Professional Building Inspections, Inc.

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Residential - Plan Review Checklist

Municipality: _____ **Permit #:** _____

Jobsite Address: _____ **Project Type:** _____

Owner's Name: _____ **Cell Ph:** (306) _____

Contractor Name: _____ **Cell Ph:** (306) _____

REQUIRED for a Plan Review
(A **shaded box** means not required.)

Provide 1 set of **paper plans/designs no larger than 11" x 17"** OR a **digital copy of plans/designs in pdf format**, as well as the information indicated by the unshaded boxes. A plan review must be completed by PBI before a building permit is issued.

E-mail plans and documents in pdf format to the municipal office.

Requirements may vary for unique projects. Consult with PBI.

	Residential Project Type												
	New Dwelling / Duplex / Cottage	RTM / Modular / Post-Move	Mobile (Manufactured) Home	Addition / Living Quarters	Renovation (structural or egress)	Bsmt Development / Sec. Suite	Deck (not covered or enclosed)	* Attached Garage	* Detached Garage / Acc. Bldg.	* Pole Building	Retaining Wall (if collapse affects a structure)	Foundation Replacement
Site plan (lot dimensions & shape; indicate North; project size, location & distance to property lines; show other buildings on property, easements, driveway, streets, etc.)												
Building plans (e.g. floor plans, exterior elevations, cross sections, supplier specs, structural details, material lists, window & door types/sizes, stair configurations, etc.)												
Structural designs stamped by an engineer (project specific)												
Foundation designs stamped by a structural engineer (site specific)			Deformation Resistant									
Loading on concrete telepost pads or piles												
Wood and/or steel beam sizes												
Geotechnical report (if required by zoning bylaws or engineer recommendation)												
PBI Specifications sheet(s)												
Engineered roof truss designs & layouts (importance factor rating of 1.0)												

* for storage only – no living quarters

Note: *Inspection reports and notices will be e-mailed to the municipal office soon after completion.*

E-MAIL CONSENT

Consent to the e-mail delivery of PBI inspection reports and related documents pertaining to this building permit is given to the following individuals/companies involved in the course of construction who will need to receive these reports:

Title (e.g. Owner, Contractor)	Individual's Name	E-mail Address

- *Please note that failure to receive an e-mailed report or related document does not release the property owner(s) from their responsibility to comply in all regards with the building standards (municipal bylaws, Saskatchewan Uniform Building and Accessibility Standards Act, and the National Building Code of Canada.)*
- *I declare that I am authorized to sign this form and that I will notify PBI of any e-mail changes, if applicable.*

Owner Name: _____ **Signature:** _____ **Date:** _____