

## Basement Development

### THINGS YOU SHOULD KNOW FIRST

**Building Permit Submittal Requirements**

Basement development is defined by the following proposed work:

- The construction of a new bathroom
- The construction of a new bedroom
- The construction of any new walls and rooms
- The construction of a new perimeter wall that covers an exposed foundation wall

Completed **building permit application form** (two sided form to be completed & signed by the owner of property) in addition to two copies of the following drawings and information are required.

**FLOOR PLAN**

An accurate drawn plan containing the following information

- Location and size of proposed rooms and doors
- Location of existing stairs
- Labeling of proposed new rooms
- Location of existing windows and size of any new windows
- Detail of perimeter wall construction

**Professional Design Requirements**

In cases where elements are removed or relocated to accommodate the basement development, drawing prepared by an Engineer or Architect registered in the Province of Saskatchewan may be required.

**Code Requirements**

Windows in new bedrooms must meet the current requirements of the National Building Code regardless of the age of the house.

Handrails and guards for basement stairs must be upgraded to meet the current requirements of the National Building Code.

Stair lighting that include a 3-way switch at the top and bottom of the basement stairs must meet the current requirements of the National Building Code.

Smoke and Carbon Monoxide alarms must conform to current National Building Code requirements.

*The following checklist may be used with your permit application*

**Exterior Walls**

**Interior Damp-proofing**

Polyethylene\_\_\_\_\_ Emulsified Asphalt\_\_\_\_\_

Stud size: 2"x4"\_\_\_\_\_ 2"x6"\_\_\_\_\_

Stud spacing: 16" o.c.\_\_\_\_\_ 24" o.c.\_\_\_\_\_

Insulation type:

Rigid\_\_\_\_\_ Fibreglass\_\_\_\_\_ Spray foam\_\_\_\_\_

Vapour Barrier 6 mil poly\_\_\_\_\_ other\_\_\_\_\_

Interior finish Gypsum board\_\_\_\_\_ other\_\_\_\_\_

**Interior Walls**

Stud size: 2"x4"\_\_\_\_\_ 2"x6"\_\_\_\_\_

Stud spacing: 16" o.c.\_\_\_\_\_ 24" o.c.\_\_\_\_\_

**Ceiling and Beam Heights:**

\_\_\_\_\_ Bedroom

\_\_\_\_\_ Bathroom

\_\_\_\_\_ All other areas

**Stairs:**

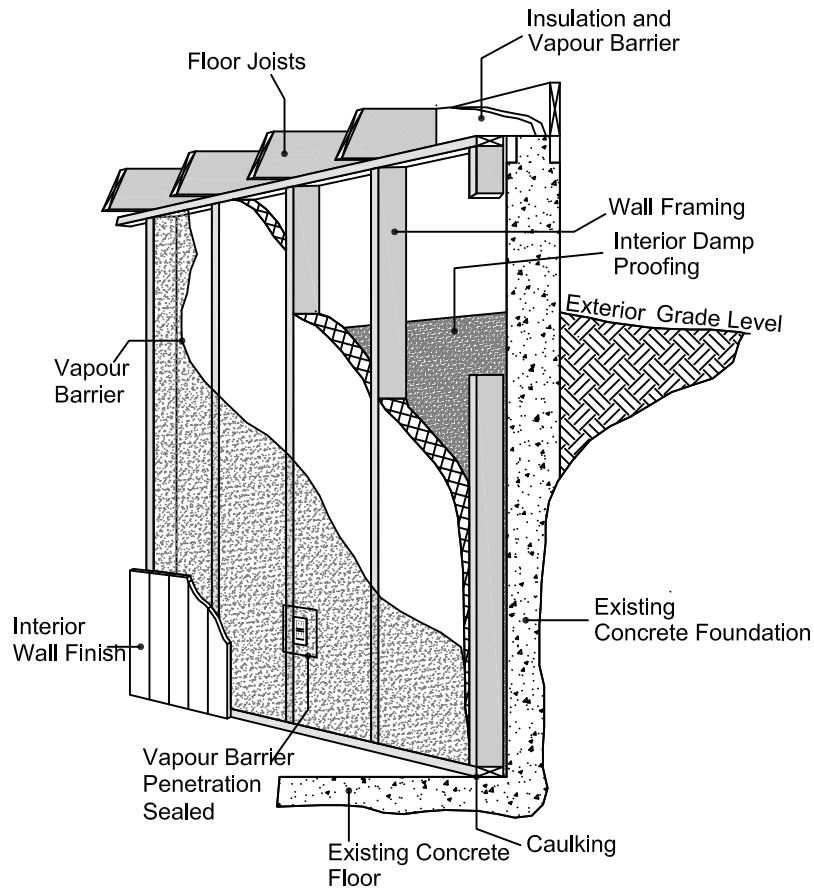
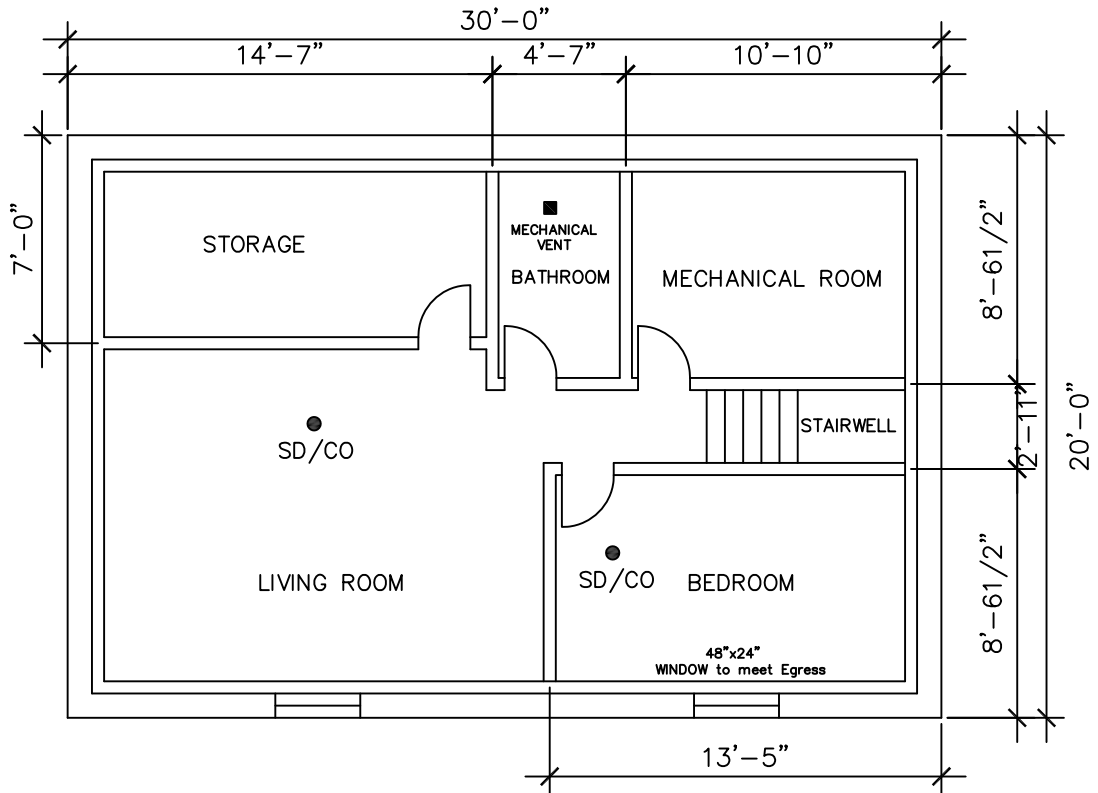
\_\_\_\_\_ Headroom height

**NOTE:** Separate permits are required for Plumbing and Electrical work.

**BUILDING PERMIT APPLICATIONS WILL NOT BE PROCESSED UNLESS ALL INFORMATION REQUIRED IN THIS BROCHURE IS PROVIDED**

THIS BROCHURE IS PUBLISHED BY THE CITY OF YORKTON AND HAS NO LEGAL STATUS AS AN OFFICIAL INTERPRETATION OF THE VARIOUS CODES, REGULATIONS, BYLAWS OR STATUTES CURRENTLY IN EFFECT WITH REGARD TO CONSTRUCTION OR THE OFFERING FOR SALE OF ANY PROPERTY BY THE CITY OF YORKTON. USERS ARE ADVISED TO CONTACT THE BUILDING SERVICES DIVISION FOR ASSISTANCE AS THE CITY OF YORKTON ACCEPTS NO RESPONSIBILITY TO PERSONS RELYING SOLELY ON THIS INFORMATION

# INFORMATION ONLY



**BUILDING PERMIT APPLICATIONS WILL NOT BE PROCESSED UNLESS ALL INFORMATION REQUIRED IN THIS BROCHURE IS PROVIDED**

THIS BROCHURE IS PUBLISHED BY THE CITY OF YORKTON AND HAS NO LEGAL STATUS AS AN OFFICIAL INTERPRETATION OF THE VARIOUS CODES, REGULATIONS, BYLAWS OR STATUTES CURRENTLY IN EFFECT WITH REGARD TO CONSTRUCTION OR THE OFFERING FOR SALE OF ANY PROPERTY BY THE CITY OF YORKTON. USERS ARE ADVISED TO CONTACT THE BUILDING SERVICES DIVISION FOR ASSISTANCE AS THE CITY OF YORKTON ACCEPTS NO RESPONSIBILITY TO PERSONS RELYING SOLELY ON THIS INFORMATION