



Town Of Chestermere
DEVELOPMENT/BUILDING PERMIT APPLICATION
105 Marina Road, Chestermere AB T1X 1V7
Ph (403) 207-7075 Fax (403) 207-2817

**BEFORE AN APPLICATION FOR DEVELOPMENT/BUILDING PERMIT IS ACCEPTED
THE FOLLOWING INFORMATION MUST ACCOMPANY THIS APPLICATION.**

Roll Number: _____

Lot _____ Block _____ Plan _____ Zoning _____

Address _____

Construction Drawings

- 3 sets, accurately drawn and to scale (1/8" or 1/4" per foot or 1 to 50 metric)
- Elevations
- Sections
- **Original**
 - **Roof truss layout**
- All Floor Plans (all Room uses must be identified)
- Area, in either metric or imperial, of all floor plates and rooms
- Engineers Stamp (if required)
- Architects Stamp (if required)
- Hydronic Radiant Floor System Engineered plans or specs
- Engineer's Letter of Responsibility for Permanent Wood Foundation

Grade Slip from Developer

- If there is no Developer, the Town will issue Grade Slip but Applicant must provide Grade information from Alberta Land Surveyor
- Existing grades of lot, each corner, minimum two points on each flank
- Proposed grades of new development relative to existing road and adjacent properties

Plot Plan

- Showing all front, side, rear and separation setbacks of proposed and existing buildings, in either metric or imperial measurements
- Proposed and existing grades and total Lot Area
- Direction of surface drainage
- Retaining walls or other distinctive features

Completed Application Forms

- Development Permit
- Building Permit
- Foundation Permit
- Other

- Applicable Fees
- Building Permit
- Foundation Permit
- Development Permit
- Off Site Levies
- Contribution to Roadways
- Recreation Levy
- Safety Codes Fee
- Other

Relaxation or Discretionary Permit

- If the proposed development does not comply with Land Use Bylaw 99-600 as amended, in every way or a relaxation is granted by the Development Officer, or if the application is Discretionary, the application will have to be circulated to adjacent property owners and a minimum 14 day Appeal period will be in effect. No permits will be granted until this period has passed.
- Should an appeal be lodged by the Applicant or Relevant Neighbor an appeal form plus the appeal fee of \$200.00 should be sent to the Secretary of the SDAB by the person(s) appealing. According to the *Municipal Government Act* an appeal has to be heard within 30 days of the appeal being received by the Town of Chestermere.

PLEASE NOTE: Signature required on Development Permit or Letter of Authorization must accompany this application applicant is not owner.

Checked: _____ Date: _____



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APPLICATION FOR
DEVELOPMENT PERMIT

ROLL NO.

I/We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application.

APPLICANT INFORMATION			<i>COMPLETE IF DIFFERENT FROM APPLICANT</i>		
NAME OF APPLICANT			NAME OF REGISTERED LAND OWNER		
ADDRESS			ADDRESS		
POSTAL CODE	TELEPHONE (Res)	(Bus.)	POSTAL CODE	TELEPHONE (Res)	(Bus.)

LAND INFORMATION									
Legal description of proposed development site:									
REGISTERED PLAN NO.	BLOCK	LOT	OR	QTR./L.S.	SEC.	TWP.	RG.	M.	

Civic Address of Proposed Development _____

Describe the existing use of the land: _____

Land Use Classification: _____

DEVELOPMENT INFORMATION

Describe the proposed use of the land: _____

Estimate the project:	COMMENCEMENT DATE	COMPLETION DATE	CONSTRUCTION COSTS \$
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Attached is: (a) Site Plan: Yes No N/A; (b) Floor Plan: Yes No N/A

DECLARATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT.

DATE

SIGNATURE OF APPLICANT

NOTE:

Signature of Registered Land Owner Required if different

DATE

SIGNATURE OF REGISTERED LAND OWNER

FOIP Notification: The personal information you provide on this form is being collected under the authority of Section 640(2) of the *Municipal Government Act* and Section 32(b) and 32(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provision of these acts. This information will be used to determine eligibility for a development permit and for enforcement of applicable laws and may be circulated to persons or authorities as necessary for the review process. If you have any questions about the collection of this information please contact the FOIP coordinator, 105 Marina Road, Chestermere Alberta T1X 1V7 (403) 207-7050

Submission of a duly signed development permit application authorizes the Development Officer and/or designated Town's employee to enter the property to carry out inspections necessary for this development.



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**RE: PERMISSION TO START WORK FOR ONE/TWO FAMILY
DWELLING**

Permission has been granted to:

DATE: _____

APPLICANT: _____

PROJECT AT: _____

BUILDING PERMIT # _____

TELEPHONE NO: _____

To commence work, at the risk of the owner, as per Sentence 1.5.1.10(1) of the Alberta Building Code prior to the issuance of the building permit with the following conditions:

1. The work permitted includes excavation, the construction of footing/foundation walls to grade and the construction of the main floor system. No further work shall be carried out until the Building Permit is issued.
2. Construction safety shall be provided by the constructor in accordance with Part 8 of the Alberta Building Code.
3. SEE ATTACHED SCHEDULES 'A' & 'B' FOR ADDITIONAL CONDITIONS.

WARNING!

THE DRAWINGS SUBMITTED WITH THE ABOVE PERMIT APPLICATION HAVE NOT BEEN EXAMINED. IT IS THE RESPONSIBILITY OF THE OWNER TO ENSURE THAT ALL WORK CONFORMS TO THE ALBERTA BUILDING CODE.

I accept responsibility for the installation of this foundation in accordance with the Alberta Building Code and all requirements of the Town of Chestermere Land Use Bylaw No. 99-600, as amended.

SIGNATURE OF APPLICANT

DEVELOPMENT OFFICER



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SCHEDULE "A"

RE: PERMISSION TO START WORK – CONSTRUCTION OF FOUNDATION ONLY

BUILDING PERMIT NO: _____

This permission to start work is issued with the following additional conditions:

- 1) Provides weeping tile around foundation and connect to appropriate Grade Slip drainage system.
- 2) Provide sulphate resistant concrete or sulphate soils test to determine concrete type, strength and dampproofing requirements.
- 3) Provide soil bearing capacity certificate.
- 4) **Please refer to BUILDING GRADE FORM for additional requirements.**

NOTE: CALL FOR INSPECTION BEFORE BACKFILLING.
PLEASE ALLOW 48 HOURS FOR INSPECTION SCHEDULING.

WARNING: THE DRAWINGS SUBMITTED WITH THE ABOVE PERMIT APPLICATION
HAVE NOT BEEN EXAMINED. IT IS THE RESPONSIBILITY OF THE OWNER TO
ENSURE THAT ALL WORK CONFORMS TO THE ALBERTA BUILDING CODE.



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SCHEDULE "B"

DATE: _____

Dear Applicant:

RE: PROPOSED ONE/TWO FAMILY DWELLING AT: _____

BUILDING PERMIT NO. _____

As advised by the Developer of the subdivision, a soil bearing capacity certificate is required for the above property.

The foundation permit for the above project is released with the following conditions relating to the soil bearing capacity certificate.

1. A soil bearing capacity test must be done by a Professional Engineer licensed to practice in the province of Alberta before any work, other than excavation, commences on the project.
2. The footings and foundation system must be constructed in accordance with the Engineer's recommendations.
3. The soil bearing capacity certificate must be received by this office at least three working days before the framing inspection or it may be given to the Building Inspector when he is doing the framing inspection.
4. Where the Engineer recommends that a follow-up inspection is required the owner/contractor must provide this office with a copy of the follow up report at least three working days before the framing inspection or it may be given to the building Inspector when he is doing the framing inspection.

Also, it is the responsibility of the owner/contractor to comply with all conditions and/or requirements outlined on the GRADE SLIP provided by the Developer of the subdivision.

 DEVELOPMENT OFFICER