



PERMIT RMMK-24-__ APPLICATION FOR DEVELOPMENT PERMIT

1) Applicant (Must be registered owner):

Registered Owner _____

Mailing Address _____

Telephone Number _____ Email _____

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

Civic _____

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



FOR MUNICIPAL OFFICE USE ONLY:

RMMK-24-__

- 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:

Date

Development Officer



FORM A - APPLICATION FOR BUILDING PERMIT

I hereby make application for a permit to:

- Construct
- Alter
- Reconstruct

Permit No. RMMK-24-

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: _____ Date: _____

Development Approved: Yes No PBI Number: RMMK-24- _____

Geotech Required: Yes No Permit Expiry Date: _____

Municipal Official: _____ Signature: _____

Information Below To Be Completed By The Applicant

Contact & Email Consent

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

Project Details

*** Please fill in Sections 1a) plus 1b), or just Section 2)**

1a) **Single Family Dwelling** (Select One Permit Type That Best Describes the Dwelling)

New Home RTM Post-Move Modular Home Duplex Unit

1b) **Select Below ALL that Pertain to this Permit AND are included with the plans submitted to PBI for Review:**

Basement Development Deck Attached Garage (Insulated) Attached Garage (Not Insulated)

2) **Residential Building Project** (Separate Permit is Required for Each Project type)

Addition Attached Garage Deck Basement Development

Renovation Roof Extension Sunroom Secondary Suite

Detached Garage Accessory Building Accessory Building w/Living Pole Building

Boat House New Foundation Retaining Wall Demolition

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

Municipality: _____	Permit No: RMMK-24 _____
Job Site Address: _____	Project Type: _____
Owner's Name: _____	Cell Phone: _____

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 style="text-align: center;">Provide designs and required documents in PDF format as indicated by the unshaded boxes for the project (shaded box means not required).</p> <p style="text-align: center;">A plan review must be completed by PBI <u>before</u> a building permit is issued.</p> <p style="text-align: center; color: red;">E-mail plans and documents in PDF format to the <u>municipal office</u>.</p> <p style="text-align: center;"><i>Requirements may vary for unique or larger projects. Please consult with PBI.</i></p>														
Site Plan (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.)														
Building Plans (e.g. floor plans, exterior elevations, cross sections, structural details, window & door types, sizes & locations, stair configurations, material lists, specs, etc.)														
Energy Code Forms (applicable to compliance option, code edition & climate zone)														
Building Designs stamped by an engineer (project specific for <u>intended use</u> *)														
Foundation Designs stamped by a structural engineer (site specific)														
Geotechnical Report (if required by zoning bylaws or engineer recommendation)														
PBI Specifications sheet (plus all information requested in the sheets)														
Information Below is Required BEFORE THE FRAMING INSPECTION														
Engineer-stamped roof truss designs & layouts (NBC compliant)														
Engineer-stamped floor truss and/or LVL designs & layouts														
Fireplace or Wood Stove Manufacturer Specifications														
Residential Mechanical Ventilation Design Summary														

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

Signature: _____	Date: _____
<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>	

RENOVATION – PBI SPECIFICATIONS



Owner Name: _____ Municipality: _____
Owner: (Cell) (306) _____ (H) (306) _____ Jobsite Address: _____

Residential

Renovations typically require a building permit if there is any change to the:

- **structural framing** (e.g. cutting existing framing members or adding new framing members, etc.)
- **use** (e.g. changes to or creating bedrooms/sleeping rooms; developing new living space, etc.)
- **occupancy type** (e.g. converting a single family dwelling into a care home, or a storage garage into living space, etc.)

(1) Please select the renovation type below that best describes your project:

- Window replacement** (changing the size of the existing windows.)
- Window replacement** (installing new windows in bedrooms/sleeping rooms.)
- Door replacement** (changing the size of existing doors.)
- Kitchen remodeling** (changing cabinets and cooktops.)
- Removing wall(s) or cutting opening in existing wall(s)** (essentially, any reno that cuts structural members.)
- Converting a space into a bedroom or sleeping room.**
- Adding or extending a roof over a deck or other exterior space.**
- Adding a sunroom or deck enclosure.**
- Changing the size of an exterior deck or landing** (please complete the **Deck – PBI Specifications** sheet.)
- Basement development** (please complete the **Basement Development – PBI Specifications** sheet.)
- Creating a secondary suite** (please submit drawings prepared by an experienced designer.)
- Adding a bathroom.**
- Other:** _____

(2) In the space below, please describe your renovation project in as much detail as possible:

Note age (year built) of existing building: _____

Date: _____ **Owner Signature:** _____

(3) On a separate sheet please provide the following, if applicable:

- Sketch of renovation project or floor plan layout.
- Manufacturer specifications or product brochures (i.e. windows, doors, cooking appliances, etc.)
- Site plan if existing building changes shape (i.e. show placement on the lot and setbacks to property lines.)