



Inspection and Technical Services

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ITS BC Form - 25
BUILDING PERMIT APPLICATION
The Buildings Act

this area is for Office Use Only

The undersigned hereby applies for a Permit to build in accordance with this application; all by-laws and regulations applicable thereto, and all conditions stated on the reverse. The accuracy of the information which follows and the accompanying plans and specifications with the representation therein are the responsibility of the owners and are hereby made a part of the application.

Instructions: PRINT CLEARLY

LOCATION OF BUILDING:			
(Land Description)		(City or Town or Range)	
(Municipality)			
BUILDING NAME: _____		Building Size: _____	
DESCRIPTION OF WORK:		LAND AUTHORITY	
		I, _____ on behalf of the (Title)	
CLASS OF WORK			
1) NEW		5) TEMPORARY	
2) ADDITION		6) DEMOLITION	
3) RENOVATION		7) CHANGE IN OCCUPANCY	
4) RELOCATION		8) FACTORY BUILT RELOCATABLES	
OTHER:		(City, Town, R.M., L.G.D., Crown Agency)	
		CONFIRM THAT THE APPLICANT HAS MET OR AGREED TO MEET ALL REQUIREMENTS OF OUR JURISDICTION PERTAINING TO THIS PROJECT.	
		(Print Name) (Signature)	
VALUATION OF WORK: \$			
APPLICANT:			
Address/City/Postal Code:		Email:	
		Phone:	
OWNER:		Address/City/Postal Code:	
		Email:	
		Phone:	
DECLARATION			
I, the undersigned, _____ (please print name), am the authorized agent/owner named in this application for a Building Permit. I acknowledge that:			
1) All statements and representations contained in the application for permit and the plans and specifications are correct, accurate, and adhere to all applicable legislation, by-laws, Codes and Standards;			
2) The issuance of a Building Permit by the Inspection and Technical Services does not waive any provisions contained in The Buildings Act , its regulations and any applicable Codes and Standards contained therein;			
3) The issuance of the Building Permit by the Inspection and Technical Services does not waive, amend or change any application by-laws or requirements contained in any other applicable legislation;			
4) Any changes from the plans and specifications or building location as specified in the application for permit shall void the permit.			
Signature of Authorized Agent _____ Date _____			
"The Inspection and Technical Services does not accept any responsibility for errors or omissions contained in the submitted plans and specifications and the issuance of this Building Permit does not warrant that the plans and specifications are in accordance with any applicable Act, Codes or Standards."			
WHEN PROPERLY VALIDATED (in this space) THIS IS YOUR PERMIT – FOR OFFICE USE ONLY			
Assignments:	Validated:	Date:	Permit No:
Comments:			
Type of Construction: C / N.C. / COMBINATION	No. of Storeys:	Building Area:	Const. Article:
Occupancy Group:	Major Occupancy:	Plumbing Permit Req'd? (yes, no)	Building Permit Fee:

NOTICE

- 1 The permit is issued upon the condition:
- a) That the construction shall be carried out in accordance with all provisions of the Manitoba Building Code, and all provisions as described on the building permit and plans submitted;

b) That all municipal by-laws and provincial regulations be complied with; and

c) That this department shall get copies of all changes ordered which may alter any condition or requirements of the Manitoba Building Code, and a set of the revised plans showing these changes.
- It is unlawful to commence work without a permit therefore.
 - This permit becomes null and void if work or construction authorized is not commenced within six (6) months.
 - This permit does not confer upon the permittee or owner or authorized agent the right to establish an approach from the public street to serve the premises nor does it confer the right to use the street for any building operation.
 - Every owner shall allow the authority having jurisdiction to enter any building or premises at any reasonable time for the purpose of administering and enforcing these requirements.
 - The building owner, designer, contractor or other agent authorized by the owner shall perform sufficient field reviews to certify that all aspects of the project confirm in all respects with the plan and supporting documents, including all amendments thereto, prepared by the designer.
 - Every owner shall ensure that the plans, specification and related documents on which the issue of the building permit was based are available at the site of the work for audit or inspection during work hours, and that the permit, or true copy thereof, is posted conspicuously on the site during the entire execution of the work.
 - Every owner shall give notice to the authority having jurisdiction upon completion of any work prior to any occupancy of the building or part thereof after construction partial demolition or alteration of that building or change in the occupancy of any building or part thereof.
 - No person in control of, supervising or participating in the removal, relocation or occupancy of a building shall cause, allow or maintain any unsafe condition.
 - For a temporary building, an additional agreement with this department is required.

MEANING OF “VALUE”

- For purposes of this Section, “value” means the value of all construction work, including the value of all renovation and repair work, as stipulated in the contract price for the total project.

BUILDING PERMIT FEES

Building Permit - Part 3 building/Part 9, excluding one and two family dwellings

- 2 The fee for a building permit for the construction, erection, placement, alteration, repair or renovation of a building is as follows:
- a) 1% of the first \$1,000,000 and 0.6% of the value of the work over \$1,000,000.;

b) despite subsection 2(a) the minimum fee for a building permit under the Section is \$200

Building Permit for one or two family dwellings

- 3(1) The fee for a building permit for the construction, renovation or repair of a one or two family dwelling unit is as follows:
- a) if the value of the work is \$100,000. or less, 1.25% of the value of the work;

b) if the value of the work is over \$100,000., 1.25% of the first \$100,000. and 0.75% of the value of the work is over \$100,000.;

c) the minimum fee for a building permit under this section is \$75.
- 3(2) For the purpose of subsection 3(1), the value of construction, renovation or repair is to be calculated on the following basis:
- a) for the main floor of the dwelling unit, including the basement: \$484 per square metre (\$45 per square foot);

b) for the second or any other floor of the dwelling unit: \$350 per square metre (\$33 per square foot);

c) for the replacement of a basement, including foundations, piles and grade beams: \$269 per square metre (\$25 per square foot);

d) for a surface foundation: \$135 per square metre (\$13 per square foot);

e) for attached garage or attached accessory building, including the foundation; \$201 per square metre (\$19 per square foot);

f) for a porch or open deck: \$68 per square metre (\$6 per square foot);

Other Building Permits

- 4 The fee for a building permit for the construction of a detached garage or other detached accessory structure is \$75.
- 5 The fee for a building permit for the construction of an outside swimming pool, including any related decking or fencing is \$119.
- 6 The fee for a building permit for the finishing of a basement or the finishing of the lower level of a bi-level house is \$75.

TEMPORARY BUILDING PERMIT FEE

Permit for temporary building

- 7 The fee for a permit for the construction, erection or placement of a temporary building on a site is the same as for a building permit plus \$30 per month until the building is removed.

Relocation of a building

- 8 The fee for a permit to relocate a building or structure or part of a building or structure is \$60.

DEMOLITION PERMIT FEE

Permit for demolishing a building

- 9 The fee for a permit for the demolition of a building is \$60.

PLUMBING PERMIT FEE

- 10 A separate permit application is required for plumbing work. Contact the Inspection and Technical Services for information on applying for a plumbing permit.

OCCUPANCY PERMIT FEE

- 11(1) Subject to subsection (2), the fee for any occupancy permit to occupy a newly constructed, renovated or repaired building where a building permit has been issued is \$50.
- 11(2) Subsection (1) does not apply with respect to the construction, renovation or repair of a one or two family dwelling.

REFUND ON PERMIT APPLICATION

Refund on cancellation of permit

- 12 Where a permit is surrendered for cancellation within six months after the day it is issued, the holder of the permit shall be refunded the fee paid for the permit less the following amounts.
- a) \$20; and

b) \$60 for each inspection conducted after the permit was issued.

DOUBLE FEE

Fees for permit after work commenced

- 13 Where for any reason a permit is not obtained before the commencement of the work for which a permit is required, the fee for a permit is twice the amount prescribed in this Schedule.