

To avoid processing delays, all forms and development and building permit requirements listed below must be submitted at time of application.

- Permit Application Form
- Consent form- to be completed only if applicant is not the registered homeowner
- Electrical Permit Application Form

Building Permit Requirements

- Provide a SITE PLAN which ***must*** include these listed elements.
 - Proposed layout of solar panels
 - Details of any structural changes
- Provide details of system components
 - Collector(s)
 - Controller(s)
 - Inverter(s)
- Provide Engineered Racking details (include ballast detail and installed system weight)
- Schematics or Site specific Line Diagram
- Total kW capacity
- Fees (See Fee Schedule)
CITY WILL CONTACT APPLICANT AFTER REVIEW OF SUBMITTED DOCUMENTATION
(cheques payable to: City of Beaumont)

System components and their installation must comply with applicable codes, standards and regulations.

Please ensure that all Part 3 Structure plans, elevations, details and schematics have been prepared by a professional engineer.

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? Yes (Do not fill out below) No (Fill out below - written authorization from registered owner required)

Owner Name: _____
 Mailing Address: _____
 Town: _____ Postal Code: _____
 Phone: _____ Cell Phone: _____
 Email (required): _____

Proposed Development

Construction Value: _____ \$
 (Approximate cost of material & labour)

I am applying for a: Development Permit AND/OR Building Permit

Check one of the following:

- Uncovered Deck SQ FT: _____
- Covered Deck SQ FT: _____
- Other: _____
- Additional Dwelling Unit SQ FT: _____
- Home Based Business*** Major Minor
- Hot Tub SQ FT: _____
- Corner Lot Fence**
- Accessory Building (Other than Garage) SQ FT: _____
- Accessory Building (Detached Garage) SQ FT: _____
- Basement Development* SQ FT: _____
- Number of Bedrooms in Dwelling: _____
- Business Name: _____

Has work on the above indicated item already commenced? Yes No

* No Development Permit required ** No Building Permit required *** Business License also required, Building Permit may be required

OFFICE USE ONLY

Permit Number: _____
 Mail Pick-up
 Authorization or ID Received
 Land Use District: _____
 Tax Roll: _____
 Permitted Use
 Permitted Use w/ Variance
 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: _____
 Contractors License: _____
 Variance: _____
 Notification Fee: _____
 GST: _____
 Other: _____
Total Fees: _____

Applicant Authorization

1. I am the owner/agent with the consent and authority of the owner that is the subject matter of this permit application.
2. 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.
3. I understand this is only an application and does not constitute approval to commence construction.
4. I declare that the information contained in this application is correct and true to the best of my knowledge.
5. I declare that I will notify the Development Authority of any proposed changes to the plans submitted with this application.
6. I consent to receiving notifications & correspondence regarding this application via email to the address provided on this application.
7. **By checking the "I agree" box above, you agree and authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature.**

Electronic Signature: _____ Date: _____

OFFICE USE ONLY

Development Permit

Date Deemed Complete: _____ Date of Decision: _____
 (See attached Notice of Decision)

Building Permit

See Attached Report

Safety Codes Officer: _____ Designation No. _____ Date: _____

DEVELOPMENT / BUILDING PERMIT AUTHORIZATION FORM**OWNER INFORMATION**

I (We), _____

(name(s) of Registered Land Owner(s))

being the registered land owners of:

Municipal Address: _____ Postal code _____

Legal Description: _____

Owner Phone number: _____

Owner Email: _____

Do hereby authorize:

APPLICANT INFORMATION

Company: _____

Contact Name: _____

Address: _____ Postal code _____

Phone: _____

Email: _____

to make application for the necessary building / development permits required to complete the following project: _____

For Commercial Only:

Owner is responsible for all costs associated with water metering changes, including all piping, and removal and/or replacement of water meter(s). Changes are required to water meter (please circle) Yes No

If yes, please contact Public Works at 780-929-4300.**ALL REPORTS WILL BE PROVIDED TO OWNER AND APPLICANT**_____
(Print name of Registered Land Owner)_____
(Print name of Registered Land Owner)_____
(Signature of Registered Land Owner)_____
(Signature of Registered Land Owner)_____
Date_____
Date

The personal information requested on this form is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. The information collected will be used for the purpose of permit review and inspection processes and may be communicated to relevant City Business Units, utility providers, and Alberta Health Services. It may also be used to conduct ongoing evaluations of services received from City Business Units. The name of the applicant and the nature of the permit will be available to the public. If you have any questions about the collection or use of your personal information, contact the City of Beaumont's FOIP Coordinator at 5600-49th Street, Beaumont, Alberta, T4X 1A1 or 780.929.8782.

Electrical Permit Application

Permit Label

Other Required Permits: Building Plumbing Gas PSDS Supply Service Required: Yes No
 Permit Type: Owner Contractor Development Permit Number: _____
 Application Date (M/D/Y): _____ Estimated Completion Date (M/D/Y): _____

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

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

Project Location: Name of Municipality: _____
 Street or Rural Address: _____ Subdivision or Hamlet Name: _____
 Unit or Suite #: _____ Lot: _____ Block: _____ Plan: _____ Tax Roll #: _____
 Legal Subdivision: Part of: _____ ¼ Sect: _____ Twp: _____ Rge: _____ W of: _____
 Directions: _____

Project Information: Commercial Residential Multi Family Industrial Institutional Oil & Gas
 Type of Work: New Renovation Addition Accessory Building Basement Dev. Connection Only Temp Service Other
 Service: Amperes: _____ Voltage: _____ Phase: _____ Underground Overhead
 Detailed Description of Work: _____
 Main Floor: _____ sq. ft.
 2nd Floor: _____ sq. ft.
 Dev. Basement: _____ sq. ft.
 Attached Garage: _____ sq. ft.

Permit Applicant Declaration: The permit applicant certifies that this installation will be completed in accordance with the Alberta Safety Codes Act and Regulations and work will commence within 90 days. 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 and Protection of Privacy Act.

Master's Name (Please print) _____ Master's Signature _____ Homeowner's Signature (Homeowner permits only) _____
 Master's Certification Number _____ *Homeowner Declaration: By signing this permit I hereby certify that I own or will own and occupy this dwelling.*

Project Value (Materials & Labour): \$ _____ Total Developed Area: _____ Sq. Ft
 Permit Fee: \$ _____ *SCC Levy: \$ _____ TOTAL FEE: \$ _____
 *SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560
 Payment Method: Visa M/C Debit Cheque Cash Authorization / Cheque Number _____
 Credit Card #: _____ Expiry Date: _____ Date of Authorization: _____
 Name of Cardholder: _____ Signature of Cardholder: _____

Permit Validation Section to be completed by the Permit Issuer. Inspecting SCO: _____
 Special Conditions: _____
 Permit Issuer's Name (print or type) _____ Permit Issuer's Signature _____
 Permit Issuer's Designation Number: _____ Date of Issue (M/D/Y): _____

Calgary	25, 2015 – 32 Avenue NE	T2E 6Z3	Ph: 403.717.2344	Toll Free Ph: 1.888.717.2344	Fax: 403.717.2340	Toll Free Fax: 1.888.717.2340
Edmonton	14613 – 134 Avenue	T5L 4S9	Ph: 760.469.4777	Toll Free Ph: 1.866.999.4777	Fax: 760.469.4711	Toll Free Fax: 1.866.900.4711
Fort McMurray	165, 101 Signal Road	T9H 4N6	Ph: 760.715.7726	Toll Free Ph: 1.877.715.7726	Fax: 760.715.7731	Toll Free Fax: 1.877.815.7731
Grande Prairie	1 st Floor 10525 – 100 Avenue	T8V 0V8	Ph: 760.882.8777	Toll Free Ph: 1.877.882.8777	Fax: 760.882.7677	Toll Free Fax: 1.877.882.8775
Lethbridge	422 North Mayor Magrath Dr.	T1H 6H7	Ph: 403.320.0734	Toll Free Ph: 1.877.320.0734	Fax: 403.320.9969	
Lloydminster	Bay 1, 2914 – 50 Avenue	T9V 2S5	Ph: 760.870.9020		Fax: 760.870.9036	
Red Deer	3, 6264 – 67A Street	T4P 3E8	Ph: 403.358.5545	Toll Free Ph: 1.888.358.5545	Fax: 403.358.5085	Toll Free Fax: 1.866.358.5085

Residential Electrical Permits

Applications

In order to issue an electrical permit, the applicant must submit:

- Completed permit application
- Method of payment

For electrical installations with a value over \$25, 000.00 two sets of electrical drawings must be submitted with the permit application.

Eligibility

- For a single-family dwelling, the applicant may be the owner and occupant of the property, or may be a contractor who holds a Master Electrician Certificate. Service must be 200 amps or less for a home-owner permit. This is the person to whom the permit is issued.

Typical Site Inspections Stages

Rough-in: prior to drywall, all wire and boxes installed and visible, main service installed, bonding and grounding complete

Final: prior to occupancy, all load devices and switches installed and operational, smoke detectors installed, panel labeled.

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

Calgary:	25, 2015 - 32 Avenue N.E.	T2E 6Z3	Tel: 403.717.2344	Fax: 403.717.2340	Toll Free Phone: 1.888.717.2344
Edmonton:	14613 - 134 Avenue	T5L 4S9	Tel: 780.489.4777	Fax: 780.489.4711	Toll Free Phone: 1.866.999.4777
Fort McMurray:	165, 101 Signal Road	T9H4N6	Tel: 780.715.7726	Fax: 780.715.7731	Toll Free Phone: 1.877.715.7726
Grande Prairie:	1st Floor 10525 - 100 Avenue	T8V 0V8	Tel: 780.882.8777	Fax: 780.882.7677	Toll Free Phone: 1.877.882.8777
Lloydminster:	Bay 1, 2914 - 50 Avenue	T9V 2S5	Tel: 780.870.9020	Fax: 780.870.9036	
Red Deer:	3, 6264 - 67 A Street	T4P 3E8	Tel: 403.358.5545	Fax: 403.358.5085	Toll Free Phone: 1.888.358.5545