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## ***Residential Building Permits***

### ***Applications***

In order to issue a building permit, the applicant must submit:

- **Completed permit application**
- **Two complete sets of construction documents which include a cross section, elevations, floor plan and foundation**
- **A copy of the site plan showing the size, shape and position of the proposed building on the lot**
- **Copy of your approved Municipal Development Permit**
- **Method of payment**

### ***Site Inspections Stages***

**Foundation:** prior to backfill, footings and wall poured, forms removed, weeping tile, washed rock and damp proofing applied.

**Framing / HVAC prior to drywall:** foundation backfilled, walls framed, floors and roof completed, mechanical and electrical rough-ins complete, heating ducts installed, exterior doors and windows installed, outside plywood and exterior wrap complete, insulation and vapour barrier started or complete, manufacturer's floor and truss layout and specifications are on site.

**Final:** prior to occupancy, drywall and paint complete, interior finishing complete, handrails in place, exterior penetrations sealed, plumbing and electrical complete (including fixtures), heating/ventilation system installed and ductwork complete, smoke alarms installed, all safety items complete, all items from previous inspection reports or plans examination complete.

We request that you provide our office with 48 hours notice to arrange for the necessary inspections. Please contact your Local office listed below.

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<b>Calgary:</b>	25, 2015 - 32 Avenue N.E.	T2E 6Z3	Tel: 403.717.2344	Fax: 403.717.2340	Toll Free Phone: 1.888.717.2344
<b>Edmonton:</b>	14613 – 134 Avenue	T5L 4S9	Tel: 780.489.4777	Fax: 780.489.4711	Toll Free Phone: 1.866.999.4777
<b>Fort McMurray:</b>	165, 101 Signal Road	T9H4N6	Tel: 780.715.7726	Fax: 780.715.7731	Toll Free Phone: 1.877.715.7726
<b>Grande Prairie:</b>	1st Floor 10525 - 100 Avenue	T8V 0V8	Tel: 780.882.8777	Fax: 780.882.7677	Toll Free Phone: 1.877.882.8777
<b>Lloydminster:</b>	Bay 1, 2914 – 50 Avenue	T9V 2S5	Tel: 780 870 9020	Fax: 780 870 9036	
<b>Red Deer:</b>	3, 6264 - 67 A Street	T4P 3E8	Tel: 403.358.5545	Fax: 403.358.5085	Toll Free Phone: 1.888.358.5545