

This form is for all commercial, industrial, and institutional projects. For commercial spaces found within Apartment/Condo buildings (mixed use buildings), refer to the Application Project Information – Apartment/Condo Projects form.

See the [Checklist – New Builds & Additions](#) to prepare your submission package for new builds and additions.

See the [Checklist – Phased Buildings & Additions](#) to prepare your submission package phased buildings and additions.

See the [Checklist – Alterations](#) to prepare your submission package for commercial alteration projects.

<b>PROJECT ADDRESS</b>			
<b>GENERAL INFORMATION</b> (Check <b>ALL</b> that apply)			
<input type="checkbox"/> New Build	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration	<input type="checkbox"/> Addition/Alteration
Phased: <input type="checkbox"/> Foundation	<input type="checkbox"/> Foundation/Shell	<input type="checkbox"/> Shell	<input type="checkbox"/> Shell/Final <input type="checkbox"/> Final
<input type="checkbox"/> Tenant Fit Out or Improvement	<input type="checkbox"/> Landlord Improvement	<input type="checkbox"/> Change of Use or Classification	
<input type="checkbox"/> Structural Modifications <input type="checkbox"/> Alternative Solution Included <input type="checkbox"/> New Mezzanine <input type="checkbox"/> New Roof Top Equipment <input type="checkbox"/> Commercial Cooking Equipment and Ventilation <input type="checkbox"/> <u>Child Care</u> <input type="checkbox"/> Under 18 Months <input type="checkbox"/> Overnight Care	<input type="checkbox"/> <u>New/Modified Life Safety System</u> <input type="checkbox"/> Fire Alarm System <input type="checkbox"/> Sprinkler System <input type="checkbox"/> Standpipe System <input type="checkbox"/> Commercial Cooking Equipment & Ventilation <input type="checkbox"/> Other: _____	<input type="checkbox"/> Pre-Engineered Building (CSA A660) <input type="checkbox"/> Modular Building (CSA A277) <input type="checkbox"/> F1 Occupancy <input type="checkbox"/> F3 Occupancy <input type="checkbox"/> Spray Paint Operations <input type="checkbox"/> Repair Garage <input type="checkbox"/> Underground Tanks	
Will the project have a site split, subdivision, or consolidation? <input type="checkbox"/> Yes <input type="checkbox"/> No Is this a Condominium Site? <input type="checkbox"/> Yes <input type="checkbox"/> No Is there an existing or new Encroachment? <input type="checkbox"/> Yes <input type="checkbox"/> No		Does the project include a new, removed, or modified curb cut? <input type="checkbox"/> Yes <input type="checkbox"/> No Are there new or modified interceptor pits? <input type="checkbox"/> Yes <input type="checkbox"/> No Are the interceptor pits connected to City infrastructure? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>DECLARATION OF SITE DEVELOPMENT - FOR PHASED PROJECTS ONLY</b>			
Site Development must have been approved on a previous application. i.e., foundation permit on a phased project			
Site Development is all site related design including site layout and building location(s), fire department access routes, site servicing (grading, drainage, sanitary, water, storm layout, materials, slopes, connection details, etc.), storm water management (onsite storm water detention/retention), site drainage including sump systems, interceptor pits, catch basins and/or oil & grit separators, curb cuts (driveway crossings) and right-of-way use, parking, and landscaping. I declare that the submitted Building and Development permit application includes: <input type="checkbox"/> No Site Development Changes <input type="checkbox"/> Yes, Site Development Changes <b>If at any time there are changes to the approved site development, a site review may be required to be completed by all necessary review groups as part of the Building and Development Permit application. Site reviews will result in additional review time and associated fees.</b>			
<b>ASBESTOS REMOVAL NOTIFICATION</b> (For buildings constructed prior to 1991. Check <b>ONE</b> )			
<b>ADDITIONS &amp; ALTERATIONS ONLY</b>			
<input type="checkbox"/> Asbestos removal is planned as part of this scope of work. <input type="checkbox"/> Asbestos containing materials will not be disturbed or removed Refer to the <a href="#">Asbestos Removal Notification</a> form for more information and Frequently Asked Questions			
<b>ENERGY COMPLIANCE</b>			
All new buildings are required to demonstrate energy compliance <b>and</b> any alterations or additions to buildings that were constructed on or after January 1, 2019 with NBC 9.36 or NECB requirements. Refer to the <a href="#">Energy Framework Guide</a> and the checklist at the top of this form for energy compliance option information. Clearly indicate below the energy option your project falls under.			
<b>Buildings Constructed as per NBC 9.36</b> <input type="checkbox"/> Not Applicable <input type="checkbox"/> Prescriptive Compliance <input type="checkbox"/> Performance Compliance <input type="checkbox"/> Trade-Off Compliance		<b>Buildings Constructed as per NECB</b> <input type="checkbox"/> Not Applicable <input type="checkbox"/> Prescriptive Compliance <input type="checkbox"/> Performance Compliance <input type="checkbox"/> Trade-Off Compliance	

**OWNER CONSENT TO DISCLOSE BUILDING PLAN DRAWINGS**

Fill out this portion of the form if you require additional building permit history access for the site or building on this project. Authorization by the property owner is required to disclose building permit history. Properties governed by a condominium board must have a member of the board provide consent.

I \_\_\_\_\_, representing \_\_\_\_\_  
 (Name of Property Owner or Condo Board Member) (Name of Company – if Company Owned)

do hereby give my consent to the City of Saskatoon, Building Standards, to disclose my property's building plan(s) to:

\_\_\_\_\_, representing \_\_\_\_\_  
 (Name of Person Viewing Drawings) (Name of Company – if Company Owned)

for the following address: \_\_\_\_\_

**SIGNING BELOW IS AGREEANCE TO THE FOLLOWING:**

- I understand that drawings packages may include person information.
- I understand that I may revoke my consent at any time by notifying the City of Saskatoon, Building Standards at 306-975-2645 or by email at [building\\_standards@saskatoon.ca](mailto:building_standards@saskatoon.ca).
- I understand that I am authorizing the noted person and/or company to view all drawings pertaining to the above noted address. Third Party permission WILL NOT be accepted.

Building Standards is providing building plan drawings via email. There is no charge for emailed drawings.

Email address: \_\_\_\_\_

\_\_\_\_\_  
 Property Owner Signature Date Phone Number

\_\_\_\_\_  
 Condominium Board Member Signature Date Phone Number