

Condominium Approval Application

#	Document Name	Description	Required / Optional
1	Condominium Site Plan	Site Plan to include: north arrow, labelled streets and lanes, dimensioned buildings, property lines and setbacks, building layouts and dimensions, the location and dimensions of all landscaping elements, sidewalks, driveways, parking and loading areas, including the number of parking spaces.	Required for all application types.
2	Condominium Plan	For Condo Conversions, this will be required prior to final approval.	Required for Building Condo and Building Condo Redivision. Optional for Condo Conversion.
3	ISC Signature Documents	<ul style="list-style-type: none"> •Director of Planning & Development Approval Form •City Clerk's Approval Form •Surveyor's Affidavit •Developer's Certificate • Address for Service of the Corporation 	Required for Building Condo and Building Condo Redivision. Optional for Condo Conversion.
4	Existing Building Drawings	As-built architectural drawings for the existing building(s) proposed to be converted into a condominium.	Required for Condo Conversions only.
5	Additional Information	In the case of existing building conversions, include all required documentation as per City of Saskatoon Policy C09-004 – Condominium Approvals.	Required for Condo Conversions only.
6	Tenant List	A complete list of tenants with contact information.	Required for Condo Conversions only.
7	Building Report	A comprehensive report prepared by an architect and/or engineer addressing critical life safety aspects. Refer to Sections 3.7 and 3.8 of the City of Saskatoon's Policy C09-004 .	Required for Condo Conversions only.