

All forms and supporting documents (listed below) must be submitted at time of application. **Note:** Single storey structures smaller than 10m² (107 square feet) that do not require a foundation DO NOT require a permit (but must still meet relevant setback requirements).

Development/Building Permit Application Form (Attached)

Development Permit Requirements

Site Plan (See example on page 4)

- Lot and house dimensions (This information can be obtained from your most recent Real Property Report, a survey of your property conducted by a registered Alberta Land Surveyor)
- Location and dimensions of the structure
- Distances the structure will be from rear and side property lines
- Distances the house is from rear and side property lines
- Address of the property

Height of Structure (From ground level to roof peak. Provide on Construction Details Information Sheet or elevation drawings)

Declaration of Abandoned Wells (Only required for new buildings larger than 47m² (505 square feet) or additions to existing buildings resulting in the building being larger than 47m² (505 square feet).

Building Permit Requirements

Construction Details Information Sheet (Attached)

Foundation Plan

- Foundations **smaller** than 55m² (590 square feet) may be supported on a pressure treated mud sill or minimum 4 inch concrete slab (32 MPa)
- Foundations **larger** than 55m² (590 square feet) require engineered drawings

Floor Plan

- Outside dimensions of building
- Door locations, sizes, and swing direction
- Window locations and sizes
- Any interior walls or partitions, with description of rooms

Elevations (If not provided on Construction Details Information Sheet)

- Roof slope/pitch (i.e. 4:12)
- Wall height (from top of floor slab to top of wall plates)
- Height of Structure (From ground level to roof peak)
- Door and window locations and sizes

Roof Design (Roof trusses require Engineer's design)

Fees (See Development Fee Schedule)

MUST BE PAID AT TIME OF APPLICATION

Planning & Development
5600 - 49 Street
Beaumont, AB T4X 1A1
780-929-8782
development@beaumont.ab.ca

DATE RECEIVED
OFFICE USE ONLY

DATE PAID
OFFICE USE ONLY

Note: You may apply for a Building Permit and/or a Development Permit with this one combo application. Electrical, Plumbing, and Gas Permits each have their own application forms.

Property Information		
Street Address: _____		
Plan: _____	Block: _____	Lot: _____

Applicant and Property Owner Information	
Applicant/Contractor Name: _____	
Mailing Address: _____	
Town: _____	Postal Code: _____
Phone: _____	Cell Phone: _____
Email (required): _____	
Is the Applicant also the Registered Owner? <input type="checkbox"/> Yes (Do not fill out below) <input type="checkbox"/> No <i>(Fill out below - written authorization from registered owner required)</i>	
Owner Name: _____	
Mailing Address: _____	
Town: _____	Postal Code: _____
Phone: _____	Cell Phone: _____
Email (required): _____	

Proposed Development	
Construction Value: <i>(Approximate cost of material & labour)</i>	\$ _____
I am applying for a: <input type="checkbox"/> Development Permit AND/OR <input type="checkbox"/> Building Permit	
Check one of the following:	
<input type="checkbox"/> Uncovered Deck ^{SQ FT:} _____	<input type="checkbox"/> Hot Tub ^{SQ FT:} _____
<input type="checkbox"/> Covered Deck ^{SQ FT:} _____	<input type="checkbox"/> Corner Lot Fence**
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Fire Pit**
<input type="checkbox"/> Additional Dwelling Unit ^{SQ FT:} _____	<input type="checkbox"/> Accessory Building (Other than Garage) ^{SQ FT:} _____
<input type="checkbox"/> Home Based Business*** <input type="checkbox"/> Major <input type="checkbox"/> Minor	<input type="checkbox"/> Accessory Building (Detached Garage) ^{SQ FT:} _____
	<input type="checkbox"/> Basement Development ^{SQ FT:} _____
	Number of Bedrooms in Dwelling: _____
	Business Name: _____
Has work on the above indicated item already commenced? <input type="checkbox"/> Yes <input type="checkbox"/> No	

* No Development Permit required

** No Building Permit required

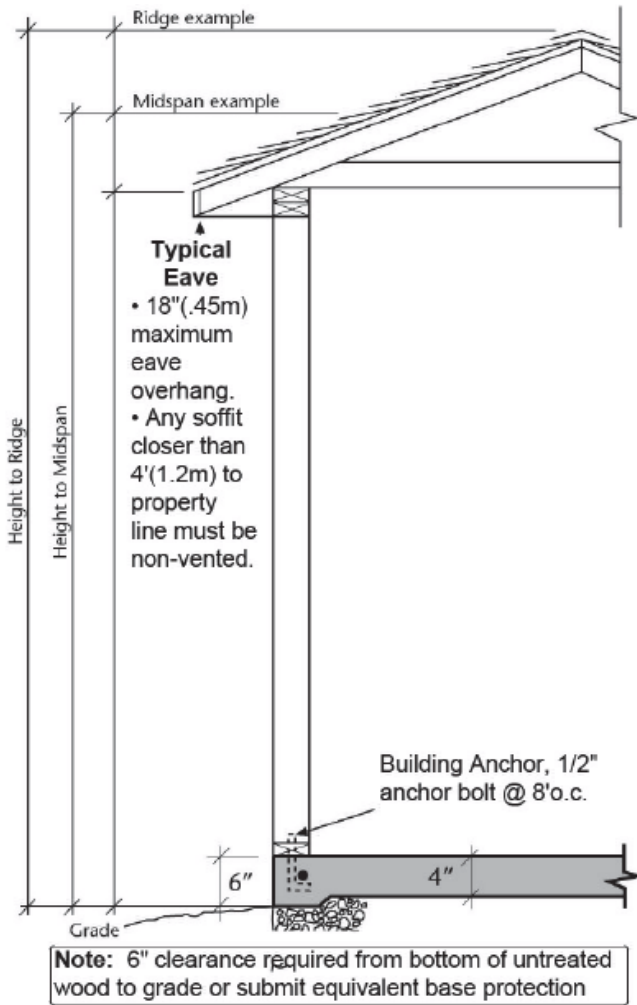
***Business License also required, Building Permit may be required

OFFICE USE ONLY	
Permit Number: _____	
Mail <input type="checkbox"/> Pick-up <input type="checkbox"/>	
<input type="checkbox"/> Authorization or ID Received	
Land Use District: _____	
Tax Roll: _____	
<input type="checkbox"/> Permitted Use	
<input type="checkbox"/> Permitted Use w/ Variance	
<input type="checkbox"/> Discretionary Use	
Fees	Receipt #:
Development Permit: _____	_____
Building Permit: _____	_____
Safety Code Council: _____	_____
Electrical Permit: _____	_____
SCC Electrical: _____	_____
Plumbing Permit: _____	_____
SCC Plumbing: _____	_____
Gas Permit: _____	_____
SCC Gas: _____	_____
Business License: _____	_____
Variance: _____	_____
Notification Fee: _____	_____
GST: _____	_____
Other: _____	_____
Total Fees: _____	

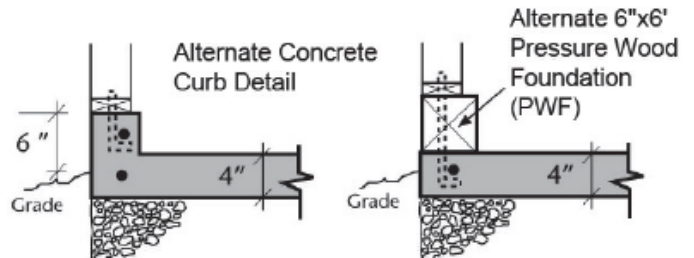
Applicant Authorization	
<ol style="list-style-type: none"> I am the owner/agent with the consent and authority of the owner that is the subject matter of this permit application. I hereby give my consent to allow any authorized person pursuant to the Municipal Government Act Section 542 the right to enter the land and/or building(s) with respect to this application only. I understand this is only an application and does not constitute approval to commence construction. I declare that the information contained in this application is correct and true to the best of my knowledge. I declare that I will notify the Development Authority of any proposed changes to the plans submitted with this application. I consent to receiving notifications & correspondence regarding this application via email to the address provided on this application. 	
Applicant Signature: _____	Date: _____

OFFICE USE ONLY	
Development Permit	
Date Deemed Complete: _____	Date of Decision: _____ <small>(See attached Notice of Decision)</small>
Building Permit	
See Attached Report	
Safety Codes Officer: _____	Designation No. _____ Date: _____

CONSTRUCTION DETAILS INFORMATION SHEET



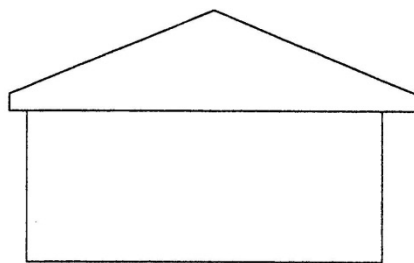
PLEASE COMPLETE BUILDING DETAILS	
Wall Framing	Roof Framing
<input type="checkbox"/> 2 x 4 @ 16" o.c.	<input type="checkbox"/> Pre-manufactured Engineered Truss
<input type="checkbox"/> 2 x 4 @ 24" o.c.	<input type="checkbox"/> Any other roof required construction drawings (e.g. stick frame, I-joint, structural insulated panel (S.I.P.))
<input type="checkbox"/> 2 x 6 @ 16" o.c.	
<input type="checkbox"/> 2 x 6 @ 24" o.c.	
<input type="checkbox"/> Insulated Walls and Ceiling	
<input type="checkbox"/> Interior Finish (Drywall etc.)	
<input type="checkbox"/> Other (e.g. Concrete Block, Structural Insulated Panel (S.I.P.))	
Wall Sheathing	Roof Sheathing
<input type="checkbox"/> 3/8" OSB/Plywood	<input type="checkbox"/> 3/8" OSB/Plywood
<input type="checkbox"/> 1/2" OSB/Plywood	<input type="checkbox"/> 7/16" OSB/Plywood
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:
Exterior Wall Finish	Roof material
<input type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Asphalt Shingles
<input type="checkbox"/> Cement Based Stucco	<input type="checkbox"/> Cedar, Pine Shakes & Shingles
<input type="checkbox"/> Metal Siding	<input type="checkbox"/> Metal Roofing



STANDARD ELEVATIONS

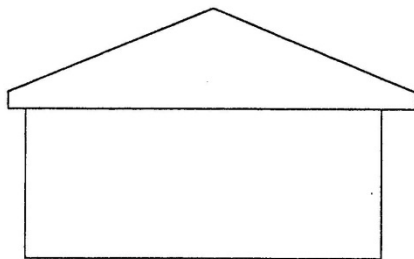
You may complete your elevations here if your structure resembles these drawings.

If it does not resemble these drawings, please submit separate detailed drawings.

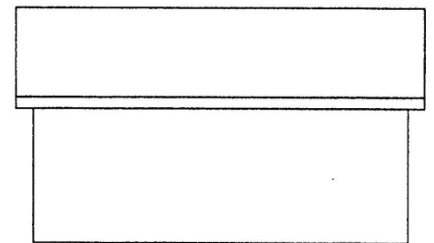


Elevation

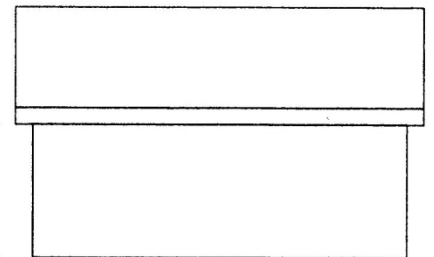
Show roof slope



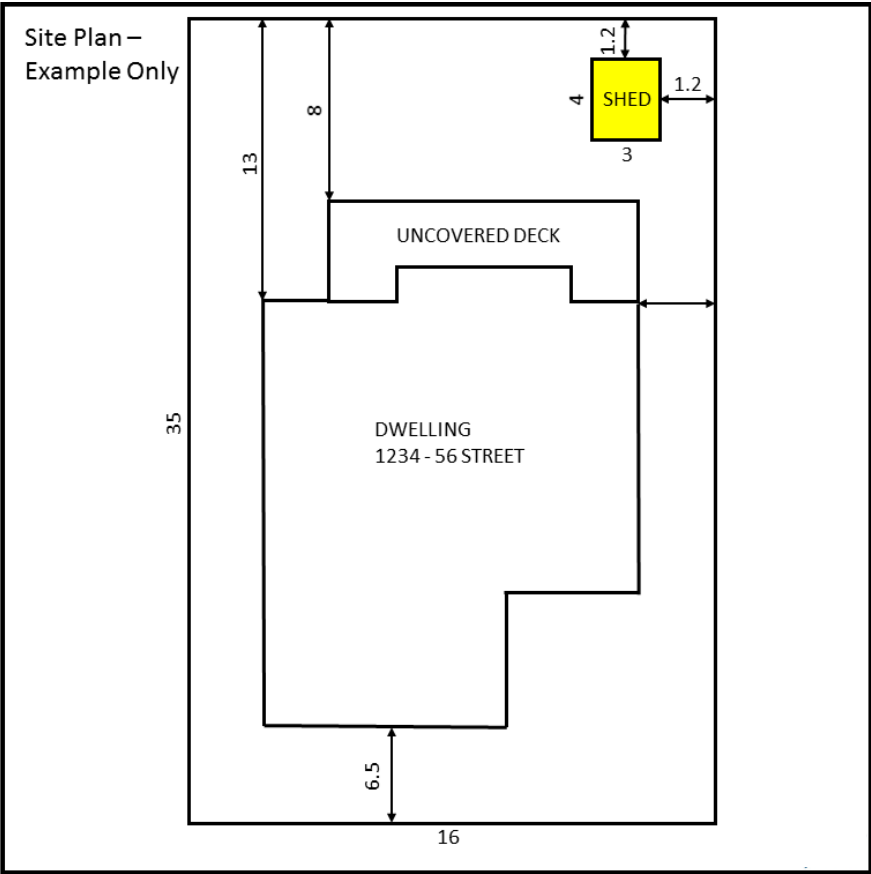
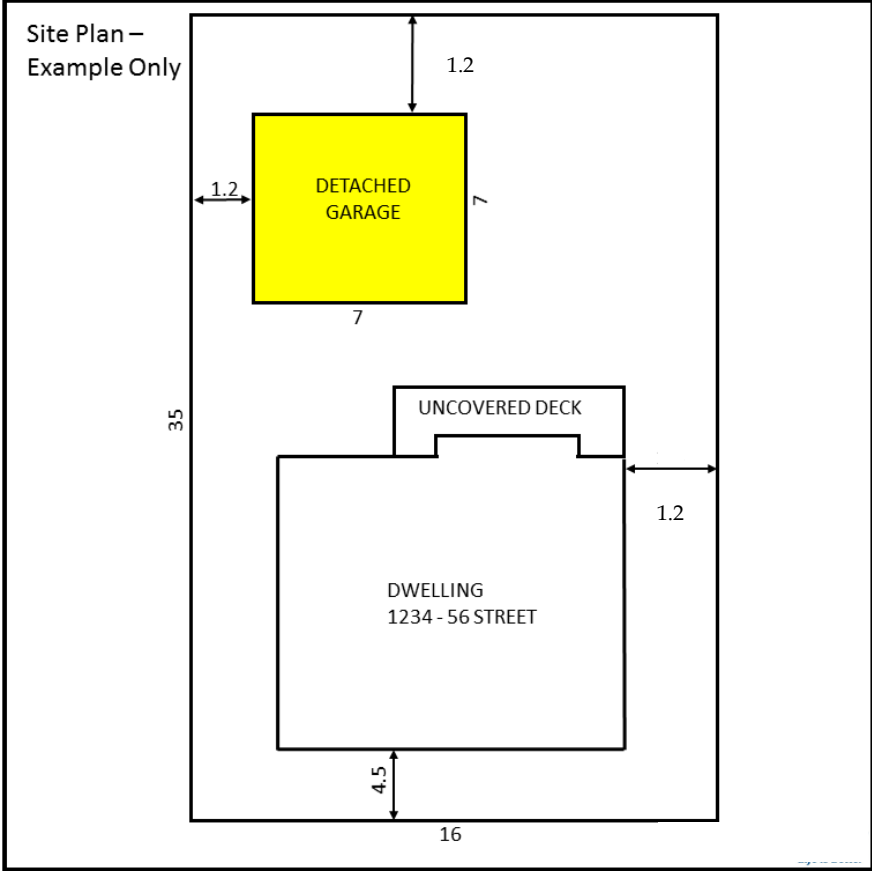
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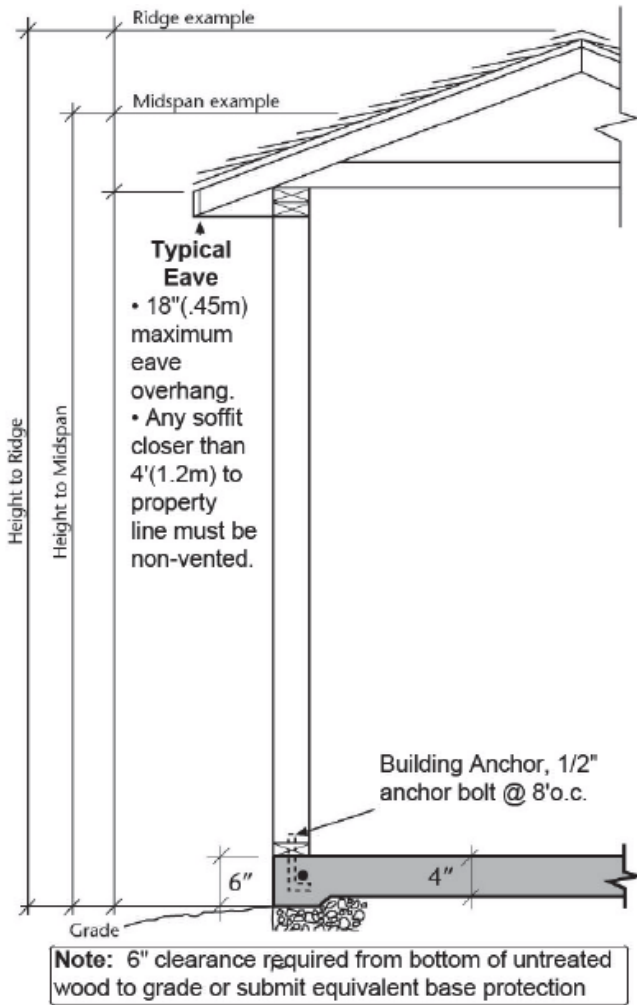
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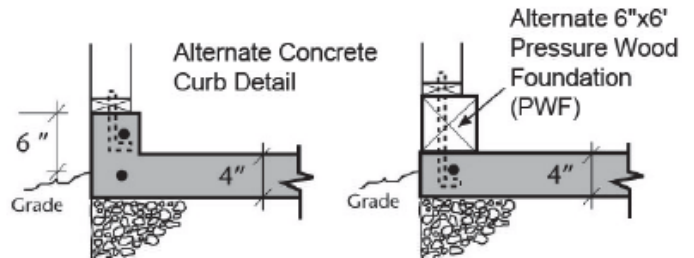
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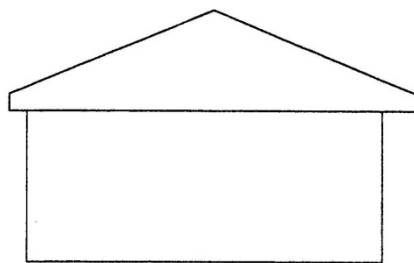
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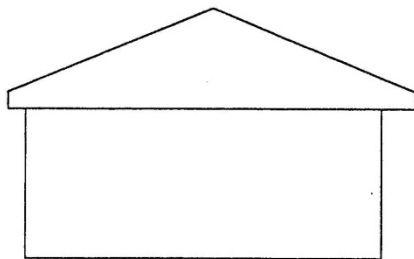
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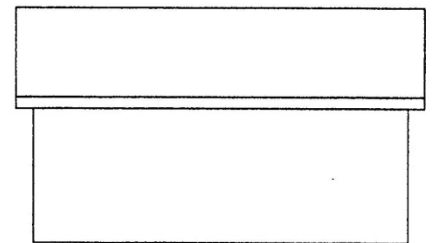


Elevation

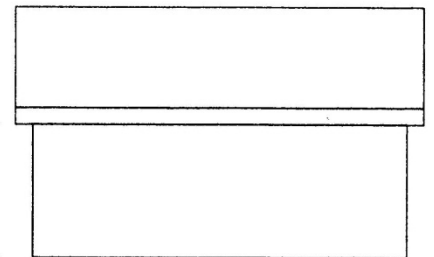
Show roof slope



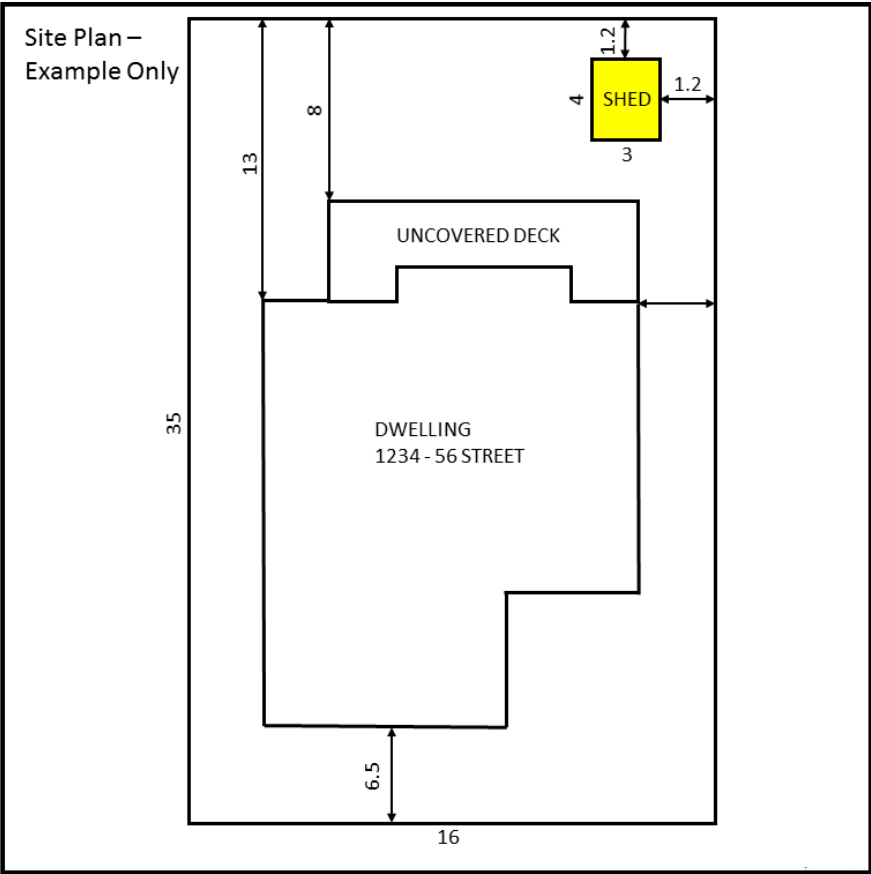
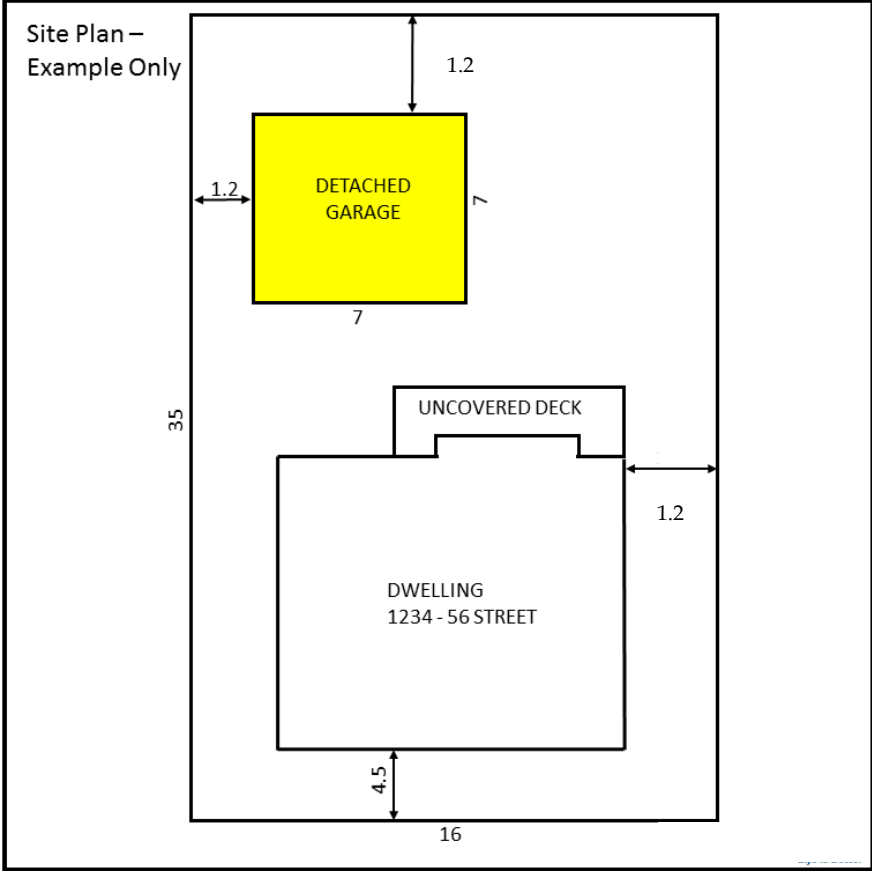
Elevation



Elevation



Elevation





Building an Accessory Building? (eg. Detached Garage, Shed, Playhouse)



The City of Beaumont Land Use Bylaw establishes the requirements for accessory buildings on a residential property within the City of Beaumont.

DO I REQUIRE A PERMIT?

- Accessory buildings over 10 square metres (107.64 sq. ft) require a development and building permit. (Measurements are from the outside of the walls)
- A development permit is a document permitting a specific type of development on a specific parcel of land in the City of Beaumont to proceed. It assures conformance with the zoning and development regulations under the Land Use Bylaw and its effect on adjacent property.
- A building permit ensures the building is safely constructed with respect to life safety, structural integrity, property protection, use and occupancy.

LOCATING THE ACCESSORY BUILDING ON THE PROPERTY

The accessory building shall:

- be a minimum of 1.2m (4 ft.) from the side property boundary.
- be a minimum of 1.2m (4 ft.) from the rear property boundary.
- not be placed within Utility Rights of Way or drainage swales.
- not be attached to the principal dwelling.



BUILDING REQUIREMENTS

- The total construction time to start and complete the building shall not exceed one (1) year from the date at which the building permit was issued.
- The maximum height of the accessory building shall not exceed two (2) storeys (max 4.5m per storey) but in any event, no taller than the principal building

WHAT DO I NEED TO BRING WITH ME WHEN I APPLY FOR A PERMIT?

- A site plan is required to show where the accessory building is to be located on the lot. On the site plan you must also include the setbacks to other structures and to the property boundaries.
- A list of materials being used and a drawing or blueprint of the proposed structure.

INSPECTIONS:

Please contact the Building and Inspections Department (780-929-1363) at least 72 hours in advance to schedule your inspection. Before calling for an inspection, ensure that the work is ready to be inspected. If the Building Inspector identifies any problems, it is your responsibility to have them corrected and to schedule a re-inspection. An additional fee may be assessed when a re-inspection is needed.

APPLICATION FORMS AND FEES:

Application forms and fee schedules are available on our website:

If you require assistance in applying for any permit or have further questions, please email development@beaumont.ab.ca or call 780-929-8782.

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