

## Fuel-dispensing Station with Canopy Building Permit Application Form

Date: \_\_\_\_\_

### Prerequisite approvals (select one)

**Does your project require a prerequisite development permit prior to building permit application? Learn more about prerequisite approval requirements at: [winnipeg.ca/permitprocess](http://winnipeg.ca/permitprocess)**

- ☐ Yes, my development permit number is \_\_\_\_\_ (e.g. 12-345678)
- ☐ No, I do not require a prerequisite development permit. I understand that my building permit application will be refused if it is determined that I have an outstanding prerequisite approval.

If you have questions about which application you require for your project, call Permits Direct Line at 204-986-5140 or email [ppd-zoningapplications@winnipeg.ca](mailto:ppd-zoningapplications@winnipeg.ca).

**Note:** Fuel-dispensing stations without a canopy only require a Development Permit.

### Location of installation

Street number:	Street name:	Unit number:
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### Contact information (Provide as much contact information as possible.)

<b>Check one:</b> <input type="checkbox"/> Property owner <input type="checkbox"/> Building owner <input type="checkbox"/> Unit owner <input type="checkbox"/> Owner's delegate	Company name: _____ Email address: _____ Mailing address: _____	Contact person: _____ Daytime phone number: _____
<b>Applicant</b>	Company name: _____ Email address: _____ Mailing address: _____	Contact person: _____ Daytime phone number: _____
<b>Petroleum Contractor</b>	Company name: _____ Email address: _____ Mailing address: _____	Contact person: _____ Daytime phone number: _____
<b>Structural Engineer</b>	Company name: _____ Email address: _____ Mailing address: _____	Contact person: _____ Daytime phone number: _____

Architect	Company name:	Contact person:
	Email address:	Daytime phone number:
	Mailing address:	
Electrical Engineer	Company name:	Contact person:
	Email address:	Daytime phone number:
	Mailing address:	

### General information

Declared construction value (required): <i>This value is used for statistical purposes and does not affect permit cost.</i>	\$
New gross floor area (all floors, including basement): _____	
Existing gross floor area (if applicable): _____	Imperial <input type="checkbox"/> Metric <input type="checkbox"/>
Number of storeys above grade: _____	Number of storeys below grade: _____
Manitoba Building Code (MBC) Part: <input type="checkbox"/> Part 3 <input type="checkbox"/> Part 9	
If unknown, contact <a href="mailto:ppd-bpx@winnipeg.ca">ppd-bpx@winnipeg.ca</a> to confirm before submitting an application.	

### Description of work

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### Required documentation – one copy, fully dimensioned (select all that apply)

<input type="checkbox"/> Declaration Form for Building Permit Application (required if you have a prerequisite development permit)
<input type="checkbox"/> Owner Statement
<input type="checkbox"/> Site plan indicating: <ul style="list-style-type: none"> <li>• proposed location of the tanks</li> <li>• how the tanks are protected</li> <li>• access to tanks</li> <li>• hydrant locations, fire lanes</li> <li>• line of sight drawing for the attendant</li> </ul>
<input type="checkbox"/> Structural drawings (must be sealed)
<input type="checkbox"/> Structural Design Summary
<input type="checkbox"/> Required Professional Designer's Certificate – structural
<input type="checkbox"/> Fuel-Dispensing Station Checklist

**The following is also required for MBC Part 9 applications:**

- ☐ Architectural drawings
- ☐ Electrical drawings
- ☐ Required Professional Designer's Certificate (from each professional if drawings are sealed by an architect or engineer)

**The following is also required for MBC Part 3 applications:**

- ☐ Architectural drawings (must be sealed)
- ☐ Electrical drawings (must be sealed)
- ☐ Architectural Design Summary
- ☐ Electrical Design Summary
- ☐ Required Professional Designer's Certificate – architectural and electrical

**May be required documentation – one copy, fully dimensioned (select all that apply)**

- ☐ Mechanical drawings
- ☐ Mechanical Design Summary
- ☐ Required Professional Designer's Certificate – mechanical

**Submission Options**

Submit your application package to the Zoning & Permits Branch using one of the following options:

- Apply online at [winnipeg.ca/permitsonline](http://winnipeg.ca/permitsonline)
- Email [ppd-permit@winnipeg.ca](mailto:ppd-permit@winnipeg.ca) (PDF attachment or link to online file transfer)
- One paper copy package – drop off or mail (Unit 31-30 Fort Street, Winnipeg, MB R3C 4X7)

**Digital submission requirements (select all that apply)**

To submit your application via email, provide a separate PDF file, named as indicated, for each of the following groups of documents that are applicable to your application:

- ☐ **PDF 1** Application Form (Professional Design Summaries, Owner Statement, Declaration Form, Application Checklist)
- ☐ **PDF 2** Site Plan
- ☐ **PDF 3** Architectural Drawings
- ☐ **PDF 4** Electrical Drawings
- ☐ **PDF 5** Structural Drawings
- ☐ **PDF 6** Mechanical Drawings
- ☐ **PDF 7** Required Professional Designer's Certificate