Professional Building Inspections, Inc.

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Residential Plan Review Checklist

Project Information

Municipality:		**PBI Number:**	23-
Job Site Address:		**Project Type:**	
Owner's Name:		**Cell Phone:**	

Residential Project Type

REQUIRED for a Plan Review Provide **designs and required documents in PDF format** as indicated by the unshaded boxes for the project (shaded box means not required). 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 or larger projects. Please consult with PBI.*	**New Dwelling / Housing Unit**	**RTM / Modular / Post-Move**	**Mobile (Manufactured) Home**	**Addition / Living Space / Sec. Suite**	**Renovation** (structural or egress)	**Basement Development**	**Deck** (not covered or enclosed)	*** Attached Garage** (unheated)	*** Det Garage / Acc. Bldg.** (unheated)	*** Pole Building** (unheated)	**Retaining Wall** (if collapse affects a structure)	**Foundation Replacement**	**Solar Panels** (PV or Hot Water)	**Storage only** - no living space & unheated
Site Plan (e.g. lot size & shape; indicate North; project size on lot, distance to all property lines, indicate what borders each property line, label streets, etc.)						■								
Building Plans (e.g. floor plans, exterior elevations, cross sections, structural details, window & door types, sizes & locations, stair configurations, material lists, specs, etc.)											■		■	
Energy Code Forms (applicable to compliance option, code edition & climate zone)			■			■	■	■	■	■	■		■	
Building Designs stamped by an engineer (project specific for intended use*)	■	■	■	■	■	■	■	■	■		■	■	■	
Foundation Designs stamped by a structural engineer (site specific)			■		■	■	■		■	■			■	
Geotechnical Report (if required by zoning bylaws or engineer recommendation)						■							■	
PBI Specifications sheet (*plus all information requested in the sheets*)	■	■		■				■		■	■	■		
Information Below is Required BEFORE THE FRAMING INSPECTION														
Engineer-stamped roof truss designs & layouts (NBC compliant)		■	■			■	■				■	■		
Engineer-stamped floor truss and/or LVL designs & layouts		■	■			■	■	■	■	■	■	■	■	
Fireplace or Wood Stove Manufacturer Specifications			■				■	■	■	■	■	■	■	
Residential Mechanical Ventilation Design Summary						■	■	■	■	■	■	■	■	

*** Pole Building** (Please detail intended use. Note if vehicles will be repaired in the building, if building is for personal or business use, etc.)

Signature: _____ **Date:** _____

* I declare that I am the owner of this property, and I will notify PBI of any email changes if applicable.

* Please note that failure to receive an emailed report or related documents does not release the property owner (s) from their responsibility to comply in all regards with the building standards (Saskatchewan Construction Code Act, Municipal Building Bylaws, and National Building Code of Canada).