

Building Permits Requirements

Building Permits:

- Building Permits need to be approved prior to the commencement of construction
- The Construction Codes Act (CCA) outlines the roles and responsibilities of municipalities, owner, contractors, and appointed authority in Saskatchewan
- When you apply for a building permit, a Plan Examination Report will be completed by the local authority
- If construction is started prior to having an approved building permit it could result in additional costs to the owner for corrections to the project

How to Apply for a Building Permit:

- Apply for a Development Permit at the Municipal Office
- Once the development permit is approved, apply for a Building Permit at the Municipal Office
 - When applying, please ensure you attach your site plan, drawings, checklists and energy compliance information, if applicable
 - Always include your email address
 - If you do not include the value of construction for the project, *Municode* Services will calculate the value based on industry standards
- Please note, more requirements may be required once the review has started, through a rejection (email)
- Once all information is provided, then:
 - *Municode* Services Ltd. will provide a Plan Examination Report if there is enough information to review the building permit application. *Municode* Services sends the Plan Examination Report and any related forms and inspection schedule to the municipality.
 - The municipality will contact the owner to pick up and pay for the building permit.
 - Please note the plan examination report is a condition of your permit and should be provided to your trades.
 - Call *Municode* Services to book your inspections.