

Plan Review Checklist – House Addition

Home Owner/Builders: The following information is required when submitting an application for a residential building permit and before a building permit is issued. The plan review will not begin until all required information is provided.

Required Information:

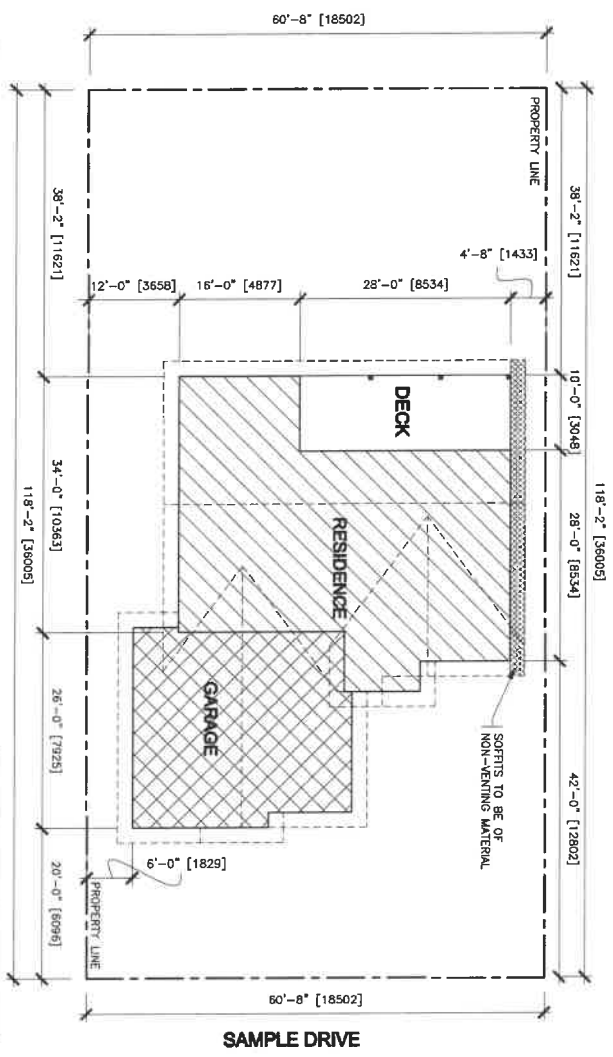
- 2 sets of **Site Plans** with the following information
 - Show size and location of proposed house addition
 - Show size and location of existing buildings on property
 - Show lot dimensions and shape
 - Show distance between buildings and property lines
 - Show North direction arrow
- 2 sets of **House Addition Layout Drawings** with the following information
 - Exterior and Interior wall locations
 - Window sizes and locations
 - Door sizes, locations and swing direction
 - Heating unit/system location
- 2 sets of **House Addition Structural Drawings** with the following information
 - Foundation Detail (type, size, layout and location)
 - Wall Detail (interior and exterior)
 - Roof Detail (eng truss, roof rafters)
 - Floor Detail (eng joists, dimensional lumber)
- 2 copies of the **Mechanical Ventilation Design Summary** filled out by the mechanical contractor
- 2 copies of the **Building Permit Application** properly filled out

Required On-Site Inspections: (inspection requirements may change depending on the project type and size)

- Plan Review (Prior to the commencement of any construction)
- Foundation (Prior to pouring concrete on engineered foundations or prior to backfill)
- Framing (Prior to insulating and applying vapour barrier to the exterior walls)
- Insulation and Vapour Barrier (Prior to covering walls and ceiling with wall/gypsum board)
- Final (Prior to moving in or occupying the building)

SAMPLE SET ONLY

This is not intended to prescribe a specific design requirement. There are several construction systems and techniques that can achieve compliance and appropriate performance levels. The information shown here is meant to be a sample of the type and level of detail and information required to be submitted for review as part of the building permit approval process. In some cases, an engineer or architect may be required to provide design / design review with stamped designs in order to approve.



SITE PLAN

SCALE: 3/8" = 1'-0"

LOT AREA: 2771 sq ft [666.2 m²]
 SITE COVERAGE: 32.8%

NOTE:
 CONFORM WITH AUTHORITIES HAVING JURISDICTION
 CORRECT SETBACKS FROM PROPERTY LINES;
 CONTRACTOR TO ENSURE THE CONSTRUCTION OF
 THE RESIDENCE CONFORM TO THESE SETBACKS

LEGAL DESCRIPTION:
 LOT 1, BLOCK 2 PLAN #: 123456789

CIVIC ADDRESS:
 123 SAMPLE DRIVE, SAMPLE, SK



SAMPLE DRAWINGS

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DRAWING NAME:	SITE PLAN
DATE:	JUNE 11, 2019
PROJECT #:	2019-33
DRAWN BY:	BMV
DRAWING NUMBER:	A-2.1