

Drawing check list for a New One Unit Dwelling

Revised May 7, 2008

The following list provides a guide with respect to the information that is required to be submitted with a permit application for a one unit dwelling. The list is not intended to dictate where the information must be shown. As an example some information may be easier shown in a detail rather than on a particular floor plan.

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General

- Plans -to scale and dimensioned
- One complete sets of plans
- Address and intended use of property
- Areas - Main floor, garage, 2nd floor, decks, etc.
- Ventilation design
- Certifications for CCMC materials
- Commitment for Field Review as required
- Solid Fuel Burning Appliance - Manufacturer's Installation Instructions

Site Plan

- Fully dimensioned site plan drawn to scale
- Setbacks to property lines
- Roof overhangs and cantilevers
- Dimension dwelling, attached garage, detached garage or pad as required by Building Restrictions
- Proposed and existing buildings
- Site security (Infill lot)

Elevation Plans - (Front/Rear/Left/Right)

- Window and door locations (Opening style/Flashing)
- Left and Right Elevations - Total wall and window areas
- Grade profile
- Dimension the height of the dwelling
- Exterior wall and roof finishes
- Roof slopes
- Roof ventilation
- Height of fireplace chimney above roof
- Include stairs, decks, guards, handrails, cantilevers, exterior columns
- Secure the exterior door until deck is built (if applicable)

Foundation Plan (Basement, garage, exterior columns, exterior decks and stairs)

- Engineer's Design with sealed drawings (except where proposal meets an acceptable design)
- if grade beam and pile (See CofS acceptable design)
- if backfill height is less than 1.2m (See CofS acceptable design)
- if foundation wall height greater than 2.5m (See CofS acceptable design)
- if openings in foundation wall exceeding 1.2m where backfill height exceeds 1.2m (See CofS acceptable design)
- if structural slab
- if Geo Thermal Heating and/or Cooling System is used
- if Wood Foundation is to be used
- Strip and Column Footings - (See Note 1)
- Piles - (See Note 1)
- Grade Beams - (See Note 1) & specify void form and dimensions of cutouts
- Concrete Foundation Wall - (See Note 1) & specify dampproofing
- Insulated Block Foundation Wall - (See Note 1) & specify anchorage, dampproofing and interior finish
- Masonry Foundation - Specify location, dimensions, reinforcement, parging, and dampproofing
- Crawl Space ground cover, clearances, ventilation and access
- Window Wells location, dimensions and drainage
- Exterior drainage of depressed areas
- Weeping tile and Sump location and connections
- Furnace, Water Heater, Floor Drain Location

Note 1: Show location; specify dimensions, reinforcement, concrete strength & type

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Basement, Main, 2nd Floor and Roof Plan (Including exterior deck and/or roof)

- Columns - (See Note 2) & specify rated load capacities as applicable
- Beams/Lintels - See Note 2 & 3
- Engineered Joists - See Note 3 & 4
- Lumber Joists - See Note 4 & specify the location of blocking, bridging and strapping
- Lumber Cantilevered Joists - Show the joist layout
- Roof Rafters and/or Joists - See Note 4 & provide details on strut walls, collar ties and ceiling joists
- Roof Trusses - See Note 4
- Load-Bearing walls - See Note 5
- Basement Perimeter Walls - See Note 5
- Interior Walls - See Note 5
- Room Usage and Dimensions
- Kitchen Layout - Show cabinets, cupboards, sinks and location of stoves
- Plumbing Fixtures - Indicate if rough-in (dotted lines) or complete (solid lines).
- Exhaust inlets for ventilation system - show locations
- Ventilation switch - show location
- Doors - Indicate door material to be used for walk-in closets
- Resistance to Forced Entry - Specify doors with dead bolts
- Windows - Show location; specify size, type and style; Specify opening size for bedrooms
- Resistance to Forced Entry - Verify operable windows that are less than 2m to grade comply with CAN/CSA-A440-M
- Safety Glass - Provide specification to indicate where safety glass is to be installed.
Examples include: Tub and shower enclosures, guards, entrance doors, and sidelights
- Water resistant flooring - Show in bathrooms, kitchen, entrance halls and laundry areas
- Waterproof wall finish - Specify the height in shower stalls and above the rim of bathtubs
- Attic access - Show location and specify weather stripping
- Garage Door from House to Garage - Specify weather-stripping and door closer
- Stairs - Show location, shape and dimensions
- Guards - show location; specify material, height, openings, climbability
- Electrical - (Indicate the location of 3-way switches and lighting over stairs)
- Gas Fireplaces - Show location
- Wood Fireplaces - Show location and type/model of appliance and chimney. Dimension hearth location.
- Solid Fuel Burning Heater - Show location and type/model of heater and chimney.
- Masonry Fireplace - Show location of fireplace and provide a separate detail for construction
- Smoke Alarms - Show location and specify power supply and if interconnected
- Carbon Monoxide Detectors - Show location and and specify power supply

Note 2 - Show location; Specify material, size, number of plies and weight as applicable

Note 3 - If the structural member is part of the shop drawings and is to be designed by an approved engineered program the structural member may be marked as 'Engineered' otherwise the structural member is required to be specified on the permit drawings.

Note 4 - Specify direction, span, spacing, thickness and depth as applicable

Note 5 - Show location, material, size, spacing and interior finish as applicable

Building Section(s) - (To include stairs and garage)

- Foundation wall - Dimension height of wall and height of backfill, perimeter insulation if applicable
- Floors - Dimension height of floor to ceilings, show type of floor system being installed
- Attic - Show direction and spacing of roof trusses
- Roof Ventilation - Specify
- Eave Projection - Show and dimension
- Weeping tile - Specify size, location and rock cover
- Specify radon sealant around perimeter of floor and all penetrations of floor; Specify radon protection for sump
- Stairs - Specify/Dimension the rise, run and tread width of stairs, headroom over stairs and length of landing
- Basement Floor - Specify thickness, concrete strength & type, and dampproofing or waterproofing
- Basement Floor Base - Specify thickness, type of rock below basement floor

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Building Section(s) (Continued) - (To include stairs and garage)

- Floors - Specify ceiling finish below, floor system, subfloor, underlay and floor finish
- Roof - Specify ceiling finish, air/vapour barrier, insulation, roof structure, roof sheathing, eave protection, finish
- Eaves (Facia and Soffits) - Specify finish
- Exterior walls - Specify interior finish, air/vapour barrier, insulation, structure, sheathing, BP, exterior finish
- Interior walls - Specify interior finish (both sides), structure
- Basement Perimeter walls - Specify interior finish, air/vapour barrier, insulation, structure, interior dampproofing
- Garage Ceiling (Below Occupied Space) - Specify same as Floors above plus air/vapour barrier and insulation
- Garage Overhead Door Beam - Specify type and size
- Garage/House Wall - Specify interior finish, air/vapour barrier, insulation, structure, garage finish
- Garage Floor - Specify Concrete thickness, strength, type, slope, reinforcement
- Concrete Grade Beams and Piles - Provide a cross section to show dimensions, reinforcement and specifications.

Details and/or specifications

- Guards - Provide details of all guards dimensioning height of guards and spacing of members
- Guards - Dimension the height of any member that could facilitate climbing from the landing or nosing of stairs
- Handrails - Specify handrails as graspable as required by NBC
- Concrete Foundation Wall higher than 2.5 m - Provide details of reinforcement
- Basement window openings greater than 4 feet - Provide details of reinforcement
- Footings with less than 4 feet backfill height - Provide details of frost protection
- Masonry veneer - Provide specification for support
- Provide a cross section through bedroom windows with a window well
 - Show swing of bedroom window and distance from window in open position if it swings out to the edge of the window well. If the window swings in or is a slider show the dimension from the window frame to the window well. Specify drainage of the window well.
- Foamed plastic - Specify covering where the foamed plastic is used in a wall or ceiling assembly and is not in a concealed space.
- Masonry Fireplace - Provide complete details of construction including cross-section.
- Above Grade Concrete walls - Provide complete details of construction including cross-section

Shop Drawings

- Shop drawings are required for floor and roof trusses, I joists, open web joists
- Shop drawings are required for laminated beams

Note A: If all of the above information is provided it will greatly assist in the processing of your permit application. Should some information not be provided it may delay the processing of your application until additional information is received, depending upon the nature of the information that is missing.

Note B: The Permit Officer is not permitted to assist in laying out your plans. Should you require additional assistance because you are not able to provide the information, it is your responsibility to engage the services of a qualified draftsman and/or engineer or architect as may be required.

Note C: If the drawings as submitted are not able to be easily read and understood the Permit Officer may ask you to provide additional information and in some cases may recommend that you engage the services of a qualified draftsman and/or engineer or architect to assist you.

Note D: Shop drawings may be submitted at the time of the framing inspection. In the case of Factory-Built houses. Shop drawings may be submitted at the time of the framing inspection. In the case of Factory-Built houses, the shop drawings are required to be submitted with the permit application.

Note E: There may be Building Restrictions placed on this site by the City of Saskatoon where the lot is purchased from the City. These restrictions must be clearly complied with on the drawings submitted.

Note F: In the case of a Pre-Sold lot, you will be required to submit the Sales Agreement Number prior to the permit issuance.

Note G: Other requirements may apply depending upon the particular project