

## **WHAT TYPE OF PERMITS MAY BE REQUIRED?**

- Building permit
- Development permit
- Plumbing permit
- Sign permit
- Occupancy permit

## **HOW DO I OBTAIN A PLUMBING PERMIT?**

A plumbing permit must be applied for by a licensed, certified plumber. The plumber obtains the permit through the Portage la Prairie Planning District Office.

## **HOW DO I OBTAIN AN ELECTRICAL PERMIT?**

Please contact Manitoba Hydro direct.

**NOTE:**  
**24 hour notice is required  
for inspections.**

WHERE A BUILDING PERMIT IS APPLIED FOR AFTER CONSTRUCTION HAS BEGUN, THE APPLICANT SHALL PAY **DOUBLE** THE REGULAR FEE.

Every effort has been made to ensure the accuracy of the information contained in this brochure. However, in case of a discrepancy between this brochure and the respective By-laws, the applicable By-Law will take precedence.

Please call for further information.

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March 2006



# General Building Information



**Portage la Prairie  
Planning District**



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## ***COMMERCIAL/INDUSTRIAL***

- Engineer stamped drawings for any construction, alteration or renovation of a building.
- Building plans sent to Planning District Office for review (3 copies).
- Letter of Design Responsibility from Engineer.
- Building permit, if required.
- Development permit, if required.
- Plumbing permits issued, if required.
- Sign permit issued, if required.
- Final Inspection and Certification Letter from Engineer.
- Permit fees are based on the total value of project (including labour).

## ***NEW RESIDENTIAL BUILDING***

- Legal description of property and survey certificate
- Site plan of the property, indicating location of building (s) on the property and size of the building (s) to scale.
- Set of plans for proposed building, including a stamped engineer's drawing of the foundation when required.
- A side view plan of the foundation showing the distance between the top of the footing and the finished grade.
- A refundable elevation deposit of \$1,000.00 in the form of cash, cheque, letter of credit or bond, as per City of Portage la prairie Building By-law #7713.
- Building permit fee is based on the total value of construction (including labour).

### ***WHEN ARE STAMPED PLANS REQUIRED FOR RESIDENTIAL?***

- PWF (preserved wood foundation)
- Thickened edge slab in house
- Concrete wall 12 m long
- ICF walls (Insulated Concrete Form)

## ***DEVELOPMENT PERMIT***

- Legal description of property and survey certificate
- Site plan of the property, indicating location of building(s) on the property and size of the building(s) to scale.
- Set of plans for proposed building, including a stamped engineer's drawing of the foundation when required.

### **NOTE:**

**IT IS NECESSARY FOR ALL PROJECTS TO COMPLY WITH THE MANITOBA BUILDING CODE & THE RESPECTIVE MUNICIPAL BY-LAWS. THE ULTIMATE RESPONSIBILITY FOR COMPLIANCE RESTS WITH THE OWNER AND/OR CONTRACTOR.**