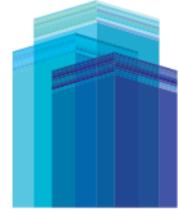


Commercial Phased Permits



Building permits can be applied for in phases, if desired. Phased permits only apply to the permitted phase of construction, and there is no guarantee that future phases will be granted permits. Clearly indicate the phase being applied for on the building permit application and submit only the value of construction for the portion of scope covered by the specific application. Please see the [Commercial Information Package](#) for complete permit requirements.

The submission requirements for the various phased permits are described below. Additional information may be required, depending on the circumstances. Each project is unique. Development Services is available to discuss the phased permit process as it pertains to your project.

The servicing strategy for the entire development must be submitted to, and approved by, Service and Infrastructure Approvals prior to the construction of the first phase. This is to ensure adequate capacity to service the entire development. Information submitted during early phases may be required to be resubmitted for subsequent phase applications. All information identified in this information package will be required by the final phase.

National Energy Code of Buildings (NECB) Requirements:

As with National Building Code Requirements, there is no guarantee that future phases will be granted permits and that the level of detail required at each phase is dependent on the compliance path chosen.

Prescriptive and Trade-Off*: Prescriptive and trade-off requirements shall be met for the scope in which the application has been applied for. For example, a foundation permit will require the NECB requirements for foundations to be shown. Future requirements for the building envelope would not be required until the shell phase. If future phases cannot meet the prescriptive or trade off requirements, the project may be forced to comply through the performance path.

* Note: *The Energy Code Regulations* specifies the Energy Performance Tier from NECB Part 10 that must be met as the minimum level of performance. While 'Tier 1' is in force, Prescriptive and Trade-Off compliance paths continue to be accepted by the City of Regina without the need for a formal 'Alternative Solution' (since Tier 1 from Part 10 is equal to the prescriptive requirements of NECB).

Performance: sealed modeling reports will be required for the 'Shell' and 'Final' phases. Tenant improvement permits shall also include NECB documentation to demonstrate continued compliance. For more details, see the "NECB Phased Building Energy Framework Guide" on Regina.ca/build.

Phase Requirements

Site Services:

- Development Permit Application form
- Site and landscape plans
- Zoning Analysis form
- Civil drawings

Foundation:

- Building Permit Application form
- Site plan
- Under slab mechanical (if applicable)
- Building Code Analysis form
- Structural drawings (for foundation & include details for expected loads)
- Architectural (preliminary layout only)
- Building elevation drawings (preliminary layout only)
- NECB documentation for phase (see the “NECB Phased Building Energy Framework Guide”)

Shell (includes the exterior walls and floor systems that are part structure):

- Building Permit Application form
- Approved site and landscape plans (revisions identified, if applicable)
- Building Code Analysis form
- Structural drawings
- Architectural floor plans (with level of detail appropriate to phase)
- Building elevation drawings
- Building section drawings (if applicable)
- Mechanical and plumbing drawings (if required)
- Electrical drawings (if applicable)
- NECB documentation for phase (see the “NECB Phased Building Energy Framework Guide”)

Final (includes building components such as interior partitions, mechanical and electrical systems):

- Building Permit Application form
- Approved site plan (revisions identified, if applicable)
- Building Code Analysis form
- Structural drawings
- Architectural floor plans (full detail)
- Building elevation drawings
- Building section drawings
- Mechanical and plumbing drawings
- Electrical drawings
- NECB documentation for phase (see the “NECB Phased Building Energy Framework Guide”)

Tenant Fit-up (including first and all subsequent fit ups)

- Building Permit Application form
- Building Code Analysis form
- Structural drawings (if applicable)
- Architectural floor plans
- Building section drawings (if applicable)
- Mechanical and plumbing drawings
- Electrical drawings
- NECB documentation to demonstrate continued compliance