

Building Permit Application Form Detached Garages & Accessory Structures*

*Accessory to a single/two family dwelling or non-commercial row house building only, including: carports, storage sheds, gazebos, workshops, etc. Also used for solar photovoltaic installations.

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

- 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.

Greenfield subdivision Yes No

New detached garages and accessory structures in new greenfield subdivisions with prior development agreements on title do not require prerequisite development permit approval if submitted at the same time as a new home application. In this case, your development permit will be processed as part of your combined development/building permit application.

Location of work

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

Identify the applicant: Owner Contractor

Owner (required)	Name:	Mailing address: (if different from above)	
	Email address:	Phone number:	
Contractor	Company name:	Contact name:	
	Email address:	Phone number:	
	Mailing address:		
Structural Engineer	Company name:	Contact name:	
	Email address:	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>	\$
Dwelling type: <input type="checkbox"/> Single family <input type="checkbox"/> Multi-family	Fire damage: <input type="checkbox"/> Yes <input type="checkbox"/> No
Type of construction: <input type="checkbox"/> Detached Garage <input type="checkbox"/> Carport <input type="checkbox"/> Other structure > 10 m ² (108 sq. ft.) <input type="checkbox"/> Ground solar photovoltaic installation	
Area of proposed structure:	<input type="checkbox"/> N/A <input type="checkbox"/> Imperial <input type="checkbox"/> Metric

Is this a wall or roof mounted solar photovoltaic installation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there a structure to be demolished or removed from the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is construction access crossing City property? <input type="checkbox"/> No <input type="checkbox"/> Yes	
If crossing City property, other than where a private approach exists, a crossing permit must be obtained. Contact the Public Works Department at 204-986-6006 or pwd-uos-permits@winnipeg.ca to obtain a permit.	

Additional detached garage information

A separate electrical permit is required for all detached garages.

Is this a standard construction package? <input type="checkbox"/> Yes <input type="checkbox"/> No	If no, reason for non-standard construction package:		
Electrical permit by:	<input type="checkbox"/> Homeowner <input type="checkbox"/> Electrical contractor		
Includes a secondary suite? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, area of secondary suite finished space:		
Is plumbing work being done? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, plumbing permit by:	<input type="checkbox"/> Homeowner <input type="checkbox"/> Plumbing contractor	
Is a wood burning stove / fireplace being installed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Any exterior alterations or additions? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Additional other accessory structures information

Type of structure: <input type="checkbox"/> Farm building <input type="checkbox"/> Gazebo <input type="checkbox"/> Greenhouse <input type="checkbox"/> Shed <input type="checkbox"/> Workshop <input type="checkbox"/> Other			
Includes a secondary suite? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, area of secondary suite finished space:		
Is electrical work being done? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, electrical permit by:	<input type="checkbox"/> Homeowner <input type="checkbox"/> Electrical contractor	
Note: A separate electrical permit is required for all carport and solar photovoltaic installations.			
Is plumbing work being done? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, plumbing permit by:	<input type="checkbox"/> Homeowner <input type="checkbox"/> Plumbing contractor	
Is a wood burning stove / fireplace being installed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Any exterior alterations or additions? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Foundation design

Foundation: <input type="checkbox"/> New <input type="checkbox"/> Existing	Foundation area: <input type="checkbox"/> Less than 50 m ² (538.2 sq. ft.) <input type="checkbox"/> 50 - 70 m ² (538.2 - 753.5 sq. ft.) <input type="checkbox"/> Over 70 m ² (753.5 sq. ft.) – engineer seal required
Foundation designed by professional engineer (drawings attached)? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Description of work

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

Refer to the [Residential Permit Resources](#) webpage for document templates.

<input type="checkbox"/> Owner Statement (not required if owner is the applicant) – refer to template Note: For greenfield locations, provide a Letter of Authorization instead of the Owner Statement.
<input type="checkbox"/> Declaration Form for Building Permit Application (required if you have a prerequisite development permit) – refer to template
<input type="checkbox"/> Declaration Form for Development Permit Exemption (Detached Garage) – required if your project is exempt from a development permit (refer to template)
<input type="checkbox"/> Site plan <ul style="list-style-type: none"> • street/lane locations • distance from garage or accessory structure to all property lines • location of the garage or accessory structure and all existing buildings and structures • location of overhead electrical lines, if applicable • legal description Note: If scope includes roof mounted solar photovoltaic panels that do not extend past the roof line, the site plan only requires the location and dimension of the solar photovoltaic panels on the roof.
<input type="checkbox"/> Building plans (construction plans and elevations) - not required for retail lumber store standard garage packages or solar photovoltaic panels
<input type="checkbox"/> Professional Designer’s Certificate for Housing (if plans are sealed by an engineer or architect, or engineer’s report is required – refer to template)
For any solar photovoltaic installation, the following is also required:
<input type="checkbox"/> Engineer’s Report

Submission options

Submit your application package to the Zoning & Permits Branch using one of the following options:
<ul style="list-style-type: none"> • Apply online at winnipeg.ca/permitsonline • Email 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:
<input type="checkbox"/> PDF 1 Application Forms (Owner Statement, Declaration Form)
<input type="checkbox"/> PDF 2 Site Plan
<input type="checkbox"/> PDF 3 Building Plans (construction plans, elevations)
<input type="checkbox"/> PDF 4 Engineer’s Report
<input type="checkbox"/> PDF 5 Professional Designer’s Certificate for Housing

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