

Building Permit Application

Permit Type:

Owner ☐ Contractor ☐

New Home Buyer Protection Act Registration Number (NHBPA): _____

Builders License Number: _____

Development Permit Number: _____

ESITE Permit Number: 305305- _____

Application Date (M/D/Y): _____

Estimated Completion Date (M/D/Y): _____

Owner: _____ **Mailing Address:** _____
City: _____ **Prov.:** _____ **Postal Code:** _____ **Phone:** _____
Cell Number: _____ **Fax:** _____ **Email Address:** _____

Contractor: _____ **Mailing Address:** _____
City: _____ **Prov.:** _____ **Postal Code:** _____ **Phone:** _____
Cell Number: _____ **Fax:** _____ **Email Address:** _____

Street or Rural Address: _____
Subdivision or Hamlet Name: _____ **Lot:** _____ **Block:** _____ **Plan:** _____ **Tax Roll #:** _____
Part of: _____ **1/4 Sect:** _____ **Twp:** _____ **Rge:** _____ **W of:** _____

NOTE:

All development and construction that occurs prior to permit issuance is subject to a penalty which amounts to double the current permit fee. A Stop Work Order may also be issued.

Type of Building:

- ☐ Residential
☐ Commercial
☐ Multi-Family
☐ Industrial
☐ Institutional

Type of Work:

- ☐ New ☐ Change of Use
☐ Renovation ☐ Accessory Building
☐ Addition ☐ Deck
☐ Demolition ☐ Wood Stove
☐ Basement Development
☐ Manufactured Home
☐ RTM (Ready to Move)
Other _____

Building Area:

☐ sq. ft. or ☐ sq. m.

Main Floor: _____

2nd Floor: _____

Basement: _____ **Developed?** ☐

Garage Area: _____

Detached ☐ **Attached** ☐

Deck Area: _____

Total Developed: _____

No. of Stories: _____

Detailed Description of Work:

Building Classification:

Permit Applicant Declaration: The permit applicant certifies that this installation will be completed in accordance with the Alberta Safety Codes Act and Regulations. The permit applicant/owner acknowledges that as per Section 12(2) of the Alberta Safety Codes Act; Superior Safety Codes Inc. is not liable for any decision related to the system of inspections, examinations, evaluations and investigations including but not limited to a decision relating to their frequency and the manner in which they are carried out. The personal information provided on this form is protected by the Freedom of Information/Privacy Act.

Permit Applicant Name (Please print)

Permit Applicant Signature

Owner's Signature (Owner permits only)

Project Value (labour/materials): _____

Permit Fee: \$ _____ ***SCC Levy: \$** _____

Penalty: \$ _____

TOTAL FEE: \$ _____ **Receipt Number:** _____

Payment Method: Visa M/C Debit Cheque Cash

Please be advised that any information provided to Sturgeon County (the "County") in order to process your application is subject to the application of the Access to Information Act (ATIA) and may be used and disclosed in accordance with the legislation. Specifically, all documents and studies required to be prepared and submitted by the applicant to the County are deemed to be publicly available and the property of the County once they are submitted to the County to process the application. Unless the submitting party explicitly indicates, in advance and clearly on the face of the record, that certain parts of the information are provided in confidence to the County and are to remain confidential, all documents and studies submitted to the County may be subject to disclosure under the ATIA. If confidentiality is required, it is the responsibility of the submitting party to clearly mark such records as Confidential and provide written rationale for the request. Should the applicant provide the County with such a declaration of confidentiality, the County will take this under consideration to determine if the document and/or study can be accepted in confidence; however, the County cannot guarantee that such information will remain confidential and will not be subject to disclosure pursuant to the ATIA.

Permit Validation Section to be completed by the Building Safety Codes Officer:

SCO's Name (print or type) _____ **SCO's Signature:** _____

SCO's Designation Number _____ **Date of Issue (M/D/Y):** _____

M/C or Visa Number _____ **Expiry Date:** _____

Name (as it appears on card): _____ **Authorized Signature:** _____

BUILDING PERMIT CONDITIONS

1. The issuance of a building permit shall not prevent a Safety Codes Officer from stopping building construction operations which are in violation of the Safety Codes Act, regulations made pursuant thereto, the Alberta Building Code, Ministerial Orders or Bylaws.
2. By written notice, a Safety Codes Officer may suspend or revoke a permit issued in error, on the basis of incorrect information supplied or when in violation of the provisions of the Safety Codes Act, regulations made pursuant thereto, the Alberta Building code, Ministerial Orders or Bylaws.
3. Every permit shall automatically expire two years from the date of issue. If you are unable to complete your building or structure within two years as defined in the issued permit approval, contact our office prior to the expiration date to request an extension.
4. A set of examined drawings and specifications shall be kept on the building site at all times during which the work authorized by this permit is in progress and shall be available for inspection by a Safety Codes Officer.
5. Before any excavation or construction is started, check the location of utilities.
6. Any person who commits a breach of any of the provisions of the Safety Code Act, or Regulations made pursuant thereto or of the conditions of a permit is guilty of an offence under Section 63 of the Act.
7. Upon completion of all work authorized by this permit, the Safety Codes Officer shall be notified that all work is completed and ready for final inspection.
8. If any portion of the work is concealed prior to an approval by a Safety Codes Officer, all work may be requested to be uncovered.
9. Any required re-inspection shall be subject to a re-inspection fee, as per current fee schedule. The fee is required to be paid prior to the re-inspection taking place.
10. Any work started prior to the development permit effective date, is at the applicants own risk. If an appeal is successful, building permit fees and work started will not be compensated.
11. **Plumbing, Gas, Private Sewage and Electrical are not included under this building permit. Separate permits are required.**

**Landowner authorization, either by signature on the form or by letter,
is required for this application.**

PERMITS ARE NON-REFUNDABLE

Please contact Superior Safety Codes Inc. for your inspections, allowing a minimum of 2 working days' notice.