

The following information is necessary to facilitate a thorough evaluation and timely decision on your application. To expedite the evaluation, all materials submitted must be clear, legible, precise and include plans prepared to professional drafting standards. Thank you for your cooperation.

Building Permit Requirement List
Commercial New Projects and Additions:

Required Items

1. Approved Development Permit
2. A completed Building Permit Application Form (Two-Sided Form to be Completed)
3. Building Address Confirmation
4. Licensed Contractor's Name, address, postal code and telephone number
5. Property Owner's Name, Address, postal code and telephone number
6. Total construction costs, including building, structural, mechanical, plumbing, electrical, etc.
7. Three (3) complete sets of drawings. (Preferred scale *Metric 1:200 or *Engineer 1"=20'0") include:
 - Site plan
 - Architectural
 - Structural
 - Mechanical
 - Plumbing
 - Electrical
8. A Soils Report may be required depending upon the size and height of the proposed development. For confirmation, contact:
 - Building Services Department
9. One set of specifications (if applicable).

The City of Yorkton Building Services Department
2nd Floor, City Hall
37 Third Avenue North, Yorkton, Saskatchewan S3N 2W3
Monday - Friday, 8:00 a.m., 12:00 Noon, 1:00 - 4:00 p.m.
Phone (306) 786-1710

Please allow 1 day for the receipt of your application
Checklists are updated periodically. Please ensure that you have the most recent edition.