

(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.)

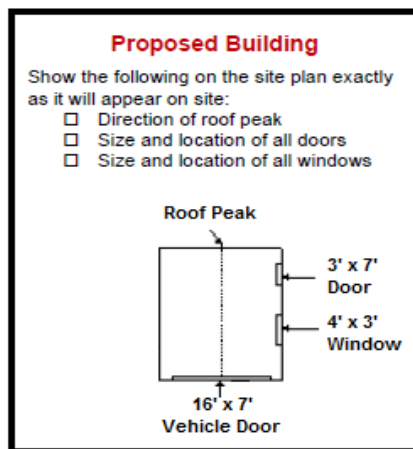
Project Information

Municipality:	_____	PBI Number:	23- _____
Job Site Address:	_____	Project Type:	_____
Building Owner:	_____	Cell Phone:	_____

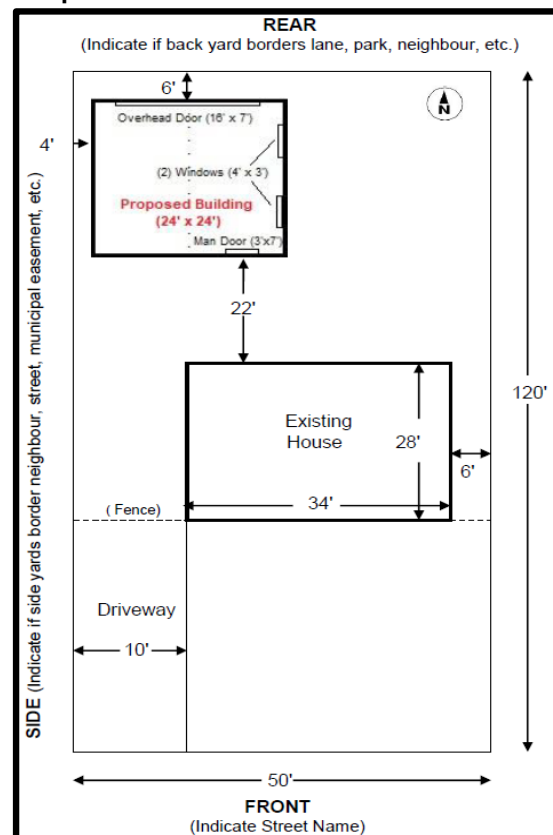
1) Provide a **SITE PLAN** sketch on a separate sheet and note the following:

- ☐ 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

