

## CHECKLIST

### RESIDENTIAL BUILDING PERMIT APPLICATIONS

PART NINE OF THE ALBERTA BUILDING CODE COVERS HOUSING AND SMALL BUILDINGS

TO STAY WITHIN PART NINE AND AVOID ANY ENGINEERING REQUIREMENTS A BUILDING MUST BE UNDER 6458 SQ. FT.; BE CONSTRUCTED OF WOOD WITH DIMENSIONAL LUMBER AND HAVE ONE OF THE FOLLOWING FOUNDATIONS:

- (1) A concrete slab 592 sq. ft. (55 sq. m.) or less (wood mud sills also)
- (2) A poured concrete or concrete block foundation wall on a strip footing with a minimum depth of 4'(1.2 m.)
- (3) A preserved wood foundation
- (4) A pier foundation (wood blocking is allowed here for mobile homes)

EXAMPLES OF FOUNDATIONS REQUIRING ENGINEERING:

- (a) pile foundations (any type)
- (b) pile and grade beam foundations
- (c) slab or wood mud sill foundations over 592 sq. ft.

PERMITS ARE NOT REQUIRED FOR:

BUILDINGS UNDER 10 SQ.M. (100 SQ. FT.)  
INSTALLING SIDING OR SHINGLES  
REPLACING WINDOWS SAME SIZE OR SMALLER

### APPLICATION REQUIREMENTS:

#### HOTTUBS/SWIMMING POOLS

SITE PLAN WITH DIMENSIONS OF TUB/POOL

#### DECKS

SITE PLAN  
PLAN VIEW  
CROSS SECTION VIEW  
OR EXAMPLE PLAN WITH DIMENSIONS FILLED IN

**WOODSTOVES** (INCLUDES FIREPLACES, PELLET AND COAL STOVES)

FLOOR PLAN  
MANUFACTURERS INSTALLATION INSTRUCTIONS  
REFERENCES TO CERTIFICATION LISTING

**BASEMENT DEVELOPMENTS AND MINOR RENOVATIONS**

FLOOR PLAN SHOWING LAYOUT OF NEW WALLS,  
BATHROOMS, BEDROOMS, WINDOWS, AND DOORS

**GARAGES/ SHEDS/ STORAGE BUILDINGS**

SITE PLAN  
PLAN VIEW  
4 ELEVATION VIEWS  
BUILDING CROSS SECTION  
ROOF TRUSS INFORMATION

**FOUNDATION REQUIREMENTS:**  
FROST WALL FOUNDATION OR 55 SQ. M. (596 SQ. FT.)  
CONCRETE SLAB ARE ACCEPTABLE  
ANY OTHER FOUNDATION WILL REQUIRE A STRUCTURAL  
ENGINEERED STAMPED PLAN

**WALL REQUIREMENTS:**  
WALLS UP TO 12 FEET IN HEIGHT ARE ACCEPTABLE.  
WALLS OVER 12 FEET WILL REQUIRE AN ENGINEERED  
STAMPED PLAN

**MANUFACTURED HOMES**

**MOBILE HOMES:**  
SITE PLAN  
FLOOR PLAN  
FOUNDATION PLAN  
CSA #  
ALBERTA LABOUR #  
SERIAL #  
PROOF OF DEFORMATION RESISTANT BUILDING

**MANUFACTURED HOMES(CONT'D)**

**MODULAR HOMES:**

SITE PLAN  
FLOOR PLAN  
FOUNDATION PLAN  
ELEVATION VIEWS  
CSA #  
ALBERTA LABOUR #  
SERIAL #

**ONE ROOM ADDITIONS AND MANUFACTURED SUNROOMS**

SITE PLAN  
FLOOR PLAN  
FOUNDATION PLAN  
CROSS SECTION VIEW  
IF MANUFACTURED SUNROOM SUPPLIER'S FULL PRODUCT  
INFORMATION IS REQUIRED

**SINGLE FAMILY DWELLINGS AND ADDITIONS**

SITE PLAN  
FLOOR PLAN(S)  
FOUNDATION PLAN  
ELEVATION VIEWS  
ROOF TRUSS LAYOUTS  
MANUFACTURED FLOOR JOIST LAYOUTS  
ENGINEERED STAMPED DRAWING FOR ATTACHED GARAGE  
FOUNDATION IF IT IS PILE AND GRADE BEAM