

RESIDENTIAL PROJECTS - DRAWINGS TO BE SUBMITTED (DIGITAL PDF COPY REQUIRED)

YES	NO	N/A	
APPLICATION FORM			
☐	☐	☐	Filled out completely, signed and dated.
SITE PLAN			
☐	☐	☐	Indicating property lines, access/driveways, structures, distances to property lines, distance between structures, distances to fire hydrants/overhead power, topographical, wells.
PRE-MANUFACTURED HOME			
☐	☐	☐	CSA Label (QAI or Intertek)
OR			
☐	☐	☐	Alberta Label (AMA, if manufactured prior to 2019)
CONSTRUCTION DRAWINGS			
☐	☐	☐	Floor plan, use/occupancy
☐	☐	☐	Elevations
☐	☐	☐	Foundation Plan
			Concrete, ICF, piling, grade beam, support/anchoring, preserved wood, screw pile, slab more than 55sq meter, thickened slab - engineered
☐	☐	☐	Tall wall – More than 12' engineered
☐	☐	☐	Roof System – Trusses engineered
☐	☐	☐	Floor Joist System – Other than conventional lumber to be engineered
☐	☐	☐	Hydronic Heating System – Engineered heating system
☐	☐	☐	Building Systems – Such as mechanical, electrical
☐	☐	☐	Specific/detail – Such as fire protection components, fire detection, fire suppression, materials, equipment, hot tub, pool, sauna, solid fuel appliance, solar panel
☐	☐	☐	Professional Seal or Stamp – dated and signed if project requires professional engagement
☐	☐	☐	Demolition Details – Such as asbestos abatement, utilities, disposal – SEPARATE PERMIT for demolition
ENERGY EFFICIENCY			
☐	☐	☐	Prescriptive
			Performance characteristics for building elements are met by following the prescribed approach set out in the code. (ie: following the thermal insulation and amount of windows for the region)
OR			
☐	☐	☐	Trade-off
			Energy performance characteristics for building elements are met, however, within each building element it is possible to "trade off" increased performance in one element for reduced performance in another
OR			
☐	☐	☐	Performance
			Performance characteristics for the building are met using a design prepared by a qualified professional.
CONSTRUCTION SITE FIRE SAFETY PLAN			
☐	☐	☐	Construction Fire Safety Plan for construction and demolition sites. Submit to local fire authority.
VARIANCE REQUEST			
☐	☐	☐	Alternative solution may be beneficial in conjunction with a permit application. If used it must be filled out completely, describe what is intended and how it will meet or exceed Code requirements and include supporting evidence. Variance Fee required
NEW HOME WARRANTY			
☐	☐	☐	Applies to construction of new homes; proof required
			- Warranty
			- Exemption
OTHER REQUIRED PERMITS			
☐	☐	☐	Development Permit
			Check with municipality – most often required prior to Safety Codes Permit
☐	☐	☐	Electrical, Plumbing, Gas and Private Sewage Permits
OTHER INFORMATION			
☐	☐	☐	Safety Codes Officer may require additional information in order to proceed (Code consultation available upon request)