

TOWN of SEXSMITH



Residential Building Permit Application

9921-100 Street, Box 420, Sexsmith TOH
3C0 Ph: 780-568-0215 Fax: 780-568-2200
www.sexsmith.ca/assistcao@sexsmith.ca

Permit Number: **PRBDR**

Roll Number:

Application Date: _____ Development Permit Number: _____
Permit Type: ☐ Owner ☐ Contractor
Other Permits/Applications Required: ☐ Development ☐ Electrical ☐ Gas ☐ Plumbing ☐ PSDS

Landowner: _____
Mailing Address: _____
City: _____ Province: _____
Postal Code: _____ Phone: _____
Fax: _____ E-mail: _____

Contractor Name: _____
Mailing Address: _____
City: _____ Province: _____
Postal Code: _____ Phone: _____
Fax: _____ E-mail: _____

Legal: _____ Lot: _____ Block _____ Plan: _____
Part of: _____ ¼ Sec: _____ Twp: _____ Range: _____ W6M
Civic/Rural Address: _____
Subdivision Name: _____

Estimated Start Date: _____ Estimated Completion Date: _____
Project Value: _____

Project/Building: ☐ Dwelling Unit ☐ Detached Garage ☐ Accessory Buidling ☐ Foundation
Classification: ☐ Basement Development ☐ Deck ☐ Solid Fuel Burning Appliance____(# of)
☐ Tile Roof ☐ Hydronic Heat ☐ Other _____

*Please check all that apply

Type of Work: ☐ New Construction ☐ Manufactured Home ☐ Modular Home ☐ Addition
☐ Relocation ☐ Renovation ☐ Other _____

*Please check all that apply

Intended Use: ☐ Agricultural ☐ Residential ☐ Other _____

Project Details: _____ Building height (ft or # of storeys): _____
Area: Main Area _____ sqft/sqm
2nd Floor Area: _____ sqft/sqm
Basement Area: _____ sqft/sqm
Garage Area: _____ sqft/sqm
Total Area: _____ sqft/sqm

Bonus Room: _____ sqft/sqm
Additions: _____ sqft/sqm
Hydronic Heating: _____ sqft/sqm
Decks: _____ sqft/sqm
Solid Wood Burning Appliance _____ Quantity (#)

Is basement being developed at time of construction? ☐ Yes ☐ No

Project Description: _____



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Permit Applicant Declaration: The permit applicant hereby certifies that this installation will be completed in accordance with the Alberta Safety Codes Act and Regulations, all applicable Codes, and Municipal Bylaws. Work shall commence within 90 days from the date of the issuance of the permit and expires in accordance with the Town of Sexsmith's Uniform Quality Management Plan (QMP) without extension request. If the work authorized by the permit is suspended or abandoned for a period of 120 days at any time after the work has commenced, the permit will expire.

The personal information on this form is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act, Section 642 of the Municipal Government Act and /or the Safety Codes Act. The information will be used to process the application(s) and the names &/or address of where the development /use is being proposed may be made available to the public upon request or at a Public Council Meeting. If you have any questions on the collection and use of the information; please contact the FOIP Representative at 780-568-3681.

Notes To The Applicant

1. A building permit must be issued by a Safety Codes Officer prior to the commencement of construction. Violation will result in voluntary penalty of a minimum of \$100 and up to double the cost of the building permit.
2. All sewage lines must have a back water valve installed in the drain line to all fixtures below street level. All weeping tile must be plumbed to floor sump and pumped to outside ground surface.
3. All wooden basements must be inspected by an engineer and a report submitted to the Building Inspector.
4. **Construction must be complete prior to occupancy.** Occupancy permit is issued by the Safety Codes Officer.
5. Construction must be completed within one year of the date of approval of this permit. Soil must be levelled to back of curb prior to issuance of occupancy permit. Landscaping of lot must be completed within 12 months of date of occupancy permit. Town road right-of-way may extend 12 – 16 feet between curb and owner's property line. Only grass may be planted in this area and no permanent fixtures.
6. All residential parking lots must be constructed of concrete, asphalt or paving stones within one year of occupancy. All other parking lots will be part of Development Permit application.
7. Three inspections will be carried out on residential construction:
 - prior to backfilling
 - framing
 - when completed and prior to occupancy

CALL SAFETY CODES OFFICER, COUNTY OF GRANDE PRAIRIE, AT (780) 532-9722, TO ARRANGE FOR INSPECTIONS.

8. One or more inspections will be carried out on auxiliary construction. The Safety Codes Officer will advise of the number and interval upon issuance of the permit.
9. Additional fees will be charged for additional inspections required due to code infractions.
10. Water meters must be applied for from Aquatera, and installed by the contractor before water is turned on.
11. The issuance of a permit, and the examination of plans and specifications, shall not be construed to be authority to violate any of the provisions of the Alberta Safety Codes Act or pursuant regulations
12. A safety Codes Officer is prohibited from issuing a permit to an applicant, if the appropriate architects and/or professional engineer's seals or stamps are not on the plans and specifications.
13. The owner of the building is fully responsible for carrying out the work or having the work carried out in accordance with the requirements of the Alberta Safety Codes Act and pursuant regulations.
14. Permits must be applied for Building, Gas, Plumbing, or Electrical work.
15. Before any excavation or construction is started, the following should be checked:
 - a) Utilities-location, height, or depth, and protection from damage of all utilities i.e., sewer, water, power, gas, telephone, etc.
 - b) Levels-respecting proposed elevations of finished lanes, streets, or avenues, sanitary or from sewer connections
 - c) Curbs & Roads-contact Public Works for inspection of curbs and roads. Any damages are the responsibility of landowner.
16. Reviewed drawings and specifications shall be kept on the building site at all times during which the work authorized by the permit is in progress, and shall be available for inspection BY a Safety Codes Officer.
17. A Safety Codes Officer may suspend or revoke a permit issued in error or issued on the basis of incorrect information or if there is a contravention of any conditions under which the permit was issued or the permit fees have not been paid.
18. Issuance of a permit based upon plans and specifications shall not prevent a Safety Codes Officer from issuing orders under the Safety Codes Act.



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- 19. Issuance of a permit shall not prevent the Safety Codes Officer from stopping construction operations which are in violation of the Safety Codes Act.
- 20. Every permit shall automatically expire by limitation and become null and void if the work authorized by the permit is not commenced within 90 days from the issue or if the building authorized by the permits is suspended or abandoned for a period of 120 days at any time after the work is commenced. Before work can start again, a new permit shall be obtained. Exceptions may be made, at the discretion of the Safety Codes Officer in cases of summer or recreational homes or under unavoidable circumstances.
- 21. The applicant grants permission for the necessary inspections to be conducted with the signing of this application.
- 22. Documents required to accompany building permit:
 - a) Set of blueprints for construction;
 - b) Plot plan by a qualified ALS showing elevation (2% minimum grade from curb to front of building).

In the event that this permit is taken out to complete works started under a cancelled permit for the specific project, the applicant assumes responsibility that any previous work started for the project is completed in accordance with Safety Codes Standards by time of project completion.

I hereby certify that I am the owner or owner's agent of the property for this application. I have read and understood the statements printed on this form. I agree to all applicable laws in this jurisdiction.

Applicant Name (Please Print)

Applicant's Signature

Development Officer Signature

Date

Application Fee:	SEXSMITH Porti	on of Permit Fee:
	COUNTY Portion of Permit Fee:	SSRV
	Penalty:	
	Permit Fee Subtotal:	
	Safety Codes Council Levy:	CR95
	Other Fee:	
	Total Fee:	
Payment Method:	<input type="checkbox"/> Cash <input type="checkbox"/> Debit <input type="checkbox"/> Cheque <input type="checkbox"/> Money Order <input type="checkbox"/> Invoice	