

APPLICATION REQUIREMENTS CHECKLIST

Hot Tubs/Swimming Pools

- Site plan with the location and dimensions of tub/pool
- Hot Tub cover certification conforming to ASTM F1346-91
- Location of fence around Pool

Decks

- Site plan
- Plan view
- Cross section view
- or Sample plan with dimensions filled in

Woodstoves (includes Fireplaces, Pellet and Coal Stoves)

- Floor plan indicating room dimensions and clearances of stove.
- Manufacturers installation instructions
- References to certification listing

Basement Developments and Minor Renovations

- Floor plan showing layout of new walls, bathrooms, bedrooms, windows, and doors.

Application reviewed and accepted by: _____

Date: _____

APPLICATION REQUIREMENTS CHECKLIST

Garages/Sheds/Storage Buildings

- Site plan
- Plan view
- 4 Elevation views
- Building cross section
- Roof truss information (optional could be submitted later)
- Foundation Requirements:
 - Frost wall foundation or 55 sq. m. (596 sq. ft.) concrete slab are acceptable.
 - Any other foundation will require a structural engineered stamped plan.
- Wall Requirements:
 - walls up to 12 feet in height are acceptable.
 - walls over 12 feet will require an engineered stamped plan.

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Date: _____

APPLICATION REQUIREMENTS CHECKLIST

Manufactured Homes

Mobile Homes

- Site plan
- Foundation Requirements:
 - Wood blocking is acceptable.
 - Any other foundation will require a structural engineered stamped plan.
- Floor plan
- 4 Elevation views
- C.S.A. #
- Alberta Labour #
- Serial #
- Proof of deformation resistant building

Modular Homes

- Site plan
- Floor plan
- Foundation Requirements:
 - Full basement or Frost wall foundation is acceptable.
 - Any other foundation will require a structural engineered stamped plan.
- 4 Elevation views
- C.S.A. #
- Alberta Labour #
- Serial #

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APPLICATION REQUIREMENTS CHECKLIST

Single Family Dwellings and Additions

- Site plan
- Floor plan(s)
- Foundation Requirements:
 - Full basement or Frost wall foundation is acceptable.
 - Pile and Grade Beam or any other foundation will require a structural engineered stamped plan.
- Elevation views
- Roof truss layouts
- Manufactured floor joist layouts
- Engineered stamped drawing for attached garage foundation if it is pile and grade beam.

One Room Additions and Sunrooms

- Site plan
- Floor plan
- Foundation plan
- Cross section view
- If manufactured sunroom; supplier's full product information is required

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