Building.
- b) Site topography and special site conditions (which may require a contour map) including ponds, streams, other drainage runs, culverts, ditches, and any other drainage features.
- c) The location and size of trees and other vegetation, especially natural vegetation, street trees, and mature growth.
- d) Proposed on-site and off-site services.
- e) A Geo-Tech Report provided by an Engineer.

## 7) TIMELINE

- a) Start Date: \_\_\_\_\_
- b) Estimated Completion Date: \_\_\_\_\_

## 8) Other Information

9) Mobile Homes: C.S.A. Z240 Approval Number \_\_\_\_\_

10) Modular/RTM: C.S.A. Z277 Approval Number \_\_\_\_\_

11) Park Model Home: C.S.A. Z241 Approval Number \_\_\_\_\_

12) Modular date of Manufacture \_\_\_\_\_



### 13) DECLARATION OF APPLICANT

I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_

In the Province of \_\_\_\_\_, do Solemnly declare that the above statements contained within the Application are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath, and by virtue of "*The Canada Evidence Act*".

I agree to indemnify and hold harmless the Rural Municipality of McKillop from and against any claims, demands, liabilities, costs, and damages related to the development undertaken pursuant to this application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner



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**FOR MUNICIPAL OFFICE USE ONLY:**

**RMMK-23-\_\_**

1. Present Zoning: \_\_\_\_\_
2. Proposed Use(s): Principal \_\_\_\_\_  
Accessory \_\_\_\_\_
3. Proposed Setbacks: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side 1 \_\_\_\_\_ Side 2 \_\_\_\_\_
4. Size of Building Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_
5. Application Status: Meets Bylaw Requirement \_\_\_\_\_  
Does Not Meet Bylaw Requirements \_\_\_\_\_

Other Regulations/Comments/Conditions:

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**Date**

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**Development Officer**



## FORM A - APPLICATION FOR BUILDING PERMIT

I hereby make application for a permit to:

☐ Construct

Permit No. RMMK-23-

☐ Alter

☐ Reconstruct

Alt No.

a building according to the information below and to the plans and documents attached to this application.

**Applicant (must be completed by the registered owner):**

Registered Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact Number \_\_\_\_\_ Email \_\_\_\_\_

**Property (Civic or Legal or Land Location):**

Civic Address \_\_\_\_\_

Legal Description: Lot \_\_\_\_\_ Blk \_\_\_\_\_ Plan \_\_\_\_\_

Land Description: Part \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ W2

Certificate of Title No. \_\_\_\_\_ Date \_\_\_\_\_

Nature of work: \_\_\_\_\_

Intended use of building: \_\_\_\_\_

Size of building: Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_

Number of storeys: \_\_\_\_\_

Fire Escapes: \_\_\_\_\_

Number of stairways: \_\_\_\_\_

Width of stairways: \_\_\_\_\_

Number of exits: \_\_\_\_\_

Width of exits: \_\_\_\_\_

Foundation Soil Classification Type: \_\_\_\_\_

Footings: \_\_\_\_\_

Material: \_\_\_\_\_

Size: \_\_\_\_\_

Foundation: \_\_\_\_\_

Material: \_\_\_\_\_

Size: \_\_\_\_\_

Exterior Walls: \_\_\_\_\_

Material: \_\_\_\_\_

Size: \_\_\_\_\_

Roof: \_\_\_\_\_

Material: \_\_\_\_\_

Size: \_\_\_\_\_

Studs: \_\_\_\_\_

Material: \_\_\_\_\_

Spacing: \_\_\_\_\_

Floor Joists: \_\_\_\_\_

Material: \_\_\_\_\_

Spacing: \_\_\_\_\_

Girders: \_\_\_\_\_

Material: \_\_\_\_\_

Spacing: \_\_\_\_\_

Rafters: \_\_\_\_\_

Material: \_\_\_\_\_

Spacing: \_\_\_\_\_

Chimneys: \_\_\_\_\_

Number: \_\_\_\_\_

Size: \_\_\_\_\_

Material: \_\_\_\_\_

Thickness: \_\_\_\_\_

Heating: \_\_\_\_\_

Lighting: \_\_\_\_\_

Plumbing: \_\_\_\_\_

Estimated Cost of Construction (excluding site): \_\_\_\_\_

Building Area (of largest storey): \_\_\_\_\_

**I hereby agree that it is my responsibility to ensure compliance with the Act, Regulations, NBC, NECB and the Building Bylaw and that I must call for inspections as required by the Plan Review issued by Professional Building Inspections. I agree to allow the building official onto my property at any reasonable hour to conduct inspections.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner

## Residential Permit Information Form (PIF)

### Municipal Office Use Only

Municipality: _____ Development Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No Geotech Required: <input type="checkbox"/> Yes <input type="checkbox"/> No Municipal Official: _____	Date: _____ Permit No: RMMK - 23- _____ Expiry Date: _____ Signature: _____
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### Information Below To Be Completed By The Applicant

#### Contact & Email Consent

Building Owner: _____ Mailing Address: _____ Email Address Owner: _____	Home Phone: _____ Cell Phone: _____
Contractor: _____ Contact Person: _____ Email Address Contractor: _____	Business: _____ Cell Phone: _____
Signature: _____	Date: _____

\* I declare that I am the owner of this property, and I will notify PBI of any email changes if applicable.  
 \* By signing above, I consent to email delivery to all named above of PBI reports and related documents pertaining to this building permit.  
 \* Please note that failure to receive an emailed report or related documents does not release the property owner (s) from their responsibility to comply in all regards with the building standards (Saskatchewan Construction Code Act, Municipal Building Bylaws, and National Building Code of Canada).  
 \* **Note that owners should always include themselves on this form.**

#### Jobsite Location

Civic Address: _____ Legal Land Location: _____ Lot(s) _____ Block _____ Plane No _____ or: _____ Quarter Section _____ Township _____ Range _____ Meridian _____ Description: _____ Subdivision / Landmark: _____	
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#### Project Details

<b>* Please fill in Sections 1a) plus 1b), or just Section 2)</b>	
1a)	<b>Single Family Dwelling</b> (Select One Permit Type That Best Describes the Dwelling) <input type="checkbox"/> New Home <input type="checkbox"/> RTM <input type="checkbox"/> Post-Move <input type="checkbox"/> Modular Home <input type="checkbox"/> Duplex Unit
1b)	<b>Select Below ALL that Pertain to this Permit AND are included with the plans submitted to PBI for Review:</b> <input type="checkbox"/> Basement Development <input type="checkbox"/> Deck <input type="checkbox"/> Attached Garage (Insulated) <input type="checkbox"/> Attached Garage (Not Insulated)
2)	<b>Residential Building Project</b> (Separate Permit is Required for Each Project type) <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> <input type="checkbox"/> Addition      <input type="checkbox"/> Attached Garage      <input type="checkbox"/> Deck      <input type="checkbox"/> Basement Development  <input type="checkbox"/> Renovation      <input type="checkbox"/> Roof Extension      <input type="checkbox"/> Sunroom      <input type="checkbox"/> Secondary Suite  <input type="checkbox"/> Detached Garage      <input type="checkbox"/> Accessory Building      <input type="checkbox"/> Accessory Building w/Living      <input type="checkbox"/> Pole Building  <input type="checkbox"/> Boat House      <input type="checkbox"/> New Foundation      <input type="checkbox"/> Retaining Wall      <input type="checkbox"/> Demolition         </div> </div>

This document must be submitted to PBI by the municipal office

## Residential Plan Review Checklist

Box 517 Stn. Main  
White City, SK S4L5B1  
Ph: 306-536-1799  
Fax: 306-781-2112  
office@pro-inspections.ca

### Project Information

<b>Municipality:</b> _____  <b>Job Site Address:</b> _____  <b>Owner's Name:</b> _____	<b>Permit No:</b> RMMK-23 _____  <b>Project Type:</b> _____  <b>Cell Phone:</b> _____
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### Residential Project Type

REQUIRED for a Plan Review	New Dwelling / Housing Unit	RTM / Modular / Post-Move	Mobile (Manufactured) Home	Addition / Living Space / Sec. Suite	Renovation (structural or egress)	Basement Development	Deck (not covered or enclosed)	* Attached Garage (unheated)	* Det Garage / Acc. Bldg. (unheated)	* Pole Building (unheated)	Retaining Wall (if collapse affects a structure)	Foundation Replacement	Solar Panels (PV or Hot Water)	Storage only - no living space & unheated
<p>Provide <b>designs and required documents in PDF format</b> as indicated by the unshaded boxes for the project (shaded box means not required).</p> <p>A plan review must be completed by PBI <u>before</u> a building permit is issued.</p> <p style="color: red;">E-mail plans and documents in PDF format to the <u>municipal office</u>.</p> <p><i>Requirements may vary for unique or larger projects. Please consult with PBI.</i></p>														
<b>Site Plan</b> (e.g. lot size & shape; indicate North; project size on lot, distance to all property lines, indicate what borders each property line, label streets, etc.)														
<b>Building Plans</b> (e.g. floor plans, exterior elevations, cross sections, structural details, window & door types, sizes & locations, stair configurations, material lists, specs, etc.)														
<b>Energy Code Forms</b> (applicable to compliance option, code edition & climate zone)														
<b>Building Designs stamped by an engineer</b> (project specific for <u>intended use</u> *)														
<b>Foundation Designs stamped by a structural engineer</b> (site specific)														
<b>Geotechnical Report</b> (if required by zoning bylaws or engineer recommendation)														
<b>PBI Specifications sheet</b> (plus all information requested in the sheets)														
<b>Information Below is Required BEFORE THE FRAMING INSPECTION</b>														
<b>Engineer-stamped roof truss designs &amp; layouts</b> (NBC compliant)														
<b>Engineer-stamped floor truss and/or LVL designs &amp; layouts</b>														
<b>Fireplace or Wood Stove Manufacturer Specifications</b>														
<b>Residential Mechanical Ventilation Design Summary</b>														

<p><b>* Pole Building</b> (Please detail intended use. Note if vehicles will be repaired in the building, if building is for personal or business use, etc.)</p>

<b>Signature:</b> _____	<b>Date:</b> _____
<p>* I declare that I am the owner of this property, and I will notify PBI of any email changes if applicable.</p> <p>* Please note that failure to receive an emailed report or related documents does not release the property owner (s) from their responsibility to comply in all regards with the building standards (Saskatchewan Construction Code Act, Municipal Building Bylaws, and National Building Code of Canada).</p>	



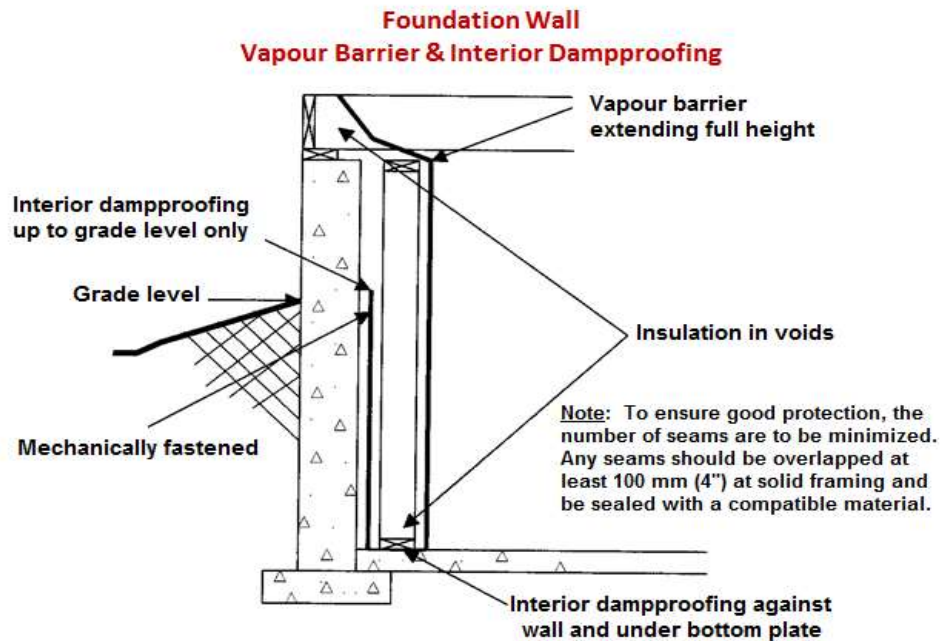


Owner Name: \_\_\_\_\_

Municipality: \_\_\_\_\_

Owner: (Cell) (306) \_\_\_\_\_ (H) (306) \_\_\_\_\_

Jobsite Address: \_\_\_\_\_



**(2) Complete the information below regarding the proposed development:**

**Total Area Being Developed** (indicate ft<sup>2</sup> or m<sup>2</sup>): \_\_\_\_\_

**Foundation Perimeter Walls Are Currently:**

- ☐ Exposed ☐ Framed ☐ Insulated  
☐ Vapour Barrier ☐ Sheathed ☐ \_\_\_\_\_

**Protection from Dampness:**

- ☐ PT Bottom Plate ☐ Poly / Sill Gasket ☐ \_\_\_\_\_

**Bedroom/Sleeping Room Window Types:**

- ☐ Casement ☐ Awning-Inswing ☐ Awning-Outswing  
☐ Slider ☐ \_\_\_\_\_

**Bedroom Window Sizes:** (Note below as W" x H")

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

**Bedroom Window Unobstructed Opening:**

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

(Openable portion must not be less than 0.35m<sup>2</sup> (3.8 ft<sup>2</sup>) in area, with no dimension less than 380mm (15"), and must have 760mm (30") minimum clearance space in the window well when window is in the open position.)

**Door Sizes (W" x H") and Quantity** (note below)

- ☐ 24" x 78" ☐ 30" x 78" ☐ 32" x 78"  
(min-bathroom) (min-bedroom) (min- furnace room)  
# \_\_\_\_\_ # \_\_\_\_\_ # \_\_\_\_\_

**Secondary Suite Proposed?**

- ☐ No ☐ Yes

(If Yes, please provide a floor plan prepared by an experienced designer.)

**Stairs Protected By:**

- ☐ Wall ☐ Guards-36" H ☐ \_\_\_\_\_

**Proposed Ceiling Type:**

- ☐ Suspended ☐ Gyproc ☐ \_\_\_\_\_

**Proposed Ceiling Height:** (NBC minimum noted)

- ☐ 2.1m (6'-11") ☐ \_\_\_\_\_

**Fireplace:**

- ☐ None ☐ Natural Gas ☐ Electric  
☐ Wood Burning (stove or insert) ☐ \_\_\_\_\_

(Submit manufacturer's installation specifications with application)

**Smoke Alarm Installed In:**

- ☐ Bedroom(s) ☐ Hallway ☐ Common Area

**Carbon Monoxide (CO) Alarms Installed:**

- ☐ In Bedroom(s) ☐ Within 16' of each bedroom door

**Proposed Bathroom:**

- ☐ None ☐ 2 piece ☐ 3 or 4 piece

**Bathroom Fan Exhausts To:**

- ☐ Outdoors ☐ House Ventilation System (HRV)

**Kitchen Fan Exhausts To:**

- ☐ Outdoors ☐ House Ventilation System (HRV)