
Cloud Permit



Lac du Bonnet's New Digital
Online Permitting Format

Welcome to Cloud Permit!!

Lac du Bonnet has made a giant step in technology when it comes to their building permit process. Keep checking our website for updates on the permitting process, requirements, and even some handy tips to help you along with your building process. Whether you are starting to build a simple storage shed or multi-unit complex, we are here to help.

Cloud Permit makes it simple to apply for permits from the comfort of your own home. This power-point will guide you through the process step by step. Cloud Permit allows us to serve you better! E-mail updates at every stage of your permit application. Keeping you up to date with what inspections are required and what the outcomes of those inspections are. We also do all of the Fees management for permitting through Cloud Permit.

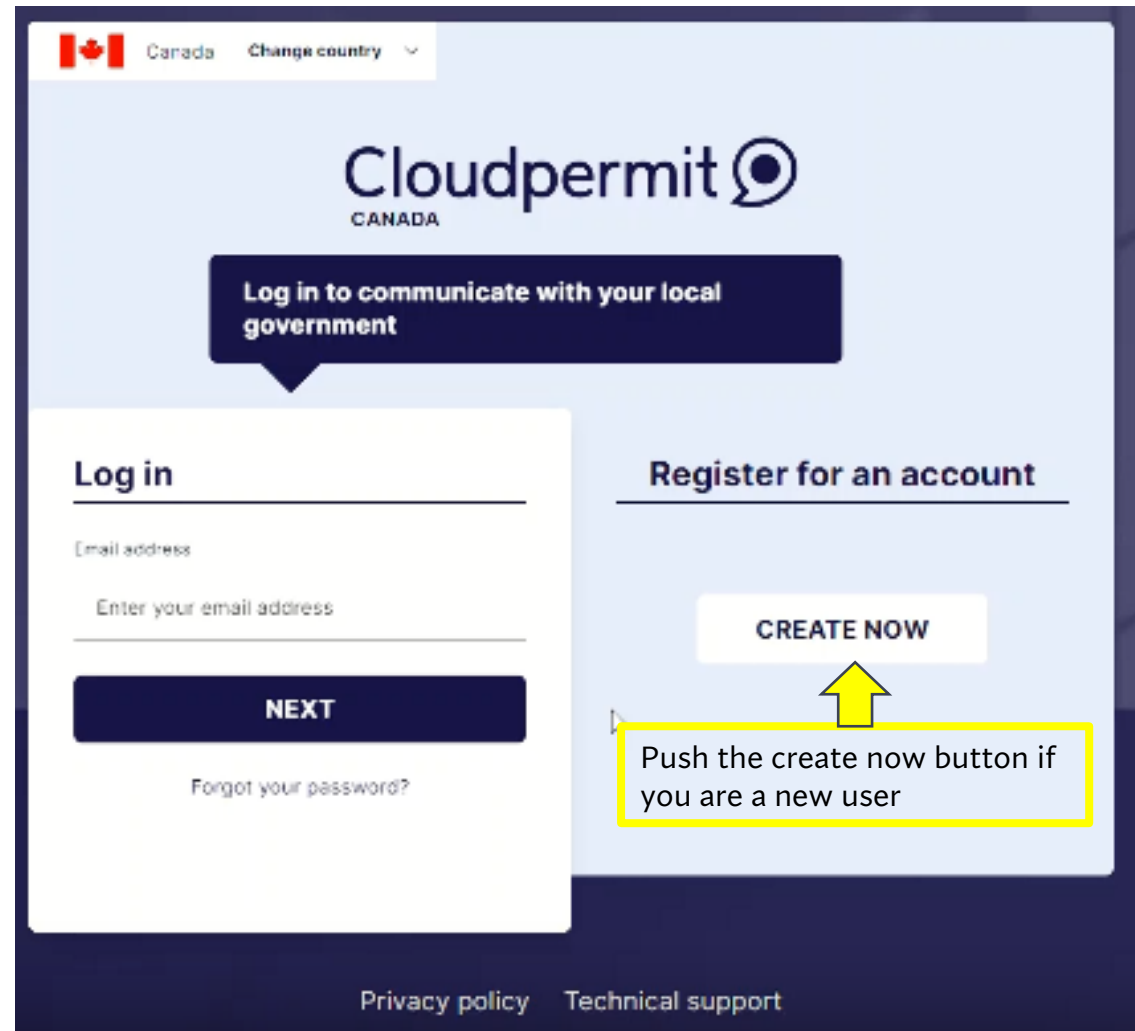
Cloud Permit is a tool that we will use to serve the community better, have better communication, and help make your build run as smooth as possible on our end. Thanks for your time, so let's begin.

Mike Tomasson, Building Inspector

You will need your email to create an account in Cloud Permit.

Go to the Cloud Permit link on our website or type in Cloud Permit Canada to create your account.

Just follow the few simple steps and check your email!



The screenshot displays the Cloud Permit Canada website interface. At the top left, there is a Canadian flag icon, the text "Canada", and a "Change country" dropdown menu. The main header features the "Cloudpermit" logo with a speech bubble icon and "CANADA" underneath. A dark blue callout box contains the text "Log in to communicate with your local government". Below this, there are two main sections: "Log in" and "Register for an account". The "Log in" section includes an "Email address" label, an input field with the placeholder "Enter your email address", a dark blue "NEXT" button, and a link for "Forgot your password?". The "Register for an account" section features a white "CREATE NOW" button. A yellow callout box with an upward-pointing arrow highlights the "CREATE NOW" button, containing the text "Push the create now button if you are a new user". At the bottom of the page, there are links for "Privacy policy" and "Technical support".

Once you have created an account, this is what your workspace will look like.

The screenshot displays the Cloudpermit user interface. At the top, a dark blue header contains the Cloudpermit logo on the left and navigation links for Support, EN (language), Messages, and the user profile Mike Tomasson on the right. Below the header, the main content area is titled 'My dashboard'. In the top right of this section, there are two buttons: 'GO TO WORKSPACE' and 'CREATE A NEW APPLICATION +'. A yellow callout box with a white arrow points to the 'CREATE A NEW APPLICATION +' button, containing the text 'Click here to apply for a new permit'. Below the buttons, there is a section titled 'Inspections' which contains three data cards: 'MY TODAY' with a count of 0, 'DISPATCHING' with a count of 0, and 'CANCELLED' with a count of 0.

Inspection Status	Count
MY TODAY	0
DISPATCHING	0
CANCELLED	0

Fill out the Province and Location of where you are wanting to apply for the permit

1 Select municipality

Manitoba



Lac du Bonnet Planning District



Select Building Permit

2

Select type of application



Building Permit

A **permit** is required if you are intending to construct, add to, alter, demolish, replace or relocate any building or part of a building or structure and/or; change or alter the use of land, buildings or structures.



CREATE APPLICATION

Select one of the three options below

(For Training Purposes, we will be selecting Residential)

Project types relate to the overall scope of your proposal.



Agricultural



Commercial



Residential



Then select
the Category

Category

- Accessory structures
- Demolition
- Miscellaneous
- Plumbing
- Pools
- Residential building



Select your work type (Renovation or New Build?)

Select your work target (Single-Family or other)

Work type	Work target
<input type="radio"/> Addition	<input type="radio"/> Duplex dwelling
<input type="radio"/> Alteration	<input type="radio"/> Mobile home
<input type="radio"/> Finished basement	<input type="radio"/> Modular home
<input type="radio"/> Footings and foundations	<input type="radio"/> Multiple dwelling
<input type="radio"/> Locate/Relocate	<input checked="" type="radio"/> Single-family dwelling
<input checked="" type="radio"/> New	
<input type="radio"/> Repair	

For this Training you will be the applicant and the property owner.

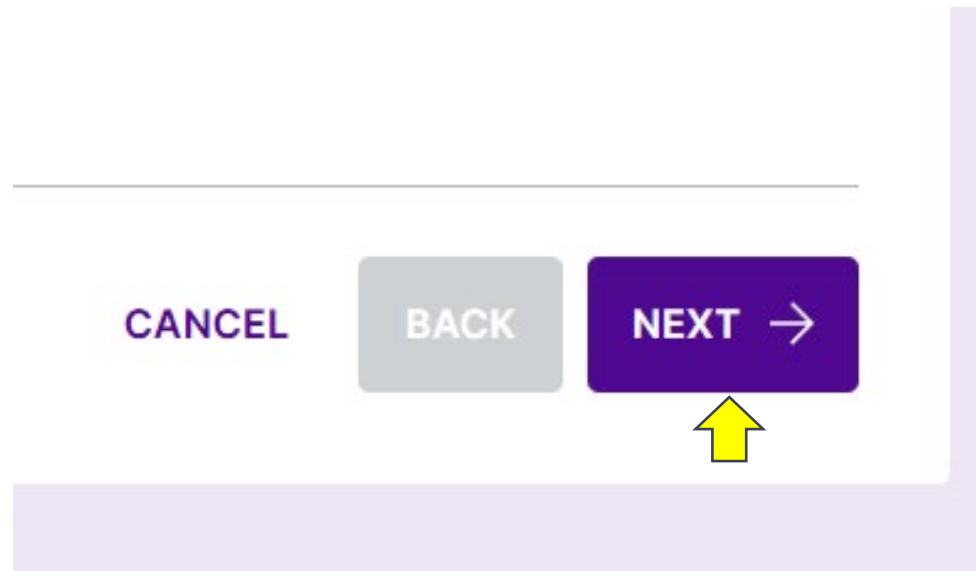
Should you NOT be the property owner, you can continue although a confirmation email will be required to be sent and there would be a “Sign Off” necessary to provide permission from the Property Owner that you have consent to act on their behalf. You enter the email address of the property owner and Cloud Permit will do the rest!

Initialization of application

I am the applicant Create application on behalf of customer Application already submitted (e.g. by paper or email)



Always Remember to click the Next Button to proceed.



You now can choose if this is an existing project or a New Project. For this Training we are creating a New Project

Create a new application

Category Project Location

Project selection

All applications are part of a project which can contain multiple applications. You can select an existing one or create a new project.

SELECT EXISTING PROJECT **CREATE A NEW PROJECT**

Playtime
DESC 17--19394, Lac du Bonnet Planning District, Manitoba

Mike test 1
4187 317 RD, Lac du Bonnet Planning District, Manitoba

Now you get to name your project.
Be as simple or creative as you like!!!

Project selection

All applications are part of a project which can contain multiple applications. You can select an existing one or create a new project.

SELECT EXISTING PROJECT

CREATE A NEW PROJECT

Name of the project



Dream House on the water

Start to fill in your location of this project and the system will probably help!

Create a new application

✔ Category

✔ Project

● Location

○ Summary

Location for the application

Select a property for the application. Search by address or roll number or point to a location on the map. If the subject land consists of more than one property, additional properties are added later.

Lac du Bonnet Planning District, Manitoba



🔍 |Type an address or roll number



This address is our RM Building. For Training only

Create a new application

Category

Project

Location

Summary

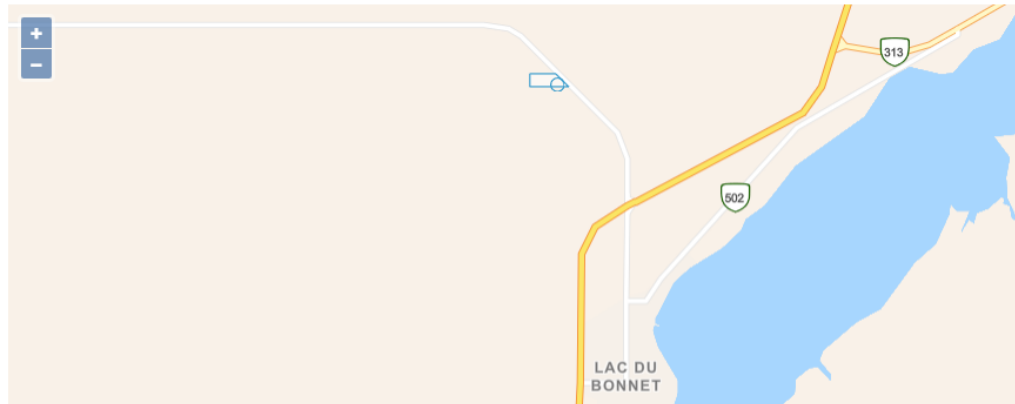
Location for the application

Select a property for the application. Search by address or roll number or point to a location on the map. If the subject land consists of more than one property, additional properties are added later.

Lac du Bonnet Planning District, Manitoba



Q 4187 317 RD



Address

4187 317 RD

Property details

Roll number: 184850

Municipal ID: 267360


Other information

Legal description: 139 - RM OF LAC DU BONNET

Summary

Below is a summary of your selections. Check that the information is correct before selecting 'Finish & Create'.

APPLICATION LOCATION

Address	Roll number	Municipal ID
 4187 317 RD	184850	267360

APPLICATION TYPE & CATEGORY

BUILDING PERMIT

RESIDENTIAL BUILDING

WORK TYPE AND TARGET

NEW

SINGLE-FAMILY DWELLING

APPROVAL AUTHORITY

RM OF LAC DU BONNET, MB, BUILDING DEPARTMENT

This step is just a summary. Check it over, when you are satisfied, click the “Finish and Create” button down below.

If you want to change something, hit the back button!



CANCEL

BACK

FINISH & CREATE →

1 PARTIES TO THE APPLICATION

Mandatory roles for this application

To assign a role, click on the dropdown arrow and choose the action

ASSIGN ROLES

Must assign property owner and applicant

APPLICANT
Mike Tomasson

PROPERTY OWNER

Additional parties

To invite additional parties to be involved in or have access to the application

ADD OR INVITE PARTY +

Mike Tomasson

Workspace creator

Applicant

inspections@lacdubonnet.com
+1 2043453701

Here we are needing you to assign your roles. You can assign yourself as applicant and owner. You can also add site supervisors, builders, engineers, etc and whoever you want to be included in your building project. For example, if you have a framer that you need to keep updated on the process of the build, you can invite them, they will receive an email to accept the invite, once they accept it, they will get all notifications about the project.

IMPORTANT... All your invites ***will have access*** to your project for scheduling inspections, inspection reports, and files! Please be mindful of that when inviting!

You can limit access or remove them if you change your mind or change contractors etc.

Under Application Forms there are a few simple questions to fill out, then click “NEXT FORM”

Application forms

Permit Application Residential construction info sheet

PERMIT APPLICATION Draft

All required fields are marked with *

Purpose of Application

Description of work *

Build a 1400sqft single family dwelling with attached garage

Intended Use: *

To live in

[BACK TO WORKSPACE](#) All information saved a minute ago **NEXT FORM**

Again, Residential Construction, there are a few simple questions to fill out, then click **CLOSE FORMS AND GO TO WORKPLACE**

Application forms

✓ Permit Application ✓ Residential construction info sheet

RESIDENTIAL CONSTRUCTION INFO SHEET Draft

All required fields are marked with *

All values are in Metric **Imperial**

Residential construction info sheet

Is there a deck attached? * Is there a garage attached? * Is there a Finished basement? *

Yes No Yes No Yes No

Number of storeys (Include Basement as a Storey) * Number of dwelling units created

HINT: you can pick between Square Feet and Square Meters!!!

Check out the lines in **RED**, this means that the required documents have yet to be downloaded.

ⓘ ATTACHMENTS

Close ^

Required attachments

Professional Engineer Sealed Building Plans

0

Site plan

0

Status of Title

0

Drag and drop files here or
[click here](#) to select files from your computer.

You can upload multiple attachments at the same time. Maximum individual file size is 100 MB. Allowed file types are PDF, image, Microsoft Office, OpenOffice and ZIP.
ZIP files have to be uploaded individually.

No You can drag and drop your files and then assign a Type as to what the file is for. (For example, your stamped house plans would be your Professional Engineer Sealed Building Plans)

See how the Bar turned Green when file uploaded!

ATTACHMENTS

Close ^

Required attachments

Professional Engineer Sealed Building Plans

1

Site plan

0

Status of Title

0

SITE PLAN FORMS.pdf (410.2 KiB)

100 %



Type

1 x Site plan

Drawing number

Description

File visibility

EVERYONE

RESTRICTED

DONE ✓

CANCEL ✕

Filter attachments

PROFESSIONAL ENGINEER SEALED
BUILDING PLANS

When site plan is assigned, click on Done, then the Bar in front of the Site Plan Tab will turn Green

Please see next slide for Important information

IMPORTANT!!!!

ATTACHMENTS

Required attachments

Professional Engineer Sealed Building Plans

1

SITE PLAN FORMS.pdf (410.2 KiB)

Type

1 x Site plan

File visibility **EVERYONE** RESTRICTED Visi

DONE ✓

CANCEL ✕

Filter attachments

PROFESSIONAL
BUILDING PLANS

If the file you upload contains more than one of required attachments, make sure you check off all the boxes that the file pertains to.

For example, if the file uploaded has the site plan included with the Drawings, check off both, Professional Engineer Sealed Drawings *and* Site plan for the one upload. You will not be able to submit your permit for approval without supplying all the required attachments. You must tell the Cloud Permit all attachments that are included in each upload.

You are almost there!!! Click the SIGN OFF APPLICATION button.



[BACK TO DASHBOARD](#) | [Home](#) / [Dream House on the water](#) / 4187 317 RD

[MORE ACTIONS](#) ▼ [SIGN OFF APPLICATION](#)

Building Permit

4187 317 RD, Lac du Bonnet Planning District

Latest location update: 2025-01-23, 12:22 p.m.

Category Residential building	Work type New	Work target Single-family dwelling
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[SHOW MAP](#) [HIDE FULL DATA](#) ×

[Show messages](#) | [Email notifications](#) **YES**

Roll number 184850	Permit number -	Municipal ID 267360	Legal description 139 - RM OF LAC DU BONNET
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APPLICATION > **WORK & CONSTRUCTION**

CURRENT STEP: DRAFT **1 / 5** NEXT STEP: SUBMITTED

REQUIRED TASKS

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parties	Application	Attachments	Fees & Payments

Application needs to be signed off before submission.


Officially sign off for the applicant and Property Owner.

PROPERTY OWNER

I, the undersigned Mike Tomasson am the authorized agent/owner named in this application for a permit. I acknowledge that;

1. All statements and representations contained in this application for permit and the plans and specifications are correct, accurate, and adhere to any applicable legislation, by-laws, codes and standards;
2. I am responsible for searching any caveats registered on title and ensuring that the construction complies with the caveats;
3. I am responsible for ensuring the construction complies with any development agreement registered against the title
4. Any unauthorized changes from the plans and specifications or building location as specified in this application shall void the permit;
5. The Principal Authority is relying upon the statements and representations made in the application and in the plans and specifications in considering the permit;
6. The issuance of a permit by the Principal Authority does not waive, amend or change any requirements in another by-law or provincial law and regulations; and I am responsible to ensure that the construction complies with any requirement in another by-law or provincial law and regulations. I understand that this may require me to apply to other agencies requiring permits/approvals;
7. The Principal Authority is not responsible for any claim, loss or damage caused by (1) an error, omission, or incorrect information contained in the application / permit or the submitted plans and specifications, (2) the application for permit and the plans and specifications not adhering to all applicable legislation, by-laws, codes, and standards, or (3) my failure to comply with the terms of the permit.
8. For administrative purposes, where information is missing or required to be included, authorization is given by the undersigned to add information where required in order to complete this application.

REMINDER: DO NOT FORGET TO CLICK "SUBMIT UPON PAYMENT" PRIOR TO MAKING PAYMENT TO ENSURE SUCCESSFUL SUBMISSION

SIGN OFF 



Don't forget to **SUBMIT** the application.
Check your emails for updates and notices.
Please make sure to check your junk folder!!

The screenshot shows the Cloudpermit user interface. At the top, there is a dark blue navigation bar with the Cloudpermit logo on the left and links for Support, EN (English), Messages, and the user profile Mike Tomasson on the right. Below this is a breadcrumb trail: BACK TO WORKSPACE | Home icon / Blocking and Plumbing / 4187 317 RD / Sign off. To the right of the breadcrumb are two buttons: 'DOWNLOAD FORM' with a download icon and 'SUBMIT APPLICATION' with a right-pointing arrow. A yellow arrow points to the 'SUBMIT APPLICATION' button. The main content area has a light purple background and a large heading 'Sign off'. Below this is a white box containing the text 'APPLICATION SIGN OFF' and 'Draft' in the top right corner. At the bottom of the white box is a grey information bar with an 'i' icon and the text 'The form is in read-only mode and cannot be edited.'



Congratulations!!!!!!
You are ready to Build
relationships with
Lac du Bonnet Planning

If you need assistance we are always here to help!
www.rmoflacdubonnet.com
