

PERMIT NO. _____/24

INVOICED: _____ Y / N

ROLL NO. _____

PAID: _____ Y / N

ESTIMATED COST OF PROJECT: \$ _____

TOTAL PERMIT FEE: \$ _____



DEVELOPMENT/BUILDING/PLUMBING PERMIT APPLICATION

Date: _____

Job Site Location: _____

Applicant: _____
PO Box: _____
Town: _____ Postal Code: _____
Phone: _____ Email: _____

Owner: _____
PO Box: _____
Town: _____ Postal Code: _____
Phone: _____ Email: _____

Contractor: _____ Phone: _____ Email: _____

New ___ Improve ___ Gargage ___ Relocate ___ Develop ___ Demolish ___ Occupy ___ Repair ___

Describe Work _____

Special Approvals Required: Variance ___ Conditional Use ___ Driveway Crossing ___ Municipal Water Connection ___
HWYS Approval ___ Two Stage Building Permit ___ Pre-Inspection of Mobile Home or RTM ___ Other _____

Table with columns: BUILDING PERMIT SECTION, sq. ft, \$/sq ft, Min. Fee. Rows include House - 1st level, House - 2nd level, Basement, etc.

Table with columns: PLUMBING PERMIT SECTION, Plumbing Contractor, Phone, Email, Fee. Rows include Single Family - 3 inspections maximum, Multi Family - 3 Inspections maximum, etc.

Table with columns: OTHER FEES - as determined by Planning Officer and/or Building Inspector, Fee, Description. Rows include Development Permit, Demolition Permit, etc.

Table with columns: After Hours Inspection, Building Pre-Inspection, Fee, Description. Rows include Per Hour, Mileage, Flat Fee, etc.

Table with columns: REFUNDABLE DEPOSITS REQUIRED, Fee, Description. Rows include Sidewalk and boulevard damage, Lot Grading, etc.

Table with columns: ADMINISTRATION FEE, Fee, Description. Row includes 5% of permit subtotal cost / MINIMUM \$25

Table with columns: Document Checklist, Description. Rows include Building Plans, Engineer Stamp, Lot Survey, etc.

PERMIT INFORMATION

- A building permit is required for ALL buildings over 108 sq. ft. in size.
- Permits take a minimum of 3 business days to process.
- A variance or conditional use approval will take a minimum of 35 days depending on the date the application is received.
- If construction starts without an approved building permit you will be charged (DOUBLE) the permit fee as a penalty.
- No inspections will be performed without an approved building permit.
- All fences require a site plan and fence permit fee.
- All pools over 24 inches in height require a 6 foot locking fence around the pool.
- A renovation permit is required for all renovation that include structural changes.
- A renovation permit is required for all non-structural renovations valued over \$10,000.

PLAN REQUIREMENTS

- Detailed site plan showing existing buildings and distances between buildings to all property lines
- Complete foundation plans showing pads, footing, slabs, teleposts, piers and size and type of beams
- Cross section information showing construction of walls, roof, floor(s) and floor joists
- Detailed floor plan with all dimensions including dimensions of doors, windows and the type of windows
- Individual square footage of floors, basement and garage
- Roof truss and floor joist layout
- Window schedule for above grade concrete walls that include
 - Window location
 - Rough opening
 - Lintel depth
 - Size and location of rebar and stirrups for all applications

PERMIT PENALTIES

- | | |
|---|---------------------------------|
| • Damage to sidewalk and/or boulevard | Actual costs to repair |
| • Lot grading correction or compliance | Actual costs to repair/complete |
| • Penalty charge occupying building prior to occupancy permit being granted | \$200.00 |
| • Penalty charge is passed interim occupancy permit deadline date | \$20.00/day |
| • Penalty charge if not finished construction within 3 years | \$20.00/month |
| • Missed inspections | \$50.00 each |
| • Permit/application for after use or construction has commenced | 2X total permit fee |

- I am or have been authorized to make application. I/we agree to conform to Manitoba Building Code, all other By-laws and conditions of permit when issued.
- I have received a copy of the Residential Inspection Requirments and understand the 24 hour notice period.
- I acknowledge that it is my responsibility as the permit holder to call for inspections at the required stage.

PRINT NAME _____

SIGNATURE _____

DATE _____

Date work to begin _____

Estimated date of completion _____

FOR OFFICE USE ONLY

Permit Approved By _____

Date Approved _____

Date Permit Complete _____

Entered on MMO

All Inspections Complete