

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? 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 Hot Tub Basement Development ^{SO FT}

Covered Deck Fire Pit** Corner Lot Fence** Accessory Building (Other than Garage)

Home Based Business*** Major Minor Accessory Building (Detached Garage)

Additional Dwelling Unit Number of Bedrooms in Dwelling: _____ Other: _____

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: _____	
Variance: _____	
Notification Fee: _____	
GST: _____	
Other: _____	
Total Fees: _____	

Applicant Authorization

- 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

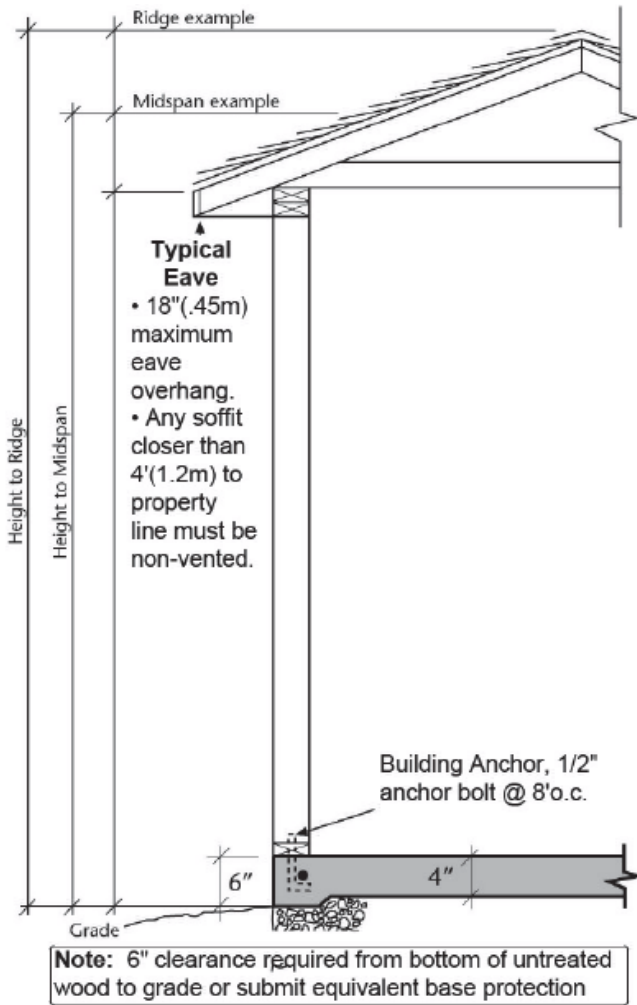
Date Deemed Complete: _____ Date of Decision: _____
(See attached Notice of Decision)

Building Permit

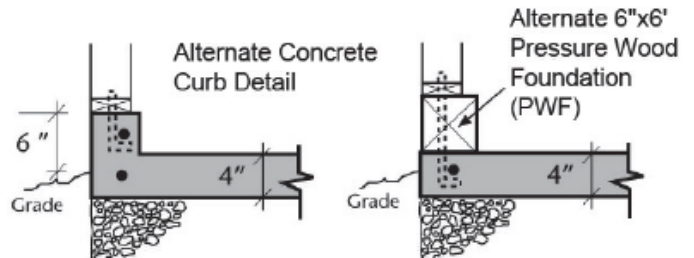
See Attached Report

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

CONSTRUCTION DETAILS INFORMATION SHEET



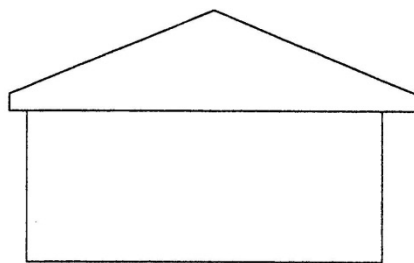
PLEASE COMPLETE BUILDING DETAILS	
Wall Framing	Roof Framing
<input type="checkbox"/> 2 x 4 @ 16" o.c.	<input type="checkbox"/> Pre-manufactured Engineered Truss
<input type="checkbox"/> 2 x 4 @ 24" o.c.	<input type="checkbox"/> Any other roof required construction drawings (e.g. stick frame, I-joint, 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



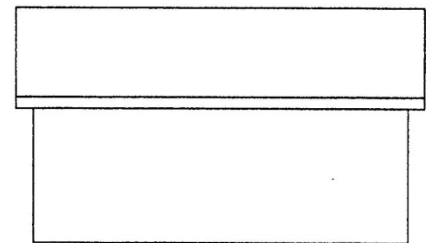
STANDARD ELEVATIONS

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

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

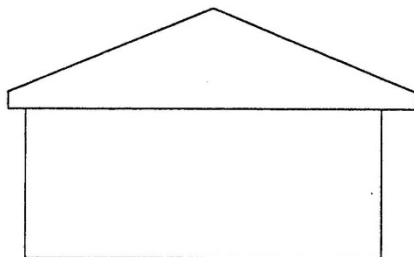


Elevation

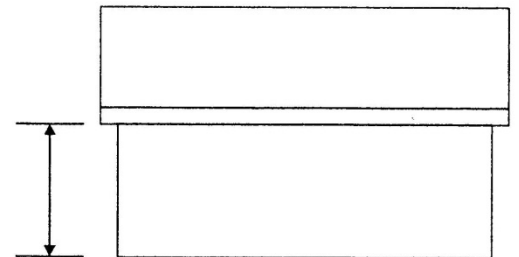


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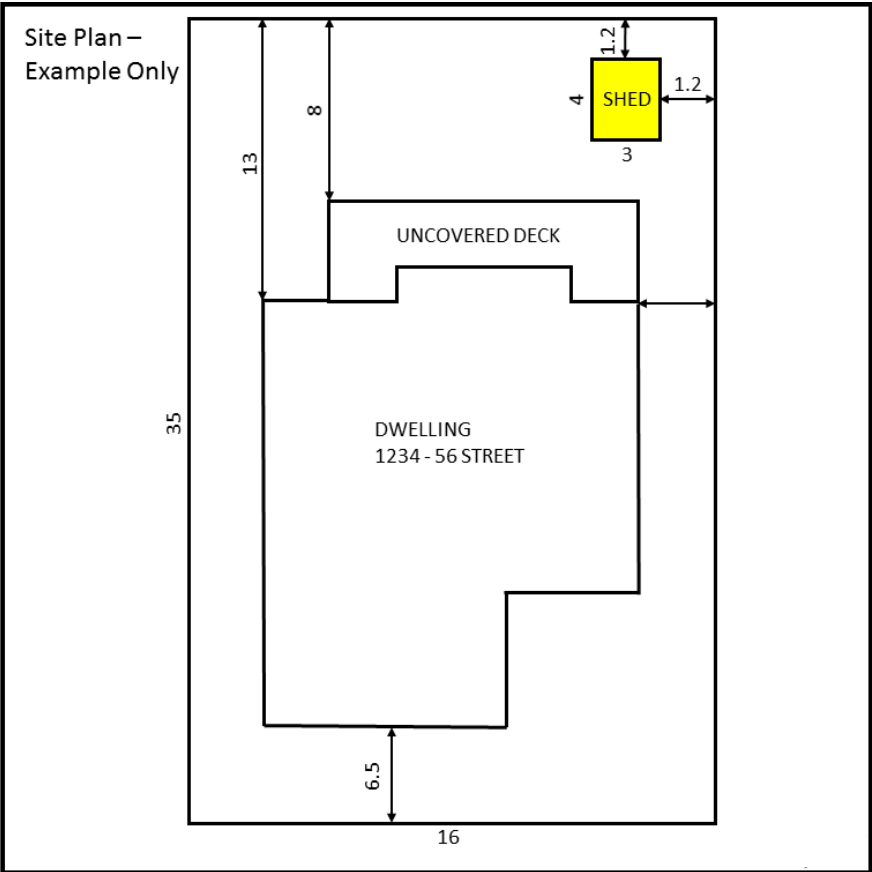
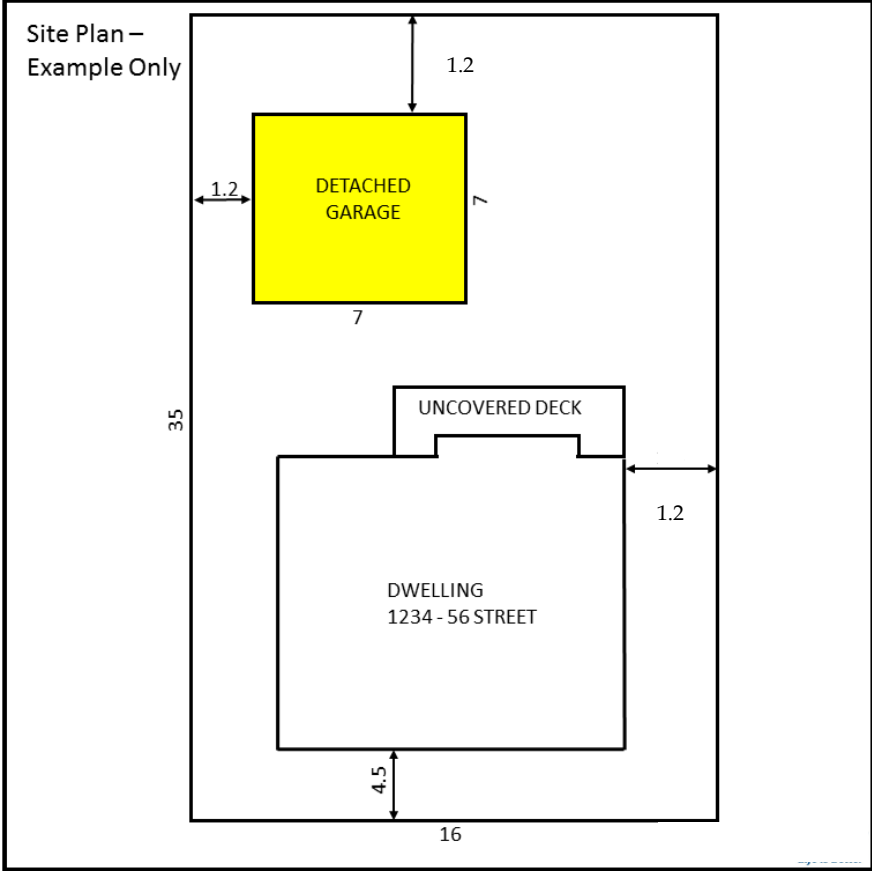
Show roof slope



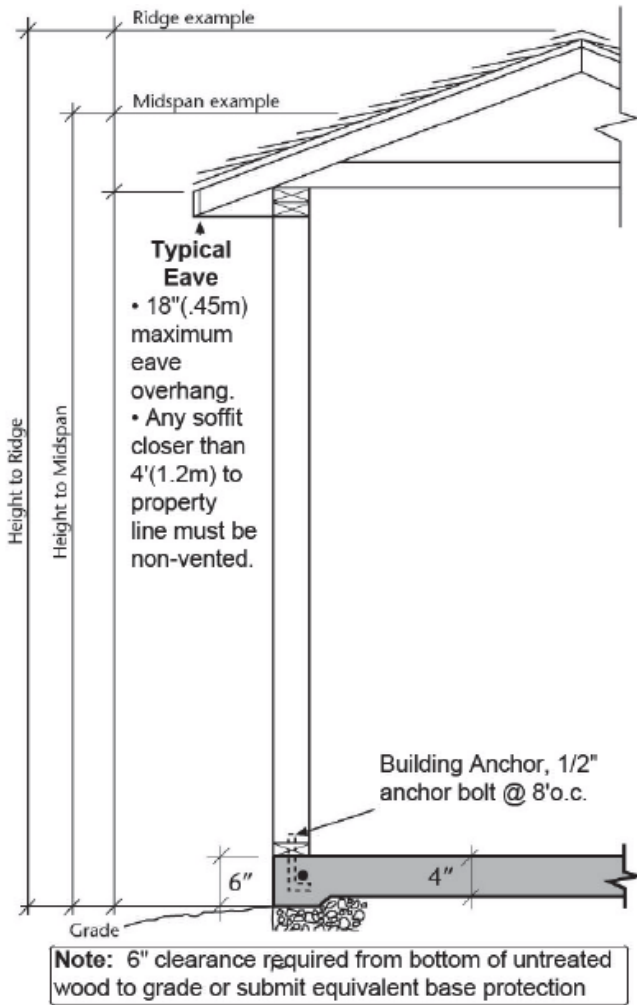
Elevation



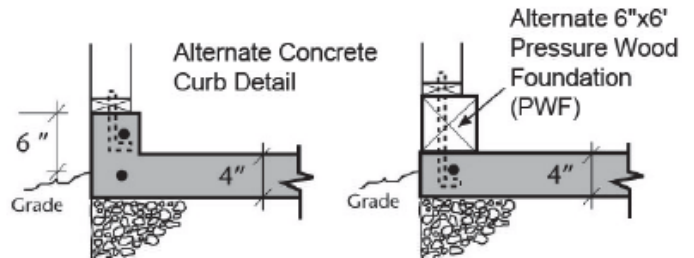
Elevation



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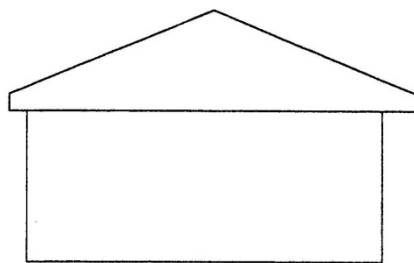
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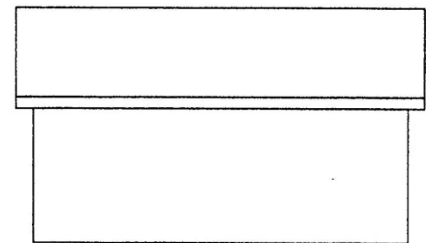
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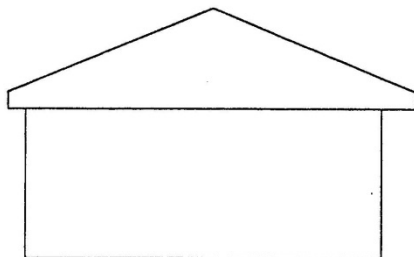


Elevation

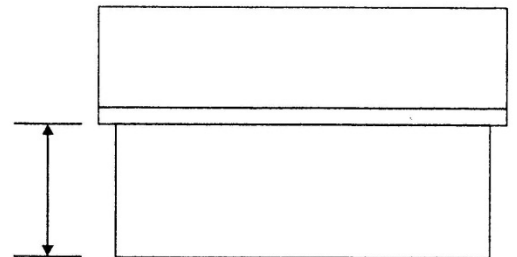


Elevation

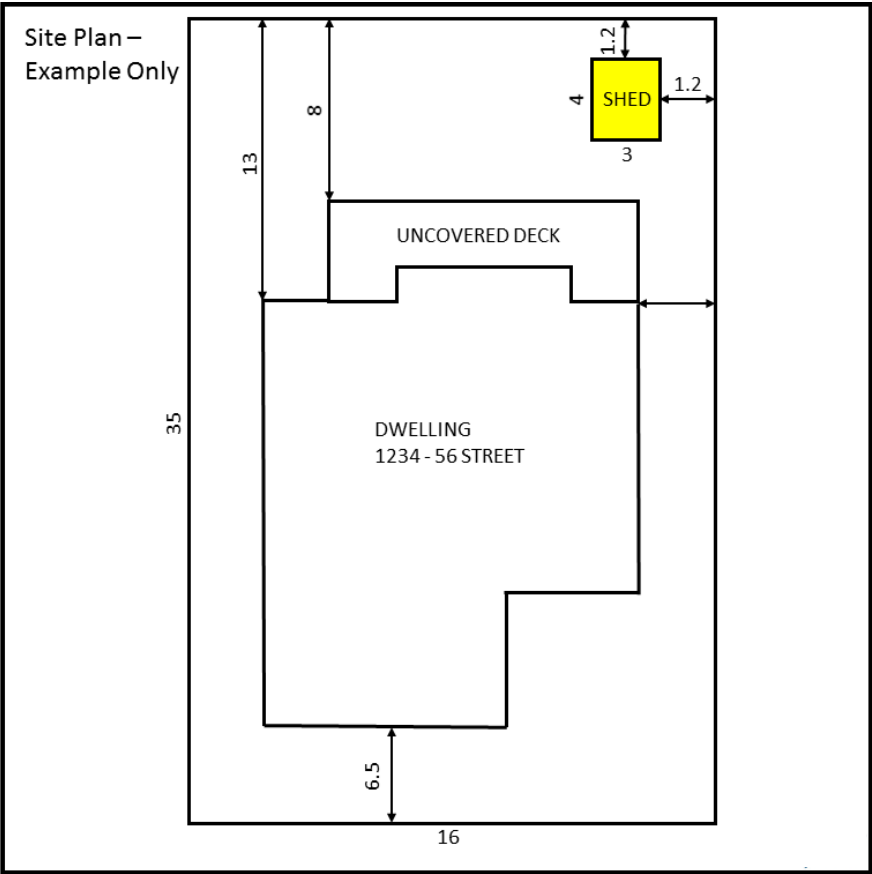
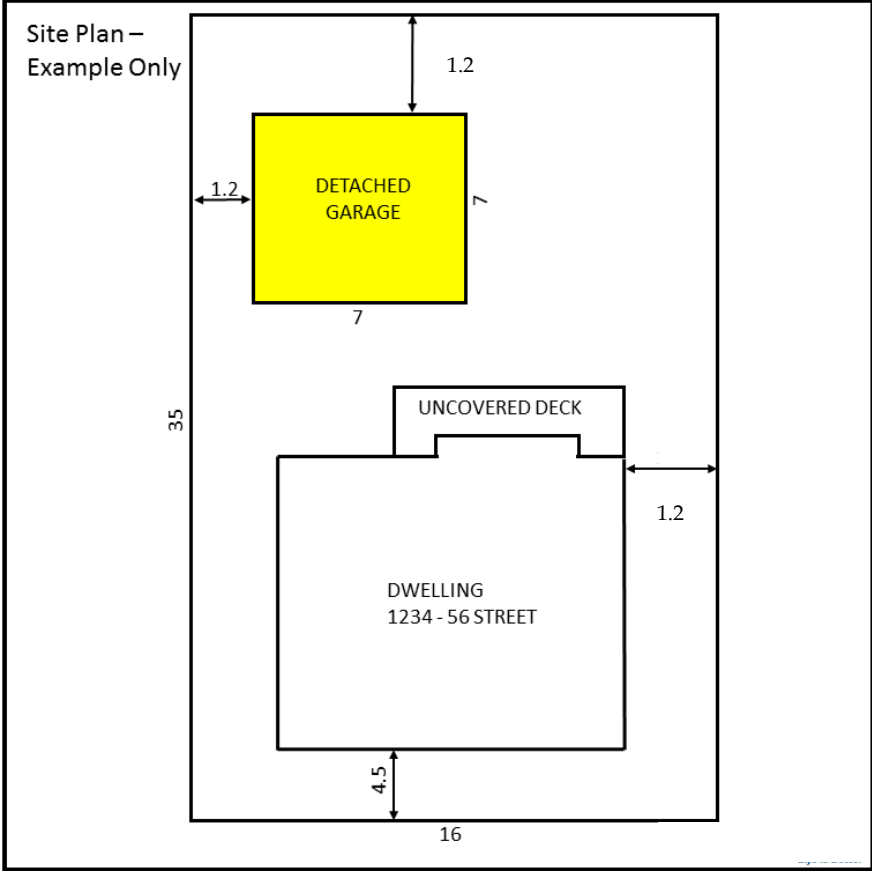
Show roof slope



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.

This pamphlet is published as a public information services. It has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect.