



BASEMENT DEVELOPMENT

- PBI Plan Review Checklist
- Town of White City Application for Building Permit
- Residential Development Permit
- PBI Basement Development Specifications



**Professional
Building
Inspections, Inc.**

Mailing Address: P.O. Box 546 Stn Main, White City, SK S4L 5B1
 Office Address: 64 Great Plains Road, Emerald Park, Saskatchewan
 Ph: 306-536-1799 Fax: 306-781-2112
 E-mail: office@pro-inspections.ca

Plan Review Checklist

Home Owners/Builders: The following information is required when submitting an application for a residential building permit and *before* a building permit is issued. The plan review *will not begin* until *all* required information is provided.

New Home, Addition, Attached Garage or RTM (Check off items below that are being provided to PBI)

REQUIRED for Plan Review	New Home	Addition	Attached Garage	RTM
2 sets of site plans				
2 sets of Structural/Architectural plans				Supplier Inspection Report
2 sets of Engineered foundation design (site specific)				
Loading on concrete telepost pads or piles			N/R	
Wood and/or steel beam sizes				
Geo-Tech report (if applicable)				
Provide As They Become Available				
2 sets of Engineered roof truss design (site specific)				
2 sets of roof truss layout(s) (site specific)				
2 sets of Engineered floor truss design (site specific)			N/R	
2 sets of floor truss layout(s) (site specific)			N/R	
Residential Mechanical Ventilation Design Summary			N/R	
Manufacturer's installation specs for fireplace/woodstove			N/R	

NOTE: 2 COPIES OF ALL DOCUMENTS AND SPECIFICATION SHEETS ARE REQUIRED

Detached Garage Specifications sheet
 Structural Engineer foundation design (unless slab)
 Site plan

Deck Specifications sheet
 Sketch of deck
 Site plan

Basement Development Specifications sheet
 Sketch of basement development
 Fireplace manufacturer's installation specs ← (if applicable) →

Renovation Specifications sheet
 Sketch of floor plan
 Fireplace manufacturer's installation specs

Home Owner/Builder

Name: _____

Phone # _____

Email: _____

Fax # _____

Construction Site

Address: _____

Lot _____ Block _____

Municipality: _____

Date: ____ / ____ / ____
 (Day / Month / Year)

Town of White City, Saskatchewan
APPLICATION FOR BUILDING PERMIT

I hereby make application for a permit to Construct
 Alter a building
 Reconstruct
 according to the information below and to the plans and documents attached to this application.

Civic address or location of work _____

Legal description: Lot _____, Block _____, Plan _____

Owner _____ Address _____ Telephone _____

Designer _____ Address _____ Telephone _____

Contractor _____ Address _____ Telephone _____

Nature of work _____

Intended use of building _____

Size of building _____ Length _____ Width _____ Height _____

Storeys – No. _____ Fire Escapes _____

If public building, state width of stairways _____ No. _____

Width of exists _____ No. _____

Construction Details:

Footings _____	Material _____	Size _____
Foundations _____	Material _____	Size _____
Exterior Walls _____	Material _____	Size _____
Roof _____	Material _____	Size _____
Studding _____	Material _____	Spacing _____
Floor Joists _____	Material _____	Spacing _____
Girders _____	Material _____	Spacing _____
Rafters _____	Material _____	Spacing _____
Chimneys _____	No. _____	Size _____
	Material _____	Thickness _____

Heating _____ Lightening _____ Plumbing _____

Foundation Soil classification and Type _____

Estimated cost of building (excluding site) \$ _____

Floor area of building (excluding unfinished basement) _____ square metres.

Business License:	\$ _____	420-700-200
Builders Deposit	\$ 1000.00	210-300-600
Ditch Maintenance Deposit Fee:	\$ 400.00	210-300-300
Building Permit Fee:	\$ _____	420-710-100
Refundable Permit Fee:	\$ 600.00	210-300-200
Water Meter Deposit:	\$ 200.00	210-300-100
Sewage Installation Deposit:	\$ 200.00	210-300-200
Water Charge:	\$ 70.00	440-190-900
Total Fee	\$ _____	

I hereby agree to comply with the bylaw of the municipality respecting building and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw of the municipality and applicable Acts and regulations regardless of any review of drawings or inspections that may or may not be carried out by an inspector.

Signature of Owner or Agent

Building Permit Approval:

_____, 20_____
Date

Authorized Agent

FORM B To Bylaw 443-05

_____ of _____, Saskatchewan

BUILDING PERMIT # _____

_____, 20_____

Permission is hereby granted to _____

to _____ a building to be used as a _____

on civic address or location _____

Lot _____ Block _____ Plan No. _____ in accordance with the

application dated _____. This permit expires 2 years from the date of issue

if work is not commenced within that period or if work is suspended for a period of six months.

Grade lines of the building site are to be indicated below and as show on the diagram.

This permit is issued under the following conditions:

Any deviation, omission or revision to the approved application requires approval of Council or its authorized representative.

Estimated cost of building \$ _____ Permit fee \$ _____

Authorized Municipal Official

Residential Development Permit

You are advised to check the regulations in the Town's Zoning Bylaws and other Town Bylaws concerning the type of development prior to completing this application. Fill out only those sections of the application which are relevant to your proposal. Attach additional sheets if necessary.

1. Applicant:

Name: _____

Address: _____

2. Property Owner

Name: _____

Address: _____

3. Legal Land Description

Lot or Parcel _____ Block _____ Plan# _____

Civic Address: _____

4. Proposed Development:

Change use of lot or building. Describe proposed new use.

New building(s) to be constructed

Existing building(s) to be renovated or altered

Existing building(s) to be relocated within the lot

Number of buildings _____

Intended use of building(s): Principal Accessory

Size of building(s): Principal _____

Accessory _____

Size of existing building _____

Demolish existing building or remove from lot Yes No

Other types of Development (include site Plan/Plot Plan)

Driveway, Pool, Fencing, etc. type of development (identify) Please include sketch of proposed driveway width and culverts. _____

5. Lot Plan

When construction of new buildings or adding to or moving buildings is proposed, provide a sketch or plan on a separate sheet showing the following information:

- Boundaries of the existing lot and adjacent properties including dimension.
- The locations of all existing and proposed buildings or additions including their setbacks from the lot boundaries.
- The location and size of any utility lines or easements within the lot.
- Treed areas, water bodies, landscaping and proposed lot grades.
- Location of existing and proposed access points to streets or lanes.

6. Other information:

- What are the uses of the adjoining lots? _____
- Proposed date of commencement _____
- Proposed date of completion _____
- Please provide any additional information which may be relevant to the development being proposed (attach extra sheets if needed.) _____

7. I will notify the Town of any alteration or changes to the above.

8. Declaration of the applicant:

I, _____ of the Town of White City in the province of Saskatchewan solemnly declare that the above statements contained within this 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.

Date

Signature

Basement Development Specifications for:

Name: _____
Address: _____

Legal Land Location: _____

Phone: _____ Cell: _____

Email: _____

Contractor: _____ Phone: _____

Specifications

Health & Safety

Electrical: GFI in bathroom: _____

Bathroom venting: Yes _____ No _____

Smoke Alarms interconnected with other floors above:

Yes _____ No _____

(Smoke alarms are required to be no more than 5m (16' 5")

from bedroom doors and 15m (49') to any point on the floor level)

Walls

Type, method & spacing of anchoring: _____

Method of floating, Top: _____ Bottom: _____

Wall height: _____

Insulation & vapour barrier: _____

(Envelope the wall from grade on the foundation side, down to the bottom

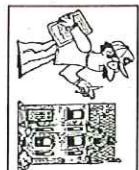
plate, then up to joists on interior side - Example 2, Page 3)

Inside finish: _____

Windows: _____

(Bedrooms windows are to be sized as per Examples 1, Page 2 for egress in case of a fire)

Permit # _____
Town/Village/RM of _____
Date: _____



Professional
Building
Inspections, Inc.

Ceiling

Type: Suspended _____ Gyproc: _____

Other: _____

Insulation & vapour barrier along joist perimeter: _____

Other

Fireplace: None _____ Gas: _____

Electric: _____ Wood: _____

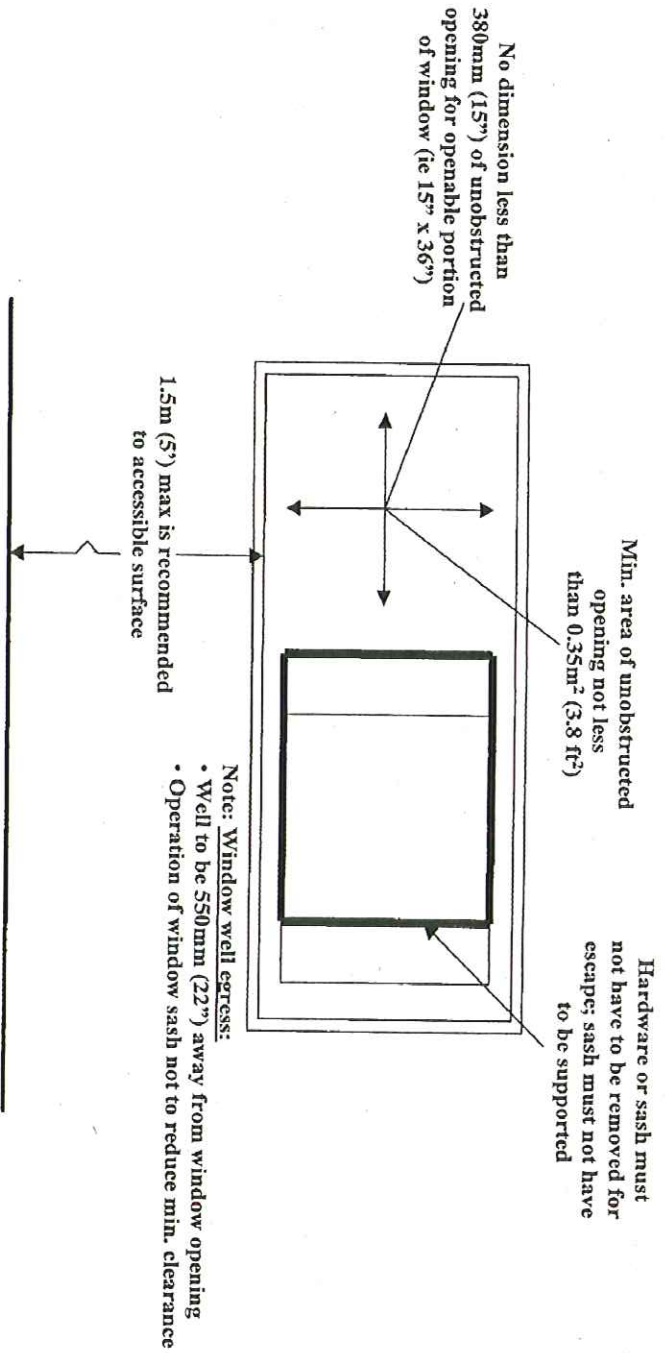
(Provide fireplace manufacturer's installation specifications

and combustion air source specifications)

(Provide a return air to the furnace for the basement.)

Attach a sketch of the basement development.

Window Requirements for Bedrooms in a Basement Development - Example 1



Wall Detail - Example 2

