



Lethbridge County  
 100-905 4 Avenue S  
 Lethbridge, Alberta, T1J 4E4  
 (403) 328-5525  
 development@lethcounty.ca  
 www.lethcounty.ca



The Inspections Group Inc  
 2825 18 Avenue N  
 Lethbridge, Alberta, T1H 6T5  
 PH: (587) 787-4143 TF: 1 (888) 852-3558  
 Fax: (587) 787-4142  
 south@inspectionsgroup.com  
 www.inspectionsgroup.com

Please submit all permit applications to [south@inspectionsgroup.com](mailto:south@inspectionsgroup.com) for review and processing.

### BUILDING PERMIT APPLICATION FORM

Development Permit Number: \_\_\_\_\_ Estimated Project Completion Date: \_\_\_\_\_

New Home Warranty Number (if applicable): \_\_\_\_\_ Project Value (labour and material): \$ \_\_\_\_\_

Applicant Type:  Owner  Contractor Work:  has not started  is in progress  is complete

OWNER / APPLICANT: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**PROJECT LOCATION:**

Municipality: \_\_\_\_\_ Subdivision / Hamlet Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Legal Land Description: LSD: \_\_\_\_\_ Part of: \_\_\_\_\_ Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ West of: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_ Tax Roll Number: \_\_\_\_\_

Directions: \_\_\_\_\_

**BUILDING TYPE:**

- Single Family Residential
- Multi Family Residential  
 \_\_\_\_\_ (number of dwelling units)
- Commercial
- Industrial
- Institutional
- Other (specify)  
 \_\_\_\_\_  
 \_\_\_\_\_

**TYPE OF WORK:**

- New Construction
- Relocation
- Addition
- Renovation
- Demolition
- Change of Occupancy
- Other (specify)  
 \_\_\_\_\_  
 \_\_\_\_\_
- Basement Development
- Secondary Suite
- Wood-Burning Appliance
- Deck
- Accessory Building
- Swimming Pool, Hot Tub
- Roof-Mounted Solar

**BUILDING AREA:**

- m<sup>2</sup>  ft<sup>2</sup>
- Main Floor \_\_\_\_\_
- Second Floor \_\_\_\_\_
- Third Floor \_\_\_\_\_
- Basement Developed  Yes  No
- If YES, Basement \_\_\_\_\_
- Garage \_\_\_\_\_
- Deck \_\_\_\_\_
- Porch, Veranda \_\_\_\_\_
- Other (specify) \_\_\_\_\_
- \_\_\_\_\_
- Total \_\_\_\_\_

DESCRIPTION OF WORK: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Permit Applicant's Name (print)

Permit Applicant's Signature

Homeowner's Signature (homeowner permit only)

I hereby declare that I am the owner of the premises where the work will be conducted and/or currently reside or intend to reside on the property. I assume responsibility for ensuring compliance with the applicable Act and Regulations.

Please be advised that payment must be received before any code review is processed or a permit is issued. Permits may be cancelled upon request; however, a minimum fee of \$100 or more will be retained depending on the stage of the permit or application at the time of cancellation, in accordance with the Lethbridge County's Permit Fee Schedule.

**TIGI OFFICE USE ONLY**

**PAYMENT TYPE:**

- Cheque  Mastercard  Visa  AMEX  Interac  e-Transfer  Invoice

Permit Fee: \$ \_\_\_\_\_

+ SCC Levy\*: \$ \_\_\_\_\_

= Total Cost: \$ \_\_\_\_\_

\* \$4.50 or 4% of the permit fee maximum \$560.00

Receipt #: \_\_\_\_\_

**APPLICATION DETAILS:**

Application Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_

The personal information provided as part of this application is collected under the authority of the Safety Codes Act, the Municipal Government Act, and in accordance with the Protection of Privacy Act (POPA) and the Access to Information Act (ATIA). This information is required and will be used for issuing permits, verifying and monitoring compliance with safety codes, and for property assessment purposes. The name of the permit holder and nature of the permit may be made available to the public upon request. If you have any questions about the collection or use of your personal information, please contact the Municipality.