



Village of Donalda
PO Box 160
5001 Main Street
Donalda, AB T0B 1H0

Development Permit Application - Village of Donalda

I hereby apply, under the provisions of the Land Use By-Law, for a Development Permit in accordance with the plans and supporting documents submitted herewith and which form a part of this application.

Application No.: _____

Application Date: _____

Other Permits Required:

Building Electrical Plumbing Gas Private Sewage N/A

New Home Warranty No. (if applicable): _____

Builder License ID No. (if applicable): _____

Estimated Start Date: _____

Estimated Completion Date: _____

Permit Applicant: Owner Contractor

Value of Work (labour & materials): \$ _____

Owner Name (please print): _____

Mailing Address: _____ City/Town/Village: _____ Province: _____ Postal Code: _____

Email: _____ Phone: _____ Fax: _____

Contracting Company Name (please print): _____ Contact Name: _____

Mailing Address: _____ City/Town/Village: _____ Province: _____ Postal Code: _____

Email: _____ Phone: _____ Fax: _____

Project Location: Village of Donalda Postal Code: T0B 1H0 Land Use District: _____

Civic Address (physical location): _____ Unit: _____ Tax Roll No.: _____

Lot: _____ Block: _____ Plan: _____ Existing Use: _____

Description of Work (please provide a complete and detailed description of the work to be completed including all applicable drawings/documents):

Work has not started Work is in progress Work is Complete

Type of Occupancy	Type of Work	Building Area	
<input type="checkbox"/> Single Family <input type="checkbox"/> Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Relocatable Industrial <input type="checkbox"/> Other: _____	<input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Relocation/Ready to Move <input type="checkbox"/> Change of Occupancy/Use <input type="checkbox"/> Temporary Structure Removal Date: _____ <input type="checkbox"/> Secondary Suite <input type="checkbox"/> Attached Garage <input type="checkbox"/> Detached Garage	<input type="checkbox"/> Demolition <input type="checkbox"/> Shop <input type="checkbox"/> Manufactured/Mobile Home CSA No.: _____ Year: _____ AMA No.: _____ <input type="checkbox"/> Solid Fuel/Pellet Stove/Fireplace <input type="checkbox"/> Swimming Pool/Hot Tub <input type="checkbox"/> Deck <input type="checkbox"/> Other: _____	<input type="checkbox"/> Sq Ft <input type="checkbox"/> Sq M Ground Floor Area: 2nd Floor Area: Basement Floor Area: Developed: <input type="checkbox"/> Yes <input type="checkbox"/> No Garage: Deck: Other: Total Developed Area: Undeveloped Area: No. of Storeys:

FOIP Notification: Personal Information collected on this form is collected under the authority of section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act. It is used for processing permit applications, issuing permits, safety codes compliance monitoring, verification, and program evaluation. The name of this permit holder and nature of the permit may be included on reports made available to the public as required or allowed by legislation. Questions about this collection may be directed to ASCA Coordinators at 1-888-413-0099.

I hereby give my consent to allow all authorized persons the right to enter the above land and/or buildings with respect to this application only.

Permit Applicant's Name (please print): _____ Permit Applicant Signature: _____

OFFICE USE ONLY	
Permit Fee: \$ _____ SCC Levy: \$ _____ Total Cost: \$ _____ Receipt No.: _____ <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Debit <input type="checkbox"/> Online Payment <input type="checkbox"/> Invoiced	Issuer's Name (please print) _____ Issuer's Signature: _____ Permit Issue Date: _____

Use this page to show plans for development.
(Use additional pages if necessary)

Safety Code Permits Required				
Type of Work	Building	Electrical	Plumbing	Gas
Basement development	X	X	***	***
Building a new house	X	X	X	X
Decks over 2ft from grade	X			
Covered decks	X			
Adding a shed over 1000 square feet	X			
Additions	X	X	***	***
Interior renovations/alterations	***	***	***	***
Secondary suite	X	X	X	X
Installing a gas fireplace				X
Installing a wood burning stove	X			
Installing a hot tub, pond, or pool	X	X		
Rooftop solar panels	X	X		
Window replacement	***			
Building a garage/accessory building	X	X	***	***
Occupying a building (change of use)	***			
Locating a new manufactured home or move-on	X	X	X	X
Demolishing a building	X			

*** Permit may be required, contact the inspection agency for details.

Alberta Permit Requirements

Building Permit: required for all building and demolition projects, renovations and installations may also require a building permit. Please note a Development Permit from the Village of Donalda is not the same as a Building Permit. Contact an inspection agency for more information.

Electrical Permit: required to install, alter, or add to an electrical system. A permit is not needed for the replacement of electrical equipment with units of a similar type if the replacement is made for the purpose of maintaining the system and does not modify the ratings or characteristics of the electrical installation.

Gas Permit: required to install, alter, or add to a gas system. A gas permit is not needed for the replacement of a dryer, range, water heater, or space heating appliance, if it is located in a single-family residential dwelling and no design change is required.

Plumbing Permit: required to install, alter, or add to a plumbing system. A plumbing permit is not needed to change a fixture, water heater, faucet, trap, or valve if a design change to the piping system is not required OR to install plumbing fixtures in a single-family residential dwelling if roughed-in piping has been completed under another permit.

Other permit exemptions apply; see *Alberta Regulations 204/2007*

Agencies Authorized by Alberta Municipal Affairs to Issue Permits and Provide Compliance Monitoring in Non-Accredited Municipalities						
Agency Name	Phone	Fax	Building Permits	Electrical Permits	Gas Permits	Plumbing Permits
Canadian Safety Consulting	1-780-897-1998 1-877-780-7233	1-780-539-7185 1-888-780-7232	Yes	No	No	No
D.R. Inspections and Permits Ltd.	1-403-391-6962	1-403-342-0002	Yes	No	No	No
Davis Inspection Services Ltd.	1-403-275-3338 1-800-639-0912	1-403-275-9790	Yes	Yes	Yes	Yes
Dransfield Inspection Serv. Ltd.	1-403-342-2244	1-403-342-2244	Yes	No	No	No
IJD Inspections Ltd.	1-403-346-6533 1-877-617-8776	1-403-347-2533	Yes	Yes	Yes	Yes
Superior Safety Codes Inc.	1-888-358-5545	1-866-358-5085	Yes	Yes	Yes	Yes
The Inspections Group Inc.	1-780-4545-5048 1-866-554-5048	1-780-454-5222 1-866-454-5222	Yes	Yes	Yes	Yes

Building Permit Application Checklist for Residential Projects

Please Note: Failure to submit required documents will impede the permit process.

Single Family Dwellings and Additions

- New Home Warranty Certificate (large additions may require NHW)
- National Energy Code – Performance Compliance Calculation Report (9.36 Project Summary)
- Copy of Development Permit
- Site Plan
- Floor plan(s)
- Foundational requirements:
 - A full basement or frost wall foundation is acceptable
 - Pile and grade beam or any other foundation will/may require a structural engineered stamped plan
- Elevation views
- Roof truss layouts
- Manufactured floor joist layouts
- Engineered stamped drawings for attached garage foundation if it is pile and grade beam

One Room Additions and Sunrooms

- Site plan
- Floor plan
- Foundation plan
- Elevation views
- Cross Section View
- If it is a manufactured sunroom, supplier's full product information is required

Garages/Shops/Storage Buildings

- Site plan
- 4 elevation views (north, south, east, and west)
- Building cross section or completed *Accessory Building* form
- Roof truss information (optional could be submitted later)
- Foundation requirements:
 - Frost wall foundation or 596 square feet 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

Decks

- Site plan
- Plan View
- Cross section view including all dimensions or completed *Deck Form*

Woodstoves (includes Fireplaces, Pellet, and Coal Stoves)

- Floor plan indicating room dimensions and clearances of stove
- Manufacturer's installation instructions.
- References to certification listing

Basement Developments and Minor Renovations

- Floor plan showing layout of new walls, bathrooms, bedrooms, windows, and doors.

Manufactured Homes (Mobiles)

- Site plan
- Foundation requirements:
 - Wood blocking is acceptable (must be pressure-treated wood with 6" of grade)
 - Any other foundation may/will require a structural engineered stamped plan
- Floor plan
- 4 elevation views (north, south, east, and west)
- C.S.A. number
- Alberta Municipal Affairs number
- Serial Number
- Proof of deformation resistant building (built on steel frame)

Modular Homes, RTM, or Relocated Building

- Site plan
- Floor plan
- Foundational requirements:
 - A full basement or frost wall foundation is acceptable
 - Any other foundation may/will require a structural engineered stamped plan
- 4 elevation views (north, south, east, and west)
- C.S.A number
- Alberta Municipal Affairs number
- Serial Number

Secondary Suite

- Mechanical plan - including separate heat system and ductwork installations
- Floor plan
 - Separate egress/exit facility from primary residence
 - Window sizes of bedrooms
 - Kitchen range ventilation to the exterior
 - Drywall separation between secondary and primary suites

Duplex, Row-Housing - up to 4 units per building

- Site plan
- Foundational plan
- Floor plan
 - Any decks or front porch construction details
 - Window sizes
 - Location of smoke/carbon monoxide alarms
- 4 elevation views (north, south, east, and west)
- Firewall/party wall construction details
- Presence of any secondary suites (see secondary suites notes above)
- Roof truss layouts
- Manufactured floor joist layouts
- Engineered stamped drawing for attached garage foundation if it is pile and grade beam

Demolition

- Site plan
- Completed *Asbestos Disclosure* form