

DEVELOPMENT/BUILDING PERMIT APPLICATION

For Commercial/Institutional Construction Projects
(Pursuant to *The Parks Act*)

Class of Work New Alteration Addition Repair Removal Demolition

Legal Description:		
Park		
Lessee Information:		
Lessee	Address	Telephone No.
Email Address		Cellular No.
Designer	Address	Telephone No.
Building Contractor	Address	Telephone No.
Request for Building Permit		
<p>I hereby acknowledge that I have read this application and state that the information contained herein is correct and agree to comply with all provincial laws regulating building and occupancy as well as all conditions contained within this two (2) page application.</p> <p>I hereby understand that the issuing of a Development/ Building Permit does not relieve me, the lessee, from complying with all provincial building standards though not called for in the specifications or shown on the plans and/or applications submitted.</p> <p>I, the lessee, understand that I am responsible for compliance with the latest editions and revisions of all applicable building codes and regulations.</p>		
Lessee (printed) _____	Lessee (Signed) _____	Date _____ 20____
Description of Proposed Development: (attach separate description if required)		
<p>This page becomes your building permit when signed by the Building Official & applicable fees have been paid.</p>		
Park Official (signed) _____	Development Official (signed) _____	Building Official (signed) _____
Date _____ 20____	Date _____ 20____	Date _____ 20____
Office Use Only		
Estimated Value of Project: \$ _____	Building Permit Fee: \$ _____	
Project Valuation Determination: To be completed by the Development Official	Permit Fee Determination: \$6.00 / \$1,000.00 of development: (\$100.00 minimum fee).	

DEVELOPMENT/BUILDING PERMIT APPLICATION

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DESIGN DRAWINGS: Lessee must submit with application one set of detailed, scaled drawings and specifications comprised of the following (**electronic files are preferred – .pdf format**):

- 1) **Plot Plan** – indicating location of utilities, septic tank(s), accessory buildings, lot and building dimensions and distance to all property lines. Septic tank specifications, i.e. material, capacity, etc.
- 2) **Foundation Plan** – showing footing and foundation details including material specifications, dimensions reinforcing requirements, depth of excavation and general soil type (refer to Section 9.12 and 9.15 of the latest edition and revisions of the National Building Code of Canada (NBC))
- 3) **Floor Plan (s)** – indicating room dimensions, window and door opening sizes, corridors, etc. Mechanical, electrical and plumbing system including wood burning appliances.
- 4) **Cross Section** – drawn through exterior walls from top of roof to underside of footings showing construction and specifications of floor, wall, and roof construction.
- 5) **Exterior Elevations** – indicating finished grade level, drainage patterns, exterior elevations, roof penetrations, chimneys, roof vents, etc.

ADDITIONAL INFORMATION REQUIRED FOR DEVELOPMENT/BUILDING PERMIT APPROVAL AT THE DISCRETION AND REQUEST OF THE DESIGNATED LICENSED BUILDING OFFICIAL:

- Any building or building systems within the scope of Part 3 or 4 of the National Building Code of Canada (NBC) shall bear the authorized professional seal and signature of an engineer architect registered in the province of Saskatchewan. Examples of these buildings and their systems are, but not limited to:
 - Concrete grade beam and pile foundations;
 - All pre-engineered structural products (roof trusses, floor trusses, I-joists, structural composite beams and columns etc.); and
 - Walk out style basements.
- Preserved wood foundations shall be designed by a professional engineer in conformance with Part 4 of the NBC. However, if the foundation is designed in accordance with CAN/CSA-S406-M92 the foundation does not require an engineer's approval.
- Ventilation Design Sheet: dwelling units designed for heating season (winter) occupancy must be equipped with a ventilation system meeting the requirements of Section 9.32.3 of the latest edition and revisions of the NBC, or CAN/CSA-F326. To ensure compliance with these standards, the lessee will be required to submit a "Ventilation Design Sheet" completed by the mechanical contractor.
- Copy of Plumbing Permit (available from Regional Health District)
- Copy of Fireplace manufactures installation instructions.

CONDITIONS:

1. Building Permit Approval is subject to meeting the terms and conditions listed on the Plan Review Report received from the designated licensed Building Official.
2. Building Permit does not become valid until endorsed by the designated licensed Building Official and all applicable fees have been received.
3. Throughout the inspection stages, it is important the lessee prominently display the Building Permit. After the structure has been enclosed, the Building Permit shall be displayed in a window facing the street.
4. The lessee is ultimately responsible for complying with the latest editions and revisions of **The Uniform Building and Accessibility Standards Act and Regulations**, the **National Building Code of Canada** and all other provincial and federal regulations that may apply to the work.
5. Any significant changes in the building whether before, after or during construction require a new permit application and approval.
6. The lessee shall obtain all other permits and approvals required for the proposed project including plumbing, gas, electrical, etc.
7. The lessee is responsible for coordinating all building inspections with the designated Building Official in accordance with the returned permit instructions.
8. The use of a street, sidewalk or lane during construction requires additional authorization.
9. Work shall commence within six (6) months and be completed within two (2) years from date of issue or Building Permit will be cancelled.
10. Demolitions must be completed within one (1) year from date of issue.
11. Park facilities may not be used for disposal of any building material (debris), please make alternate arrangements for off-site removal.
12. Without limiting the lessee's responsibilities pursuant to condition 4, the lessee is responsible to construct a structure in a proper manner and location, including with respect to the risks of flooding; Parks, Culture and Sport does not assume any liability in this regard by issuing the permit or by recommending compliance with the safe building elevations (SBE) as established by Water Security Agency (WSA).