

SVOBODA HOMES CONSTRUCTION & INSPECTIONS

Jeffery J. Svoboda

Licensed Building Official - Licence # BOL474

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PERMIT APPLICATION GENERAL REQUIREMENTS January 2026

1. Submit a Site Plan with the Location/ Legal Description. Plan includes utility locations, service entrances, setbacks to property lines, easements, driveway & parking.
2. Detailed description of Work and/or intended use or occupancy of the building be filled out on Application Form.
3. Submit a set of Blueprints drawn by a Professional Architect, who is registered or licensed to practice in the Province of Saskatchewan. Name of Architect or Company name must be indicated on Blueprints.
Plans must include:
 - Foundation Plan
 - Building Sections
 - Floor Plans: Basement, 1st Floor, 2nd Floor, etc.
 - Detail Drawings regarding Construction requirements: structural, ventilation, waterproofing, exterior/interior finishes, etc.
 - Elevational Drawings
 - Window & Door Schedule
 - Energy Code Info & Design
4. Mobile/Modular Homes & Park Model Trailers require a Floor Plan, CSA Number, Serial Number, Manufacture & Year be submitted with Application.
5. The following concrete foundations are to be designed by a **Professional Engineer or Architect**, registered to practice in the Province of Saskatchewan; pile foundations, pile and grade beam foundations, foundations with a depth of less than 1.2 m (4'), slabs on grade supporting two storeys, slabs on grade for detached garages & accessory buildings **exceeding 28 ft. width & greater than 100 m²** and complicated foundations deemed necessary by the Building Inspector. **These drawings are to be stamped by an Engineer.** An Engineer's Certificate of Compliance must be submitted upon completion.
6. **4.3.1.1. Design Basis for Wood.** Buildings and their structural members made of wood shall conform to CAN/CSA-086 "Engineering Design in Wood" (**Professional Involvement Required**). **This Pertains to Pole Structures.**
7. **Metal screw pile** foundations in combination with steel or wood beams, PWF walls or ICF concrete or concrete grade beams; including steel screw pile configuration, are to be designed by a **Structural Engineer, registered to practice in the Province of Saskatchewan.** These drawings are to be stamped by Engineer. An Engineer's Compliance Certificate must be submitted upon completion.
8. ICF insulated concrete foundation and walls must conform to the NBC meeting the requirements of CCMC evaluation. **Must be erected under direct supervision of the Manufacturer or an Installer certified by Manufacturer.**
9. **All Preserved Wood Frame Foundations** are to be built according to CAN/CSA-S406 "Construction of Preserved Wood Foundations" or designed by a **Professional Engineer.**
10. Structures with crawl spaces must conform to NBC Section 9.18. regarding access, ventilation, drainage heights(clearance), ground cover and fire protection.
11. Accessory buildings/detached garages up to 100 m² and only 1 storey in height can conform to Document pertaining to "ACCESSORY BUILDINGS & DETACHED GARAGES" available from Building Official or Municipality having jurisdiction.

Please contact Building Official with any questions or inquiries regarding filing a Permit Application. If requirements are in place at time of filing Permit Application, process will be efficient, streamline and timely. Thank you.

Building Official: **Jeffery J. Svoboda**

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Signature: _____