

Information Required When Applying for a BUILDING PERMIT

A building permit application form must be completed by the owner or an agent of the owner.

TWO (2) plans/drawings must be submitted with the completed building permit application to show what will be built. All drawings should:

- Show the owner's name, project name and date
- Be drawn to scale (1:50 or 1/4" = 1" or to suit) and the scale should be noted
- Be blackline or blue-line prints on good quality paper
- Have legible letters and dimensions which can be read from the bottom or right hand side of the page
- Be marked with the architect's or engineer's stamp and signature
- Clearly show the locations of existing and new construction for additions, alterations and renovations

The drawings which will be required are listed below. Information typically shown on these drawings is listed, but other information must be added if necessary to fully describe the proposed construction. For alternations and renovations, some of the drawings may not be required.

SITE PLAN – building address; street names; size of the site; size of the building(s); location of the building(s) in relationship to the property line, north arrow; vehicle access to the property; parking; site drainage.

FOUNDATION – overall size of the foundation; size and location of footings, piles, foundation walls; size and location of openings for doors and windows; foundation drainage.

FLOOR PLAN – size and location of interior and exterior walls; exists; fire separations; doors (including door swings and hardware); stairs; windows; barrier-free entrances; barrier-free facilities; built-in furnishings.

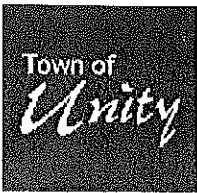
STRUCTURAL PLANS – size, material and location of columns; beams; joists; studs; rafters; trusses; masonry walls; poured in place and precast concrete walls and floors.

ELEVATIONS – view of all sides of the building; height of finished grade; exterior finishing materials; size and location of doors, windows; location of chimneys.

CROSS-SECTION AND DETAILS – cut through views of the building; lists of all materials cut through including structural and finishing materials; vertical dimensions; stair dimensions and handrails; height of finished grade; wind, water and vapour protection; insulation.

MECHANICAL PLANS – description and location of heating, ventilating and air conditioning equipment; size and location of ductwork; location of fire dampers; location of plumbing fixtures and piping; size and location of sprinkler system equipment.

ELECTRICAL PLANS – type and location of lighting; electrical panels; fire alarm systems; location of exit lights, and emergency lighting.



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BUILDING PERMIT APPLICATION

Box 1030
Unity, SK S0K 4L0
Phone: 306-228-2621 Fax 306-228-4221

Permit Label

Permit Type: Owner Contractor

Development Permit Number: _____

Application Date (M/D/Y): _____

Estimated Completion Date (M/D/Y): _____

OWNER NAME: _____ **Mailing Address:** _____

City: _____ Prov: _____ Postal Code: _____ Phone: _____

Alt Phone: _____ Email Address: _____ Fax: _____

CONTRACTOR: _____ **Mailing Address:** _____

City: _____ Prov: _____ Postal Code: _____ Phone: _____

Alt Phone: _____ Email Address: _____ Fax: _____

Architect and/or Engineer (if applicable): _____ **Phone:** _____

PROJECT LOCATION:

Lot: _____ Block: _____ Plan: _____ Subdivision Name: _____

Building Address: _____

PROJECT INFORMATION: Commercial Residential Multi Family Institutional

TYPE OF WORK: New Renovation Addition Accessory Building Basement Dev. Relocation Demolition Other

sq. meters sq. feet No. of Stories: _____ Building Classification: _____

Main Area: _____

2nd Floor Area: _____

Basement Area: _____

Developed Yes No

Garage Area: _____

Detached Attached

Detailed Description of Work and/or intended use or occupancy of the building:

PERMIT APPLICANT DECLARATION: The permit applicant certifies that this installation will be completed in accordance with the National Building Code, Uniform Accessibility Act and National Fire Code. The permit applicant/owner acknowledges that Superior Safety Codes Inc. is not liable for any decision related to the system of inspections, examinations, evaluations and investigations including but not limited to a decision relating to their frequency and the manner in which they are carried out. The personal information provided on this form is protected by the Freedom of Information of Privacy Act.

_____ Permit Applicant Name (Please print) _____ Permit Applicant Signature _____ Homeowner's Signature (Homeowner permits only)

Project Value (Materials & Labour): \$ _____ **Total Developed Area:** _____ Sq. Ft.

Permit Fee: \$ _____ **Payment Method:** Visa M/C Debit Cheque Cash

PERMIT VALIDATION: to be completed by the Building Safety Codes Officer:

Special Conditions: _____

SCO's Name (print or type)

SCO's Signature _____ Date of Issue (M/D/Y): _____



INSPECTION REQUESTS please contact Superior Safety Codes at:
Ph. 403-358-5545 or 1-888-358-5545 Fax 403-358-5085 or 1-866-358-5085
Allow 48 hours notice for inspection