

Building Permit Application

Permit Label

New Home Buyer Protection Act Registration # (NHBPA): Development Permit Number; Suliders' License #:	Separate permit applications are required for: Electrical Plumbing Gas PSDS					
Application Date (MDDY):	New Home Buyer Protection Act Registration	n # (NHBPA): _		Builders' License #:		
Colly:	Permit Type: Owner Contractor		Development Permit Number:			
City:	Application Date (M/D/Y):		Estimated Con	npletion Date (M/D/Y):		
Coll Number:	Owner:		Mailing Address:			
Coltractor:	City:	Prov.:	Postal Code:	Phone:		
City:	Cell Number: Email Ad	dress:		Fax:		
Project Location: Name of Municipality: Street or Rural Address: Subdivision or Hamlet Name: Unit or Suite #. Lot: Block: Plan: Tax Roll #: Legal Subdivision: Part of: ½ Sect: Twp: Rge: W of: Directions: Architect and/or Engineer (if applicable): Phone: Project Information: Commercial Residential Multi Family Industrial Institutional Oil & Gas Type of Work: New Renovation Addition Accessory Building Basement Dev. Manufactured Home RTM (Ready to Move) Secondary Suite Change of Occupancy Wood Stove Deck Demolition Other Q. m. Sq. ft. No. of Stories: Building Classification: Main Area: Developed Yes No Garage Area: Detached Attached Permit Applicant Detachation: The permit and in accordance with the Alberta Safety Codes Act and Regulations. The personal information provided as part of this application is collected under the Safety Codes Act and the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be completed by the Building Classification of the personal information provided, please contact the municipality. Permit Applicant Name (Please print) Permit Applicant Signature Homeowner's Signature (Homeowner permits only) Project Value (Materials & Labour): \$ Total Developed Area: Sq. Ft Permit Kepticant Name (Please print) Permit Applicant Signature Homeowner's Signature (Homeowner permits only) Project Value (Materials & Labour): \$ Total Developed Area: Sq. Ft Permit Cand #: CVV# Expiry Date: Date of Authorization: Date of Authorization: Permit Applicant Signature Date of Authorization: Permit Conditions: Signature Date of Authorization: Permit Conditions: Signature Date of Authorization: Permit Conditions: Signature Date	Contractor:	Mailing Address:				
Project Location: Name of Municipality:	City:	Prov.:	Postal Code:	Phone:		
Street or Rural Address: Subdivision or Hamlet Name: Lot:	Cell Number: Email Ad	dress:		Fax:		
Street or Rural Address: Subdivision or Hamlet Name: Lot:	Project Location: Name of Municipality:					
Legal Subdivision: Part of: '\ Sect: Twp: Rge: W of:						
Architect and/or Engineer (if applicable):	Unit or Suite #: Lot: Block:	Plan: _		Tax Roll #:		
Architect and/or Engineer (if applicable):	Legal Subdivision: Part of: 1/4 Sect:	Twp	: Rge:	W of:		
Project Information:	Directions:					
Type of Work: New Renovation Addition Accessory Building Basement Dev. Manufactured Home RTM (Ready to Move) Secondary Suite Change of Occupancy Wood Stove Deck Demolition Other sq. m. sq. ft. No. of Stories: Building Classification: Main Area: Detailed Description of Work and/or intended use or occupancy of the building: Basement Area: Developed Yes No Garage Area: Detached Attached Permit Applicant Declaration: The permit applicant certifies that this installation will be completed in accordance with the Alberta Safety Codes Act and Regulations. The permit and in accordance with the Alberta Safety Codes Act and Regulations. The permit and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the municipality. Permit Applicant Name (Please print) Permit Applicant Signature Homeowner's Signature (Homeowner permits only) Project Value (Materials & Labour): \$ Total Developed Area: Sq. Ft Permit Fee: \$ "SCC Levy: \$ TOTAL FEE: \$ "SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560 Payment Method: Visa M/C Debit Cheque Cash Authorization / Cheque Number Date of Authorization: Signature Orardholder: Signature of Cardholder: Date of Authorization: Inspecting SCO: Permit Conditions: Permit Validation Section to be completed by the Building Safety Codes Officer: Inspecting SCO: Signature SCO's Signature	Architect and/or Engineer (if applicable):			Phone:		
Project Value (Materials & Labour): \$	Secondary Suite Change of Occupancy Wood Stove Deck Demolition Other sq. m. sq. ft. No. of Stories: Building Classification: Main Area: 2nd Floor Area: Basement Area: Developed Yes No Garage Area: Detached Attached Detached Attached Detached Attached Detached Secondary Suite Decompand of Work and/or intended use or occupancy of the building: Detached Attached Permit Applicant Declaration: The permit applicant certifies that this installation will be completed in accordance with the Alberta Safety Codes Act and Regulations. The personal information provided as part of this application is collected under the Safety Codes Act and the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or					
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Name of Cardholder: Signature of Cardholder:	*SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560 Payment Method: Visa M/C Debit Cheque Cash Authorization / Cheque Number					
Permit Validation Section to be completed by the Building Safety Codes Officer: Permit Conditions: SCO's Name (print or type) SCO's Signature	Credit Card #:C\	<u>/√#</u> Ex	piry Date:	Date of Authorization:		
Permit Conditions: SCO's Name (print or type) SCO's Signature	Name of Cardholder:	Siç	gnature of Cardholder: _			
SCO's Designation Number Date of Issue (M/D/Y):	SCO's Name (print or type)		SCO's Signature			
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Calgary Edmonton Lethbridge Lloydminster Red Deer

25, 2015 - 32 Avenue NE 100, 14535 – 118 Avenue 422 North Mayor Magrath Dr. Unit 2, 1724 – 50 Avenue 3, 6264 – 67A Street T2E 6Z3 Ph: 403.717.2344 T5L 2M7 Ph: 780.489.4777 T1H 6H7 Ph: 403.320.0734 T9V 0Y1 Ph: 780.870.9020 T4P 3E8 Ph: 403.358.5545

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Fax: 403.717.2340 Toll Free Fax: 1.888.717.2340 Toll Free Fax: 1.866.900.4711

Revised: October 3, 2022

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Calgary Edmonton Red Deer Lethbridge Lloydminster 25, 2015 – 32 Avenue NE 100, 14535-118 Avenue 3, 6264 – 67A Street 422 North Mayor Magrath Drive Unit 2. 1724 – 50 Avenue

T5L 2M7 P T4P 3E8 P T1H 6H7 P T9V 0Y1 P

T2F 673

Ph: 780.489.4777 Ph: 403.358.5545 Ph: 403.320.0734 Ph: 780.870.9020

Ph: 403 717 2344

Fax: 403.717.2340 Fax: 780.489.4711 Fax: 403.358.5085 Fax: 403.320.9969 Fax: 780.870.9036

RESIDENTIAL BUILDING PERMIT INFORMATION & CHECKLIST REQUIREMENTS

APPLICATION REQUIREMENTS – Along with your approved development permit from the Municipality, ensure the listed supporting documentation is included with the completed building permit application, or delays may occur with regards to issuing the building permit.

NEW HOME BUYERS PROTECTION ACT – When constructing a new home, cabin, garage with living quarters or moving in a new manufactured home you must provide New Home Warranty Registration at time of application.

NATIONAL ENERGY CODE (NEC) – The NEC came into effect November 1, 2016. Ensure the attached 9.36 Compliance Report is completed and submitted with the building permit applications and documentation.

BUILDERS' LICENSE – Effective December 1, 2017, new requirements are in effect for residential builders in Alberta. All residential builders are required to have a builder licence in order to construct new homes

CONSTRUCTION OF NEW HOMES & ADDITIONS	MANUFACTURED, MODULAR, MOBILE HOMES		
□ site plan □ floor plan(s)	□ site plan □ floor plan		
□ foundation plan □ elevation views	□ foundation plan** □ CSA, QAI or Intertek #		
□ building cross sections	□ Serial # □ AMA #		
□ roof truss layouts □ manufactured floor joist layouts	□ square footage □ year of manufacture		
(Layouts can be on site at the framing stage)	□ elevation views		
 engineered stamped drawings for attached garage if it is 			
pile and grade beam	ONE ROOM ADDITIONS & MANUFACTURED SUNROOMS		
□ Preserved Wood Foundations require plans designed by	□ site plan □ floor plan		
an Engineer, registered in the Province of Alberta. (unless designed to the CAN/CSA S406-16 (R2003)	☐ foundation plan** ☐ cross section view		
	☐ if manufactured sunroom, supplier's full product		
Hydronic Heating design information and designer certification	information is required or an engineer's approval		
ceremeation			
	** NOTE: Pile foundations require engineering		
STORAGE BUILDINGS / GARAGES / SHEDS	BASEMENT DEVELOPMENTS AND MINOR RENOVATIONS		
□ site plan □ floor plan	☐ floor plan showing layout of new walls, bathrooms,		
□ elevation views □ building cross sections	bedrooms, windows and doors		
□ roof truss and beam design information	HOT TUBS / SWIMMING POOLS		
☐ Hydronic Heating design information and designer	-		
certification (if applicable)	□ site plan with dimensions of tub / pool		
□ pole buildings <u>require</u> engineering	☐ fence information		
Foundation Requirements:	DECKS		
☐ 4 foot frost wall and strip footing	☐ site plan ☐ foundation plan**		
concrete slab over 55 sq. meters (592 sq. ft.) must be	□ floor layout		
engineered	□ cross section view or example plan with dimensions		
□ engineered grade beam and pile	filled in		
□ any other foundation will require a structural	WOOD STOVES (including fireplaces, pellet and coal stoves)		
engineered stamped plan	□ floor plan		
<u>Wall Requirements:</u>	□ manufacturers installation instructions		
□ walls up to 3.6 m in height are acceptable	□ references to certification listing		
□ walls over 3.6 m will require an <u>engineered</u> stamped	•		
plan unless built to Standata 14-BCV-002R1.	**NOTE: Pile foundations require engineering		

Construction checklists for additions, decks, garages, mobile homes and wood stoves are also available.