

## DRAWING REQUIREMENTS

- ☑ One (1) complete set of construction drawings is required. This set will be returned when the permit is issued.
- ☑ The drawings must be drawn to scale with dimensions (in metric) and must include the following:

### SITE PLAN:

- showing lot and building dimensions and distances to property lines.

### BUILDING ELEVATIONS:

- showing exterior finishes (all views), finished grade level, windows, doors, chimneys, stairs, etc.

### FLOOR PLANS:

- showing all room dimensions, wall types, window and door schedules, and room finish schedules.

### SECTIONS:

- showing building and wall sections (all construction materials), grade level, floor heights, and stair sections.

### STRUCTURAL DRAWINGS:

- showing foundation plan (type, size and dimensions), floor plans, columns, bearing walls, stairs, ramps, roof plan, and structural details.



For more information contact:

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Building Standards Branch  
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Saskatoon SK S7K 0J5

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Fax: (306) 975-7712

Website: [www.saskatoon.ca](http://www.saskatoon.ca)

Email: [building.standards@saskatoon.ca](mailto:building.standards@saskatoon.ca)

Office Hours: Monday-Friday from 8 a.m-5 p.m.

This pamphlet has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect. Users are advised to contact the Building Standards Branch for assistance as the City of Saskatoon accepts no responsibility to persons relying solely on this information.

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# A Guide to Residential Building Permits

## Regulations and Permit Information

*“Striving for Excellence,  
Our Commitment to  
Keeping Saskatoon Special”*

## A BUILDING PERMIT IS REQUIRED PRIOR TO CONSTRUCTION.

A fee will be charged for all building permits.

## A BUILDING PERMIT IS REQUIRED FOR:

- new building construction;
- structural change;
- building demolition;
- building relocation;
- change of occupancy or use;
- swimming pools (installing or removing);
- installing “Bay”, “Bow”, or “Box” windows in new or existing openings;
- building repairs or renovations;
- interior alterations;
- exterior landings that are greater than 2.25 m<sup>2</sup> (25 ft<sup>2</sup>) in area and/or landings that are 600 mm (24 in) or more above grade level;
- exterior stairs that are four or more risers high;
- accessory buildings that are greater than 10 m<sup>2</sup> (107 ft<sup>2</sup>) in floor area;

- decks that are more than 200 mm (8 in) above grade;
- roof enclosure over an existing or new deck; and
- re-roofing of one to four unit dwellings if support structure (roof sheathing) is being replaced.

**All woodburning appliances, decks and basement rooms that are not included in the approved Building Permit will require a separate permit.**

**NOTE:** It is the responsibility of the owner to locate all utility lines and easements. Check with Land Titles and Utility Companies.

**NOTE:** The plumbing system shall not be constructed, extended, altered, renewed or repaired unless a Plumbing Permit has been obtained. Call 975-7631 for plumbing permit information.

## A BUILDING PERMIT IS NOT REQUIRED FOR:

- fences, driveways, and sidewalks;
- cosmetic repairs such as paint or minor repairs to exterior finishes;
- replacing doors and windows in existing openings; unless the structure is altered; (**Note:** the installation of “bay”, “bow”, or “box” windows requires a permit).
- replacing roofing on a one to four unit dwelling unless the decking is replaced; and
- replacing siding on a one to four unit dwelling.

**NOTE:** It is the responsibility of the owner and contractor to ensure all work carried out is in accordance with the Building Code and the Zoning Bylaw even though a permit may not be required.