



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: _____	

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) <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Addition</td> <td><input type="checkbox"/> Attached Garage</td> <td><input type="checkbox"/> Deck</td> <td><input type="checkbox"/> Basement Development</td> </tr> <tr> <td><input type="checkbox"/> Renovation</td> <td><input type="checkbox"/> Roof Extension</td> <td><input type="checkbox"/> Sunroom</td> <td><input type="checkbox"/> Secondary Suite</td> </tr> <tr> <td><input type="checkbox"/> Detached Garage</td> <td><input type="checkbox"/> Accessory Building</td> <td><input type="checkbox"/> Accessory Building w/Living</td> <td><input type="checkbox"/> Pole Building</td> </tr> <tr> <td><input type="checkbox"/> Boat House</td> <td><input type="checkbox"/> New Foundation</td> <td><input type="checkbox"/> Retaining Wall</td> <td><input type="checkbox"/> Demolition</td> </tr> </table>		<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
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<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 style="color: red;">* 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>

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>	

Accessory Building PBI Specifications

Box 517 Stn. Main
White City, SK S4L5B1
Ph: 306-536-1799
Fax: 306-781-2112

(Includes Detached Garage & Boat House)

* **NOTE: Pole Building** requires engineer-stamped designs for the building and its structural members (NBC A-9.23.1.1.)

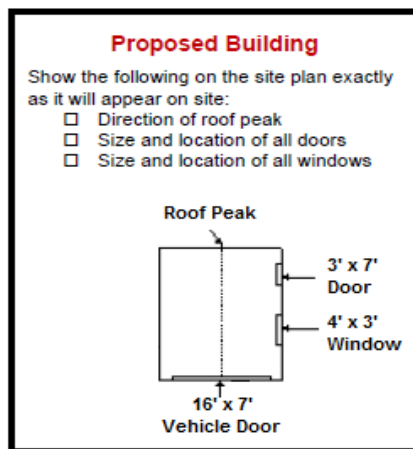
Project Information

Municipality:	_____	Permit No:	RMMK-23-_____
Job Site Address:	_____	Project Type:	_____
Building Owner:	_____	Cell Phone:	_____

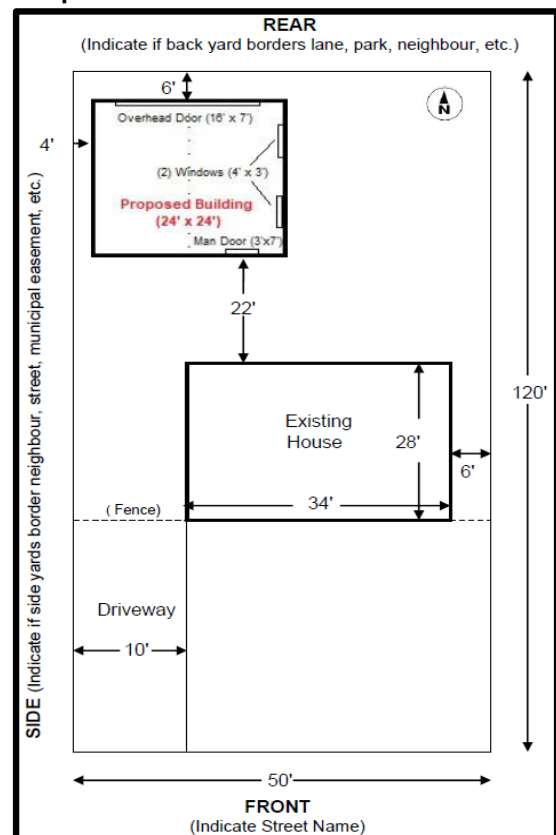
1) Provide a SITE PLAN sketch on a separate sheet and note the following:

- ☐ Draw the **property (lot) shape** (rectangular, pie-shape, etc.)
- ☐ Indicate **North** direction.
- ☐ Note the **lot dimensions** (indicate ft or m): Front/Rear (width) / Side Yard (length)
- ☐ Indicate the **type of building** (e.g. detached garage, accessory building, boat house, etc.)
- ☐ Label the **street or road name** in the front yard (primary access).
- ☐ Note **what borders the property** on **each** side (lane, neighbour, street, park, lake, etc.)
- ☐ Draw the **existing house** on the lot (to scale).
- ☐ Draw the **proposed building** on the lot (to scale). Show **stair detail**, if applicable.
- ☐ Note the building **dimensions** (indicate ft or m) - **Width** (rear facing) / **Length** (side facing)
- ☐ Note the **distance to the property lines** on **all sides** of the proposed building (indicate ft or m).
- ☐ Draw any **other buildings** on the same property (e.g. shed, etc.) and note their dimensions.
- ☐ Note the closest **distance** of the proposed building **to the house and other buildings** on the same property.
- ☐ Show the **location** of easements (state the width), retaining walls, lanes, driveways, etc.
- ☐ Show **direction of the roof peak** (using dotted line) for the proposed building ON THE SITE PLAN.
- ☐ Show **location and sizes of all doors and windows** for the proposed building ON THE SITE PLAN.

Site Plan Example



Dimensions (width x height)



*** Important:

- ☐ A plan review cannot be completed without a proper **Site Plan** submitted.
- ☐ If you have **Garage Package plans** from a supplier, please include a copy with your application.
- ☐ **Note the header/lintel size and no. of plies** for each door and window in the proposed building. This information can be recorded on the site plan.

Contact PBI at (306) 536-1799 if you have any questions.

2) Complete ALL information below regarding the proposed building:

Building Dimensions (indicate feet or metres)

- ☐ **Width** (front/rear facing): _____
☐ **Length** (side lot facing): _____
☐ **Height** (grade to ridge/roof peak): _____
☐ **Size** (in ft²): _____

Engineered Roof Trusses by: (name of truss company)

- ☐ Name of truss company: _____
☐ Rafters (supply design if not using roof trusses)

Roof Truss or Rafter Spacing:

- ☐ 16" o.c. ☐ 24" o.c. ☐ Other: _____

Roof Slope (Pitch): (e.g. 4/12)

- ☐ Pitch: _____

Roof Sheathing Type & Thickness:

- ☐ OSB ☐ Plywood ☐ Other: _____
☐ 3/8" ☐ 7/16" ☐ Other: _____

Roofing Material / Shingles:

- ☐ Asphalt ☐ Metal ☐ Other: _____

Roof Overhang Width:

- ☐ 12" ☐ 24" ☐ Other: _____

Foundation:

- ☐ Piles & Grade Beam (Engineer-stamped foundation designs are required)
☐ Concrete Slab Floor (Dimensions): _____ (W x L)
☐ Concrete Slab Thickness (Edge): _____ (inches)
☐ Concrete Slab Thickness (Interior): _____ (inches)

(NOTE: Thickened edge concrete slab is required if floor area is $\geq 55 \text{ m}^2$ (592 ft²).

Engineer-stamped foundation designs are required for bldgs > 1,200 ft² or 1 storey.

- ☐ Other Foundation Type: _____

Number of Storeys:

- ☐ One ☐ Loft ☐ Two
 Access to 2nd level: ☐ Ladder ☐ Staircase

Wall Height: (Tall wall Eng design if exceeds NBC Table 9.23.10.1)

Foundation to Top Plate (note ft or m): _____

Wall Stud Size

- ☐ 2" x 4" ☐ @ 16" o.c.
☐ 2" x 6" ☐ @ 24" o.c.
☐ _____ ☐ _____

Wall Sheathing Thickness & Cladding Type:

- ☐ 3/8" ☐ 7/16" ☐ _____
☐ Vinyl Siding ☐ Stucco ☐ _____

Wall Anchor Size & Spacing:

- ☐ 1/2" bolts ☐ @ 8' o.c. (maximum allowed)
☐ _____ ☐ _____ (if differs from above)

Overhead Doors: (Note size for each) (W" x H")

1 _____ 2 _____ 3 _____

Header Size:

- ☐ 2" x 10" ☐ 2 ply ☐ LVL (eng-stamp)
☐ 2" x 12" ☐ 3 ply ☐ _____

No. of Plies: (for Overhead Door(s))

Windows: (Note size for each) (W" x H")

1 _____ 2 _____ 3 _____

Note window header size and # of plies: _____

Will the building be insulated? (If yes, note type)

- ☐ No ☐ Yes ☐ Spray Foam
☐ Batt ☐ Foam Board ☐ _____

Heating Source? (If yes, note type)

- ☐ Gas Furnace ☐ In-Floor Heat ☐ None

Will there be sleeping rooms in the building?

- ☐ No ☐ Yes (# of occupants): _____

Will there be a bathroom in the building?

- ☐ No ☐ Yes (2 piece) ☐ Yes (3 piece)

Terminology

