



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



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:

Date

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

* Please fill in Sections 1a) plus 1b), or just Section 2)	
1a)	Single Family Dwelling (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)	Select Below ALL that Pertain to this Permit AND are included with the plans submitted to PBI for Review: <input type="checkbox"/> Basement Development <input type="checkbox"/> Deck <input type="checkbox"/> Attached Garage (Insulated) <input type="checkbox"/> Attached Garage (Not Insulated)
2)	Residential Building Project (Separate Permit is Required for Each Project type) <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

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: _____ Job Site Address: _____ Owner's Name: _____	Permit No: RMMK-23 _____ Project Type: _____ Cell Phone: _____
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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 designs and required documents in PDF format 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>														
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														

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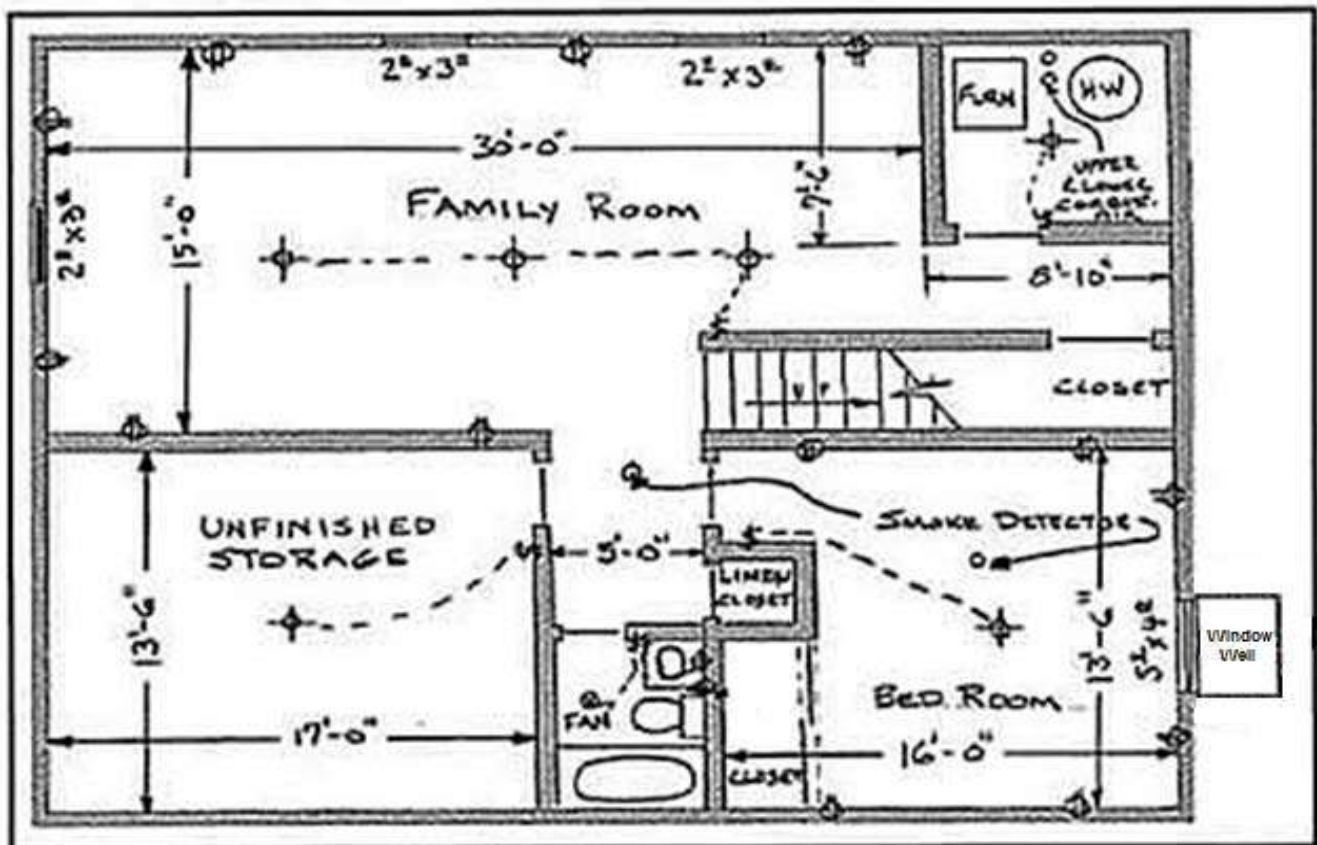
Signature: _____	Date: _____
<p><small>* I declare that I am the owner of this property, and I will notify PBI of any email changes if applicable.</small></p> <p><small>* Please note that failure to receive an emailed report or related documents does not release the property owner (s) from their responsibility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

Basement Development - PBI Specifications

(1) Provide a floor plan SKETCH on a separate sheet and note the following:

- ☐ Draw the **perimeter walls** of the basement and note the **total area to be developed** (ft² or m²).
- ☐ Draw the **room layout** (existing and proposed rooms) and show the **location of the stairs** (note width.)
- ☐ Note the **dimensions of all rooms** (indicate ft or m).
- ☐ Label the **intended use of each room** (e.g. Rec Room, Bathroom, Bedroom, Utility, Office, Storage, etc.)
- ☐ Show all **walls, partitions, closets, doorways and windows**.
- ☐ Draw the **door swing direction** on all doorways and note the **door width**.
- ☐ Note the **window sizes** for each basement window and note the **window opening type** in each bedroom.
- ☐ If applicable, show the **proposed fireplace location and type** (i.e. natural gas, wood burning, electric, etc.)
- ☐ Using symbols, note the locations of **smoke alarms** (☉) and **CO alarms** (☉) (combine symbols for combination units.)
- ☐ For **bathrooms**, show the locations of **fixtures** (sink, toilet, tub) and **exhaust fan**.
- ☐ For **kitchenettes**, note the location of **cabinets, counters, sinks, and appliances, including cooktops**.
- ☐ For **secondary suites**, please submit architectural drawings prepared by an experienced designer, as NBC requirements are significantly different for secondary suites than basement developments.

Sample Floor Plan



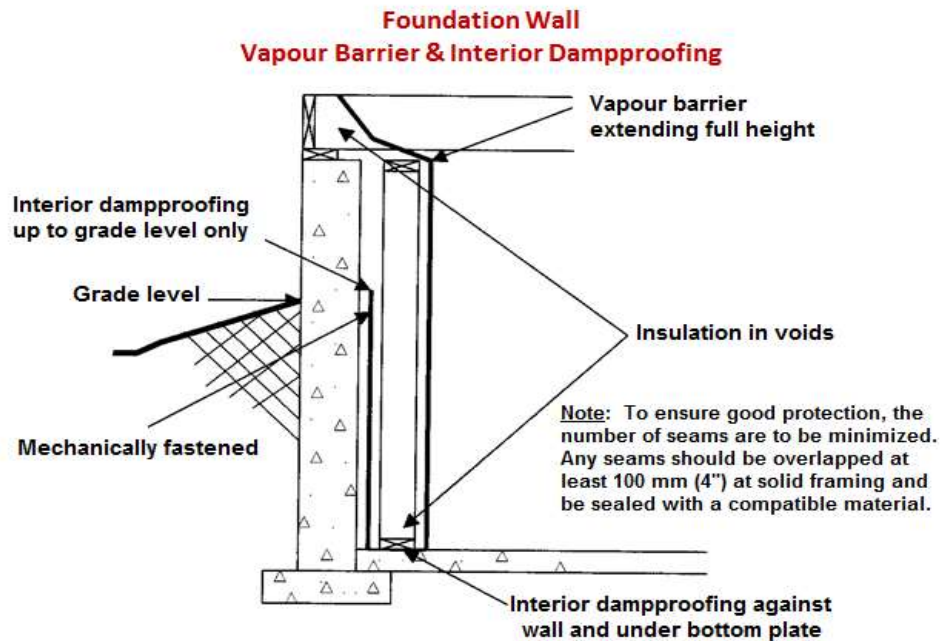
- ☐ Answer all questions on page 2 and submit with your floor plan.
- ☐ Please contact PBI at (306) 536-1799 if you have any questions.

Owner Name: _____

Municipality: _____

Owner: (Cell) (306) _____ (H) (306) _____

Jobsite Address: _____



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

Total Area Being Developed (indicate ft² or m²): _____

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 0.35m² (3.8 ft²) 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)

ENERGY EFFICIENCY COMPLIANCE FORM

Section 9.36. of the National Building Code of Canada (NBC)

Submit the design option section(s) for a new building, addition or major alteration to comply to NBC 9.36.

All calculations must be completed by a competent person* and be attached to this form to be considered complete and accepted for review.

* **Competent Person** means a person, firm or corporation who is knowledgeable and experienced in the application of NBC Section 9.36. for the design of buildings and/or building systems.

Owner Name:			Permit Number (Office Use):	
Project Address:				
Occupancy Type:		Floor Area (m²)		Climate Zone 7A

Design Option:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prescriptive	Trade-Off	Performance	
Complete Section 'A'	Complete Sections 'A & B'	Complete Section 'C'	

Section A (Part 1): Prescriptive

HRV: ☐ Yes ☐ No

Additional information that must be submitted for review:

- | | |
|--|---|
| <input type="checkbox"/> Window & door schedule | <input type="checkbox"/> Air tightness drawings |
| <input type="checkbox"/> RSI assembly calculations | <input type="checkbox"/> CSA F280 calculations |

Effective Thermal Resistance of Above Ground Opaque Building Assemblies (RSI)			
Assembly	w/ HRV	w/o HRV	Proposed
Ceilings below attics	8.67	10.43	
Cathedral / Flat roofs	5.02	5.02	
Wall joists	2.97	3.08	
Rim joists	2.97	3.08	
Floors over unheated spaces	5.02		
Floors within garage	4.86		
Thermal Characteristics of Fenestration, Doors and Skylights (U)			
Assembly	Efficiency		Proposed
Windows & Doors (provide window & door schedule)	Maximum U-Value	1.60 or	
	Minimum Energy Rating	≥ 25	
One door exception	Maximum U-Value	2.60	
Attic hatch	Minimum RSI _{eff}	2.60	
Skylights	Maximum U-Value	2.70	
Effective Thermal Resistance of Below-Grade or In-Contact-With-Ground Opaque Building Assemblies (RSI) [Frost line depth for zone 7A is 2.4 m (8 ft.)]			
Assembly	w/ HRV	w/o HRV	Proposed
Foundation Walls	2.98	3.46	
Slab-On-Grade with Integral Footing	2.84	3.72	
Unheated Floor Below Frost Line	uninsulated	uninsulated	
Unheated Floor Above Frost Line	1.96	1.96	
Heated Floors	2.84	2.84	

Contact information for person who completed Section A (Part 1 of 2):

Firm Name:		Ph:		Date:	
Person Name:		Email:			

ENERGY EFFICIENCY COMPLIANCE FORM

Section 9.36. of the National Building Code of Canada (NBC)

Section A (Part 2): Prescriptive

HVAC Equipment Performance Requirements				
Equipment	Capacity KW	Standard	Min. Efficiency	Proposed
Gas Fired Furnace (w or w/o A/C)	≤ 65.9	CSA P.2	AFUE $\geq 92\%$	
	$> 65.9 \text{ \& } \leq 117.23$	CAN/CSA-P.8	$E_t \geq 78.5\%$	
Electric Boiler	≤ 88	(1)		
Gas Fired Boiler	≤ 88	CSA P.2	AFUE $\geq 90\%$	
	$> 88 \text{ \& } \leq 117.23$	AHRI BTS	$E_t \geq 83\%$	
Other				
Heat Loss Calculations (BTU)	<input type="checkbox"/> Calculations were prepared in conformance with CSA F280 standards			
Heat Gain Calculations (BTU)	<input type="checkbox"/> Calculations were prepared in conformance with CSA F280 standards			
Nomenclature	AFUE= annual fuel utilization efficiency, E_t = thermal efficiency			
Water Heater Performance Requirements				
Equipment	Capacity KW	Standard	Min. Efficiency	Proposed
Tank Storage (Electric)	$\leq 12 \text{ kW}$ (50 L to 270 L capacity)	CAN/CSA-C191	$SL \leq 35 + 0.20V$ (top inlet)	
			$SL \leq 40 + 0.20V$ (bottom inlet)	
	$\leq 12 \text{ kW}$ ($>270 \text{ L}$ and $\leq 454 \text{ L}$ capacity)		$SL \leq (0.472V) - 38.5$ (top inlet)	
			$SL \leq (0.472V) - 33.5$ (bottom inlet)	
	$>12 \text{ kW}$ ($>75 \text{ L}$ capacity)	ANSI Z21.10.3/CSA 4.3 & DOE 10 CFR, Part 431, Subpart G	$S = 0.30 + 27 / V_m$	
Tank Storage (Gas Fired)	$< 22 \text{ kW}$	CAN/CSA-P.3	$EF \geq 0.67 - 0.0005V$	
	$\geq 22 \text{ kW}$	ANSI Z21.10.3/CSA 4.3	$E_t \geq 80\%$ and standby loss \leq rated Input/(800 + 16.57)(\sqrt{V})	
Tankless (Gas Fired)	$\leq 73.2 \text{ kW}$	CAN/CSA-P.7	$EF \geq 0.8$	
	$> 73.2 \text{ kW}$	ANSI Z21.10.3/CSA 4.3 and DOE 10CFR, Part 431, Subpart G	$E \geq 80\%$	
Tankless (Electric)	No standard addresses the performance efficiency; however, their efficiency typically approaches 100%			
Other				
Nomenclature	EF = energy factor in %/h, E_t = thermal efficiency S = standby loss in %/h, SL = standby loss in W, V = volume V_m = measured storage volume in US gallons			

(1) Must be equipped with automatic water temperature control. No standard addresses the performance efficiency; however, their efficiency typically approaches 100%.

Contact information for person who completed Section A (Part 2 of 2):

Firm Name:		Ph:		Date:	
Person Name:		Email:			

Section B: Trade Off

All calculations must be completed by a competent person and attached to this form in order to be considered complete and accepted for review. The location and extent of assemblies used in the calculation shall be clearly identified on the drawings by hatch or note.

Additional information that must be submitted for review:

- ☐ Section A (Parts 1 & 2) completed in their entirety.
- ☐ RSI assembly calculations indicating trade-off calculations.

- ☐ **Opaque to Opaque** – One or more above-ground opaque building envelope assemblies are permitted to be less than required, provided one or more above-ground opaque building envelope assemblies are increased to more than required.
 - Walls and joist type roofs must maintain minimum 55% of the required RSI_{eff}
 - All other assemblies must maintain minimum 60% of the required RSI_{eff}
 - The sum of the areas of all traded assemblies divided by their RSI_{eff} must be less than or equal to what it would have been if all assemblies had met NBC 9.36.2.6.
- ☐ **Transparent to Transparent** – One or more windows are permitted to be less than required, provided one or more windows are increased to be more than required.
 - The traded windows must have the same orientation.
 - The sum of the areas of all traded windows divided by their RSI_{eff} must be less than or equal to what it would have been if all windows had met NBC 9.36.2.7.
- ☐ **Opaque to Transparent** – This option is meant to allow reduced insulation for factory-constructed buildings with a low floor to ceiling height and a fenestration and door area to gross wall area ratio of 15% or less.

Contact information for person who completed Section B:

Firm Name:		Ph:		Date:	
Person Name:		Email:			

ENERGY EFFICIENCY COMPLIANCE FORM

Section 9.36. of the National Building Code of Canada (NBC)

Section C: Performance (Page 1 of 2)

This option is available only to houses with or without secondary suites, and buildings that contain only dwelling units with common spaces that are less than 20% of the building's total floor area.

Full modelling summary reports for the reference and proposed house, completed by a competent person and generated from Hot 2000 v15 or an ANSI/ASHRAE 140 compliant software, is required to be submitted with this form to be considered complete and accepted for review.

Additional information that must be submitted for review:

- ☐ Window & door schedule.
- ☐ Building assembly details (i.e. thoroughly complete "Proposed House - Building Assembly Details" section below).
- ☐ If less than 3.2 air exchanges are used in the proposed model, provide vapour barrier installation details.
- ☐ Full modelling summary reports for Reference Model and Proposed Model.

Input Parameters		Reference Model	Proposed Model
Airtightness (air exchanges per hour @ 50 Pa)			
Heat Loss / Heat Gain			
HRV efficiency			
Thermal mass (MJ/m ²⁰ C)			
Ventilation rate (l/s)			
Fenestration and door to wall ratio (FDWR) – reference (%)			
Direction of front elevation (highlight or shade one in each column)		N NE E SE S SW W NW	N NE E SE S SW W NW
Area of windows and doors	Front elevation (m ²)		
	Rear elevation (m ²)		
	Left elevation (m ²)		
	Right elevation (m ²)		
	Total area of windows (m ²)		
	Total area of opaque doors (m ²)		
Energy use (GJ)			

Proposed House - Building Assembly Details:				
	Framing	Insulation	Furnace Size:	
Ceiling:	" o.c.	R -	Furnace Rating:	
Exterior Wall:	2" x @ " o.c.	R -	Water Heater:	
Tall Wall:	2" x @ " o.c.	R -	HRV:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Foundation Wall:	2" x @ " o.c.	R -	Air Conditioner:	
Floor Headers:		R -	Air Barrier (NBC):	
Cantilever/Bonus Rm:	2" x @ " o.c.	R -	Attic Hatch:	
Slab:	<input type="checkbox"/> None <input type="checkbox"/> Int <input type="checkbox"/> Ext / (1.2m)	thick -	Doors (U-Values):	
Cladding Type:			Windows:	
Comments:			(List all U-Values)	

ENERGY EFFICIENCY COMPLIANCE FORM

Section 9.36. of the National Building Code of Canada (NBC)

Section C: Performance (Page 2 of 2)

Software Information			
Software Title:		Version:	
Is software Hot 2000 v15 or ANSI/ASHRAE 140 compliant?		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Contact information for person who completed Section C:			
Firm Name:		Name:	
Address:		Phone:	
Address:		Email:	
<p><i>I hereby certify that the calculations submitted were prepared in full accordance with the operation procedures of the software and:</i></p> <p><input type="checkbox"/> Subsection 9.36.5. of NBC 2015,</p> <p><input type="checkbox"/> EnerGuide Rating System v15 w/ variance greater than or equal to 5% above the Reference Model (attach supporting documents)</p> <p><input type="checkbox"/> Alternative Solution – Specify: _____ (attach supporting documents)</p>			
Date		Signature	