

# BUILDING PERMIT APPLICATION



[received date stamp]

[agency file no.]

[eSITE permit no.]

## APPLICANT, OWNER, & CONTRACTING COMPANY INFORMATION

**Application Date** (mmm/dd/yyyy):  **Other Permits Required:**  Electrical  Plumbing  Gas  Private Sewage  Not Applicable  
(under separate application)

**Development Permit No.** (only if applicable):

**New Home Warranty No.** (if applicable):  **Builder License ID No.** (if applicable):

**Estimated Start Date** (mmm/dd/yyyy):  **Estimated Project Completion Date** (mmm/dd/yyyy):

**Permit Applicant:**  Owner  Contractor **Value of Work** (labour and materials): \$

**Owner Name** (please print):

**Mailing Address:**  **City / Town / Village:**  **Province:**  **Postal Code:**

**Email:**  **Phone:**  **Fax:**

**Contracting Company Name** (please print):  **Contact Name** (please print):

**Mailing Address:**  **City / Town / Village:**  **Province:**  **Postal Code:**

**Email:**  **Phone:**  **Fax:**

## PROJECT LOCATION

**Municipality:**  **Subdivision / Hamlet:**  **Tax Roll No.:**

**Street / Rural Address:**  **Unit:**

**Lot:**  **Block:**  **Plan:**

**LSD:**  **Quarter:**  **Section:**  **Township:**  **Range:**  **West of:**

**Directions:**

**Description of Work** (please provide a complete and detailed description of the work to be completed including all applicable drawings/documents):

**WORK MUST BE INSPECTED BEFORE COVERING**  Work has not started  Work is in progress  Work is complete

## TYPE OF OCCUPANCY

- Single Family
- Multi-Family
- Commercial
- Institutional
- Industrial
- Relocatable Industrial
- Other:

## TYPE OF WORK

- New
    - Addition
    - Renovation
    - Basement Development
    - Swimming pool / hot tub
    - Change of Occupancy / Use
    - Solid Fuel/Pellet Stove/Fireplace
    - Temporary Structure – removal date
    - Manufactured/ RTM Home – Foundation type
  - Attached Garage
  - Detached Garage
  - Shed
  - Shop
  - Secondary Suite
  - Seasonal Cabin
  - Deck
  - Demolition
  - Roof mounted solar panels
- Indicate:  new  relocation  
CSA/QAI#  AMA#

## BUILDING AREA

feet<sup>2</sup>  meters<sup>2</sup>

Ground Floor Area

2nd Floor Area (loft / mezzanine)

Basement Floor Area

Developed  Yes  No

Garage

Deck

Other

**Total Developed Area**

**Undeveloped Area**

**No. of Storeys**

FOIP Notification: Personal information collected on this form is collected under the authority of section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act. It is used for processing permit applications, issuing permits, safety codes compliance monitoring, verification and program evaluation. The name of the permit holder and nature of the permit may be included on reports provided to a municipality or made available to the public as required or allowed by legislation. Questions about this collection may be directed to ASCA Coordinators at 1-888-413-0099 or at Suite 500, 10405 Jasper Avenue, Edmonton, AB T5J 3N4.

**Permit Applicant's Name** (please print):  **Permit Applicant's Signature:**

**Homeowner's signature** (homeowner permit only)  
**Homeowner Declaration:** By signing this application I hereby certify that I own/will own and occupy this dwelling

## OFFICE USE ONLY

Permit Fee: \$  Travel Fee: \$  SCO/Permit Issuers Name (please print):

Council Levy: \$  (\$4.50 or 4% of the permit fee maximum \$560.00) SCO/Permit Issuers Signature:

Total Cost: \$  Designation No.:

Cash  Cheque  Debit Receipt No.:  Permit Issue Date (mmm/dd/yyyy):

Credit Card (attach signed credit card authorization form)  Invoiced