

A building permit is required for any renovations, additions or structural changes to a building or commercial space. Building permits are also required if cooking equipment is being replaced or moved. For further clarification about your specific permit needs with your commercial project, contact [buildinginspection@beaumont.ab.ca](mailto:buildinginspection@beaumont.ab.ca).

All forms and supporting documents (listed below) must be submitted at time of application.

- Commercial Building Permit Application Form (Attached)
- Consent Form (Attached) (to be Signed by Owner of Commercial Building)

### Building Permit Requirements

- Provide a Drawing (3 sets) (11" x 17")
  - Proposed and existing rooms
  - Indicate the room use
  - Indicate details of any structural changes, renovations, etc
  - Indicate locations, sizes of doors

**Please note:** Additional requirements for application may be deemed necessary by the Building Safety Codes Officer and may include:

- A&B Schedules of Professional Involvement
- Fire Alarm Designs
- Sprinkler Designs
- Electrical, Plumbing, Mechanical drawings
- Commercial Cooking Appliance Layout
- Commercial Cooking exhaust system designs
- Energy Modelling
- Structural Engineering

### Contractor's License Application

### Fees (See Fee Schedule)

MUST BE PAID AT TIME OF APPLICATION (cheques payable to City of Beaumont)

- Please note we cannot accept credit card payments at this time
- Commercial Building Permits for Tenant Improvements are calculated as follows:
  - o \$6.50 / \$1,000.00 (construction value to \$1,000,000.00) then \$5.30 / \$1,000.00 balance over \$1,000,000.00, with a minimum building fee of \$159.00
  - o Plus a Safety Codes (SCC) Fee of 4% of the permit cost
  - o Ex. \$100,000 project = \$6.50 / 100,000 = \$650.00 + \$26.00 SCC fee = \$676.00

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If you have further questions regarding commercial development permits, please contact us at:  
[buildinginspection@beaumont.ab.ca](mailto:buildinginspection@beaumont.ab.ca) | 780-929-8782

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:**

Development, 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**

Building Permit for  New Building OR  Tenant improvements

Use of Occupancy  Commercial  Industrial  Institutional  Multi-Family

**Description of Work:**

\_\_\_\_\_

\_\_\_\_\_

Construction Value*: <i>(Approximate cost of material &amp; labour)</i>	Estimated Occupancy Date:	Square Footage ( m <sup>2</sup> ):
\$ _____	_____	_____

\_\_\_\_\_

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

\* Construction Value required for building permits  
\*\* NOTE: Construction must start within 90 days of issuance and this permit is valid for one (1) year from date of issuance

**OFFICE USE ONLY**

Permit Number: \_\_\_\_\_

Development Permit Number: \_\_\_\_\_

Business License Number: \_\_\_\_\_

Contractors Business Number: \_\_\_\_\_

Mail  Pick-up

Authorization or ID Received

Subdivision: \_\_\_\_\_

Land Use District: \_\_\_\_\_

Tax Roll: \_\_\_\_\_

Fees	Receipt #:
Building Permit: _____	_____
Safety Code Council: _____	_____
Electrical Permit: _____	_____
Safety Code Council: _____	_____
Plumbing Permit: _____	_____
Safety Code Council: _____	_____
Gas Permit: _____	_____
Safety Code Council: _____	_____
Street Cleaning: _____	_____
Construction Water: _____	_____
Water Testing: _____	_____
*Sidewalk Inspection: _____	_____
*GST: _____	_____
Other: _____	_____
<b>Total Fees:</b> _____	

Building Permit: \_\_\_\_\_

Safety Code Council: \_\_\_\_\_

Electrical Permit: \_\_\_\_\_

Safety Code Council: \_\_\_\_\_

Plumbing Permit: \_\_\_\_\_

Safety Code Council: \_\_\_\_\_

Gas Permit: \_\_\_\_\_

Safety Code Council: \_\_\_\_\_

Street Cleaning: \_\_\_\_\_

Construction Water: \_\_\_\_\_

Water Testing: \_\_\_\_\_

\*Sidewalk Inspection: \_\_\_\_\_

\*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 agree
- 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**

**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: \_\_\_\_\_

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### 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.**

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### 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.