

## 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

<p><b>CONSTRUCTION OF NEW HOMES &amp; ADDITIONS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> site plan                      <input type="checkbox"/> floor plan(s)</li> <li><input type="checkbox"/> foundation plan            <input type="checkbox"/> elevation views</li> <li><input type="checkbox"/> building cross sections</li> <li><input type="checkbox"/> roof truss layouts        <input type="checkbox"/> manufactured floor joist layouts (Layouts can be on site at the framing stage)</li> <li><input type="checkbox"/> engineered stamped drawings for attached garage if it is pile and grade beam</li> <li><input type="checkbox"/> Preserved Wood Foundations require plans designed by an Engineer, registered in the Province of Alberta. (unless designed to the CAN/CSA S406-16 (R2003))</li> <li><input type="checkbox"/> Hydronic Heating design information and designer certification</li> </ul>	<p><b>MANUFACTURED, MODULAR, MOBILE HOMES</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> site plan                      <input type="checkbox"/> floor plan</li> <li><input type="checkbox"/> foundation plan**        <input type="checkbox"/> CSA, QAI or Intertek #</li> <li><input type="checkbox"/> Serial #                      <input type="checkbox"/> AMA #</li> <li><input type="checkbox"/> square footage            <input type="checkbox"/> year of manufacture</li> </ul> <p><b>ONE ROOM ADDITIONS &amp; MANUFACTURED SUNROOMS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> site plan                      <input type="checkbox"/> floor plan</li> <li><input type="checkbox"/> foundation plan**        <input type="checkbox"/> cross section view</li> <li><input type="checkbox"/> if manufactured sunroom, supplier's full product information is required or an engineer's approval</li> </ul> <p><b>** NOTE: Pile foundations require engineering</b></p>
<p><b>STORAGE BUILDINGS / GARAGES / SHEDS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> site plan                      <input type="checkbox"/> floor plan</li> <li><input type="checkbox"/> elevation views            <input type="checkbox"/> building cross sections</li> <li><input type="checkbox"/> roof truss and beam design information</li> <li><input type="checkbox"/> Hydronic Heating design information and designer certification (if applicable)</li> <li><input type="checkbox"/> pole buildings <u>require</u> engineering</li> </ul> <p><b><u>Foundation Requirements:</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 4 foot frost wall and strip footing</li> <li><input type="checkbox"/> concrete slab over 55 sq. meters (592 sq. ft.) must be engineered</li> <li><input type="checkbox"/> engineered grade beam and pile</li> <li><input type="checkbox"/> any other foundation will require a structural engineered stamped plan</li> </ul> <p><b><u>Wall Requirements:</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> walls up to 3.6 m in height are acceptable</li> <li><input type="checkbox"/> walls over 3.6 m will require an <u>engineered</u> stamped plan unless built to Standata 14-BCV-002R1.</li> </ul>	<p><b>BASEMENT DEVELOPMENTS AND MINOR RENOVATIONS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> floor plan showing layout of new walls, bathrooms, bedrooms, windows and doors</li> </ul> <p><b>HOT TUBS / SWIMMING POOLS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> site plan with dimensions of tub / pool</li> <li><input type="checkbox"/> fence information</li> </ul> <p><b>DECKS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> site plan                      <input type="checkbox"/> foundation plan**</li> <li><input type="checkbox"/> floor layout</li> <li><input type="checkbox"/> cross section view or example plan with dimensions filled in</li> </ul> <p><b>WOOD STOVES</b> (including fireplaces, pellet and coal stoves)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> floor plan</li> <li><input type="checkbox"/> manufacturers installation instructions</li> <li><input type="checkbox"/> references to certification listing</li> </ul> <p><b>**NOTE: Pile foundations require engineering</b></p>

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

**Contract Superior Safety Codes at 1.866.999.4777 if you require any information regarding building permits or drawings that are required.**