

**DETACHED GARAGE WITH OCCUPIED LIVING SPACE**

In order to adequately and efficiently process a building permit application, the following information is required to be submitted electronically to the municipal office (some offices may accept paper submissions).

The applicant is required to check every box below and provide the applicable information to indicate that they fully understand what information is required for a complete application. Failure to check any box, provide all required information, or sign below will result in the application being tabled until all information is received.

	REQUIRED DOCUMENTATION / DESCRIPTION (All specified information listed under each box is required to be submitted; checking the box indicates you have included this information).	RESOURCES / WORKSHEETS / HELPFUL INFORMATION Go to www.ccask.ca.
R E Q U I R E D	☐ Permit Application: Ensure all contact info including email address is provided. Ensure to include Civic Address along with Lot, Block, and Plan, or Legal Land Location when not located in a subdivision.	Provided by municipal office, or CCASK online application where acceptable to the municipality.
	☐ Site Plan (often included with full professional construction plans) • Lot dimensions and shape, • Size and location of proposed building, • All dimensions from proposed building to property lines (ok to 'guess' if distance is very large), • Distance to other buildings, • North direction arrow.	SAMPLE SITE PLAN See SPACIAL SEPARATION REQUIREMENTS for fire-protection requirements at side yards.
	☐ Spatial Separation Information This is related to where the building sits on the property / how close it is to property lines. The designer is to understand that notwithstanding Zoning setbacks, where the local Fire Department Response time cannot meet 10-minutes or less in 90% of their calls, there are more stringent requirements for the building face when built within 2m (8 feet) of the property line, such as no windows permitted, 5/8" drywall, and no combustible cladding.	BCB – SPATIAL SEPARATION – FDRT > 10 MIN. BCB – SPATION SEPARATION – FDRT < 10 MIN.
	☐ Complete Construction Plans Must include the following: • floor plans (room names, door and window size and locations, stair locations), • foundation plans (type, size of all elements, reinforcing, opening size and locations elevations), • construction cross sections (type and size of all structural elements including floor assemblies, wall assemblies, and roof assemblies), • tall wall designs (where greater than 12' high).	SAMPLE FULL CONSTRUCTION DWGS See "WHEN IS AN ENGINEER REQUIRED" below. See 'TALL WALL DESIGN GUIDE' to determine if an engineer is required or comply with acceptable framing sizes and techniques.

	☐ Energy Code Compliance Designs (DRAFT) PRESCRIPTIVE PATH: Plans must show the following: • minimum R50 roof space insulation for flat roof / R28 cathedral. • minimum R22 wall and rim joist insulation, • minimum R14 insulated detail at foundation, or ICF. PERFORMANCE MODEL PATH: Submit the Energy Modelling Report from a qualified energy modeler; R-Value information on plans must meet the values shown in the model.	
	OTHER ☐ Spray Foam Installation: Have spray foam installation contractor submit the CCASK Worksheet or their own install data sheet. <i>*IMPORTANT: DO NOT USE 'FROTH PACK' or SIMILAR 'DIY' retail products as insulation, air-barrier, or vapour barrier. Owner installed spray foam products do not comply.</i>	WS – SPRAY FOAM TECH DATA SHEET

When is an Engineer Required? Professionally designed and sealed drawings, or drawings with professional engineer design review and sealed are required for the following conditions: • When the municipality bylaw requires all house foundations are designed by professional (engineer or architect). • Thickened edge slab foundations that support living space. • Grade-beam and pile foundations that support living space. • When set out, required, or recommended by a geo-technical investigation. • Substantial 'Tall Wall' systems. • Retaining walls higher than 900mm where the wall impacts the house design or feature integrity. • E.g., wall creates grade conditions to allow a walk-out foundation, or grade conditions around a building that would otherwise not have been achieved.
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I understand that all information is required to be submitted before my permit application can be reviewed, and that this will delay review of my permit application, and that a fee may be charged for incomplete applications.

I understand that as the owner I am / the owner I represent is ultimately responsible for compliance with the Construction Codes Act and Saskatchewan Building Regulations:

Owner / Applicant:
(Owner's rep)

Date:

Additional Reference Material:

Spatial Separation Requirements: fire department response time meets 10-minutes or less in 90% of calls (applies to most cities, some larger towns with hybrid FD).

Spatial Separation Requirements: fire department response time DOES NOT meet 10-minutes or less in 90% of calls (applies to all RM's, resort villages, hamlets, many towns, and even parts of some cities).

Spray Foam Data Sheet

Grade Beam and Pile Systems

Deck Construction Information / FAQ

How to build a Built-up Wood Beam

Screw Piles

Below-Grade Entries

[BCB – SPATIAL SEPARATION – FDRT < 10 MINUTES](#)

[BCB – SPATIAL SEPARATION – FDRT > 10 MINUTES](#)

[WS – SPRAY FOAM DATA SHEET](#)

[BCB – GRADE BEAM / PILE SYSTEMS](#)

[BCB – DECK CONSTRUCTION INFO](#)

[BCB – BUILT-UP WOOD BEAMS](#)

[BCB – SCREW PILES](#)

[BCB – BELOW GRADE ENTRIES](#)