

DRAWING REQUIREMENTS

- ☑ **One complete set of construction drawings is required. This set will be returned when the permit is issued.**
- ☑ **Drawings shall be on 11x17 size paper. Text must be a size and style that is readable.**
- ☑ **The drawings must be drawn to scale with all dimensions included and must include the following:**

Site Plan

- Show lot and building dimensions and distances to property lines.
- A Real Property Report (surveyor's certificate) is suggested.

Floor Plans

- Show locations and all dimensions of walls, beams, and columns.
- Show all door and window sizes and their locations.

Elevations

- Show all views of the house. Indicate the cladding, doors and windows, roof overhangs and finished grade level.

Sections

- Show building and wall sections, specify all construction materials, grade level, floor heights and stair sections.

Structural Drawings

- Show foundation plan, other plans and structural details. Drawings may be required to be reviewed and sealed by a design professional licensed to consult in Saskatchewan.

Accompanying Forms

- Miscellaneous forms specific to your project. Please refer to the [Forms & Brochures page](#) on our website.



For more information contact:

Community Services Department
Building Standards
222 3rd Avenue North
Saskatoon SK S7K 0J5

Phone: (306) 975-3236

Fax: (306) 975-7712

Website: www.saskatoon.ca

Email: buildingstandards@saskatoon.ca

Office Hours

Monday - Friday, 8:00 a.m. to 5:00 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 Building Standards for assistance, as the City of Saskatoon accepts no responsibility to persons relying solely on this information.



COMMUNITY SERVICES
Department

A Guide to Residential Building Permits

Regulations and Permit Information

*"Striving for Excellence,
Our Commitment to
Keeping Saskatoon Special"*

March 2019

A BUILDING AND DEVELOPMENT PERMIT IS REQUIRED FOR:

- new building construction
- structural change
- additions
- building repairs and renovations;
- building demolitions and relocations
- change of occupancy or use, such as using a family home as a care home, or developing a secondary suite
- swimming pools and hot tubs as per [The Private Swimming Pools Bylaw](#);
- installing “bay”, “bow”, or “box” windows in new or existing openings
- any deck or exterior landing more than 200 mm (8”) high, except for decks which are less than 2.32 m² (25 ft²) and less than 600 mm (24” high);
- exterior stairs that are four or more risers high
- installing a roof over or enclosing an existing or new deck
- detached accessory buildings that are greater than 10 m² (107 ft²) in floor area;
- re-roofing if support structure (roof sheathing) is being replaced
 - installing a wood-burning stove or fireplace

NOTES

- ☑ A building and development permit will be required for any decks, basement perimeter insulating walls, basement development and wood-burning appliances that were not included on a permit.
- ☑ It is the responsibility of the owner to locate all utility lines and easements. Check with Information Services Corporation (ISC) and utility companies.
- ☑ The plumbing system shall not be constructed, extended, altered, renewed or repaired unless a plumbing permit has been obtained. Call 306-975- 7631 for plumbing permit information.
- ☑ Please contact SaskPower at 1-888-757-6937 for electrical permits.
- ☑ If your project could impact a city tree, visit www.saskatoon.ca/treeprotection.
- ☑ For information on new curb crossings visit www.saskatoon.ca/trafficpermits.
- ☑ It is the responsibility of the owner and contractor to ensure all construction is in accordance with the National Building Code, the Zoning Bylaw No. 8770 and other regulations, even though a permit may not be required.
- ☑ Only complete applications will be accepted. Please contact Building Standards for specifics on your project.

A BUILDING AND DEVELOPMENT PERMIT IS NOT REQUIRED FOR:

- fences, driveways, and sidewalks
- cosmetic repairs such as paint, replacing kitchen cabinets, new flooring
- minor repairs
- replacing doors and windows in existing openings; unless the structure is altered; (Note: the installation of “bay”, “bow”, or “box” windows requires a building and development permit)
- replacing roofing on a one unit to four unit dwelling (townhouse). If the roof sheathing is replaced, a building and development permit is required
- replacing siding on a one unit to four unit dwelling (townhouse)
- detached accessory buildings 10 m² (107 ft²) or less, unless it provides a living space.

NEW

[Energy efficiency requirements:](#)

Building envelope details are required to be submitted with the drawings. Complete details and energy calculations for walls, attics, cantilevers and rim joists, as well as the insulation of foundation walls and basement slabs are required for new houses and additions to existing houses. If the building was in existence before January 1, 2019 and the addition(s) are 10 m² (107 ft²) or less, the addition does not need to comply with 9.36.

A BUILDING AND DEVELOPMENT PERMIT IS REQUIRED PRIOR TO CONSTRUCTION

A fee will be charged for all building and development permits.