

## 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** – Since February 1, 2014, When constructing a new home, cabin, garage with living quarters or moving in a 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 9.36 Compliance Report is completed and submitted with the building permit applications and documentation.

<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, NTA or Intertek #</li> <li><input type="checkbox"/> Serial #                      <input type="checkbox"/> AMA # (built prior to Dec. 2019)</li> <li><input type="checkbox"/> square footage            <input type="checkbox"/> year of manufacture</li> <li><input type="checkbox"/> elevation views</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"/> elevation views</li> <li><input type="checkbox"/> if manufactured sunroom, supplier's full product information is required or an engineer's approval</li> </ul> <p style="text-align: center;"><b>** NOTE: Pile foundations require engineering</b></p>
<p><b>STORAGE BUILDINGS / GARAGES / SHEDS / CARPORTS</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.</li> </ul> <p><b>BASEMENT DEVELOPMENTS &amp; SUITES 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    <input type="checkbox"/> fence info</li> </ul> <p><b>ROOF MOUNTED SOLAR PANELS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> roof layout showing anchorage of panels and railing system (<i>manufacturer's specifications required to be submitted or must be engineered</i>)</li> <li><input type="checkbox"/> existing roof structure to be identified</li> </ul> <p><b>DECKS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> site plan    <input type="checkbox"/> foundation plan**    <input type="checkbox"/> floor layout</li> <li><input type="checkbox"/> cross section view</li> </ul> <p><b>HANDICAP RAMPS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> site plan    <input type="checkbox"/> foundation plan**    <input type="checkbox"/> cross section view</li> </ul> <p><b>HVAC INSTALLATIONS</b> (not with new construction)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Replace duct work and venting; provide detailed description of work</li> <li><input type="checkbox"/> Hydronic heating; provide the design information and heat loss calculations</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    <input type="checkbox"/> references to certification listing</li> <li><input type="checkbox"/> manufacturers installation instructions</li> </ul> <p style="text-align: center;"><b>**NOTE: Pile foundations require engineering</b></p>

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

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