



2343A BROAD ST - REGINA, SK - S4P 1Y9
PH: 306 - 352 - 6617 FX: 306 - 352 - 6619

INITIAL CHECKLIST FOR BUILDERS / DEVELOPERS
(REQUIRED INFO IN BOLD)

- **BUILDER CONTACT INFO**
- INTERIOR DESIGNER CONTACT INFO
- DEVELOPER CONTACT INFO
- ENGINEER CONTACT INFO
- LOT NUMBER
- BLOCK NUMBER
- PLAN NUMBER
- **CIVIC ADDRESS**
- **SETBACKS**
- **EASEMENTS**
- **ROAD ALLOWANCES**
- **GARAGE SIDE**
- **LEGAL SURVEY**
- **GRADING PLAN FOR WALKOUTS**
- GEOTECHNICAL REPORT FOR OUT-OF-TOWN LOTS
- **ARCHITECTURAL CONTROLS**
- EXISTING BUILDINGS
- DOES THE LOCAL AUTHORITY REQUIRE AN ENGINEER'S STAMP
- ANY SPECIAL BUILDING MATERIALS
- **BILLING ADDRESS**

INITIAL MEETING WILL INCLUDE:

- **DESIGN PROCESS**
 - **HOURLY RATES FOR:**
 - **PRELIMINARY DRAWINGS OF FLOORPLANS**
 - **ELEVATIONS**
 - **WORKING DRAWINGS PER SQUARE FOOT RATES FOR:**
 - **ELEVATIONS**
 - **BASEMENT/FOUNDATION PLAN**
 - **MAIN FLOOR PLAN**
 - **SECOND FLOOR PLAN**
 - **ROOF PLAN**
 - **MAIN FLOOR FRAMING PLAN**
 - **SECOND FLOOR FRAMING PLAN**
 - **BASEMENT ELECTRICAL PLAN**
 - **MAIN FLOOR ELECTRICAL PLAN**
 - **SECOND FLOOR ELECTRICAL PLAN**
 - **BUILDING SECTIONS**
 - **SITE PLAN**
 - **HOURLY RATE FOR REVISIONS**