

City of Dauphin



BUILDING PERMIT GUIDE



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The City of Dauphin Building By-law is primarily an administrative document that adopts the Manitoba Building Code and related standards to provide construction requirements. Throughout this booklet the Manitoba Building Code will be referred to as the Building Code.

Every effort has been made to ensure the accuracy of information contained in this publication. However, in the event of a discrepancy between this booklet and the governing City of Dauphin By-law, the By-law will take precedence.

What is a building permit?

A building permit is a document which grants legal permission to begin construction of a building project. In the City of Dauphin, a building permit is issued by the City's Building Inspector.

Why is a building permit required?

A building permit is required in order to protect the health, safety and welfare of the public. It does so by providing the means for City of Dauphin officials to review the project design and to inspect the construction for minimum standards as required by the Manitoba Building Code and the City of Dauphin Building By-law.

NOTE: A zoning development permit is required for any change in site development or land use.

What construction projects require building permits?

A building permit is required for new construction, additions, alterations, renovations, relocations and repairs or rehabilitation of a building or structure. Some minor repairs do not require a permit. At right are listed some typical projects and whether or not they require a permit. Plumbing permits may also be required.

What if I fail to take out a permit?

- If the work does not comply with code requirements, costly repairs may be required.
- Work that cannot be made to comply will require removal.
- The cost of the permit may be doubled.
- Legal action may be initiated to ensure compliance.

Examples of projects which normally do NOT require a building permit:

- Replacement of stucco, siding or shingles with the same materials.
- Replacement of doors when the opening is not altered.
- Replacement of open landing and stairs.
- Construction of fences.
- Patching, painting and decorating.
- Installation of cabinets and shelves.

Examples of projects which REQUIRE a building permit:

- Finishing previously unfinished spaces such as rec rooms, family room, attics, etc.
- Repair, additions and underpinning of foundations.
- Installation of solid fuel burning appliances such as wood stoves and fireplaces.
- Installation of pools (including any device capable of holding 600mm (24 in.) or more of water).
- Construction of decks.
- Construction of temporary buildings.
- Construction of accessory buildings (storage sheds) exceeding 10 square meters (100 sq. ft.).
- Construction of attached or detached garages and carports.
- Demolitions.

Although a building permit may not be required, it is still necessary to comply with the Building Code and Zoning Bylaw. A development permit may be required for some projects

Information Required When Applying For a Building Permit

The building permit application must be completed by the owner or agent of the owner. The General Contractor would be considered an agent of the owner. Information required include:

- Address and Legal Description of the proposed location.
- Owner's name, address and telephone number.
- Contractor's name, address and telephone number.
- If applicable, the designer's name, address and telephone number.
- Use and size of the building.
- Type of work being proposed, ie. new, addition, repair, renovation or alteration etc.
- Total value of work/construction (including labour)

Drawings must be submitted with the building permit application to indicate what is being built. All drawings must:

- Show the owner's name and be dated.
- Be drawn to scale (1:50 or 1/4"=1') or to suit plans.
- Have legible letters and dimensions which can be read from the bottom or right hand side of the page.
- If applicable, be marked with the Architect's or Engineer's stamp, signed and dated. (See below)
- Clearly show the locations of existing and new construction for additions, alterations and renovations.

Professional Sealed Plans plus Certification and On-Site Review by the Professional Engineer licensed to practice in Manitoba are required for:

- All Preserved Wood basement foundations.
- All Concrete basements with walls exceeding 40 ft. in length.
- Any building components or systems that are not located in Part 9 of The Manitoba Building Code.
- All Roof Trusses
- All Structural repairs to Concrete Masonry Block Foundations.

The following procedure applies to all Part 9 constructions within City limits. All projects falling into Part 3 construction requirements shall be forwarded to the Department of Labour, the Office of the Fire Commissioner in Brandon.

PART 9 JURISDICTION - CITY OF DAUPHIN

According to the 2005 National Building Code of Canada application to Part 9 buildings include buildings of 3 storeys or less in building height, and having a building area **not** exceeding 600 sq.m. (6,458 sq.ft.) and used for major occupancies classified as:

Group C - residential occupancies

Group D - business and personal services occupancies

Group E - mercantile occupancies; or

Group F - Divisions 2 and 3, medium and low-hazard industrial occupancies.

PART 3 JURISDICTION - DEPARTMENT OF LABOUR - OFFICE OF THE FIRE COMMISSIONER IN BRANDON

According to the 2005 National Building Code of Canada application to Part 3,4,5, and 6 buildings apply to all buildings classified as:

Post - disaster buildings,

Group A - assembly occupancies,

Group B - care or detention occupancies,

Group F - Division 1, high-hazard industrial occupancies, or

Buildings Exceeding 600 sq.m. (6,458 sq.ft.) and used for major occupancies classified as:

Group C - residential occupancies,

Group D - business and personal services occupancies,

Group E - mercantile occupancies, or

Group F - Divisions 2 and 3, medium and low-hazard Industrial occupancies

Note: City of Dauphin Municipal Authorization required for all Building Permits issued by the Department the Department of Labour, The Office of The Fire Commissioner in Brandon.

CITY OF DAUPHIN

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Remember to Call Before You Dig

Telephone	611 ext. 2
Hydro & Gas	638-3949
Water & Sewer Lines	622-3202
Westman Cable	1-800-665-3337 ext. 2



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