



## New Single Family House Permit Application

Office Use Only

City File # \_\_\_\_\_

### SECTION 1 – PERMIT INFORMATION

**Project Address:** (Provide at least one of the following) – Please note: it can not be an intersection

PROJECT ADDRESS (MUNICIPAL): \_\_\_\_\_

LEGAL DESCRIPTION \_\_\_\_\_ PLAN: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_

**Has a house existed on this lot previously?** Yes ☐ No ☐

### Applicant Information:

City Customer ID #: (if known) \_\_\_\_\_

APPLICANT / CONTACT: \_\_\_\_\_

#### As the applicant I affirm:

- ☐ I am the registered owner of the above noted property
- ☐ I have entered into a binding agreement to purchase the above noted property with the registered owner(s).
- ☐ I have permission of the registered owner(s) of the above-noted property to apply for this Development Permit and Building Permit.
- ☐ All drawings, documents, details, specifications and supporting information contained in this application, including any Energy Performance Compliance requirements of ABC2014:B:9.36 or NECB2011 pertain to the project that is the subject of this application.

BUSINESS NAME (IF APPLICABLE): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ INSPECTION RESULTS TO BE SENT TO THIS EMAIL? YES ☐ NO ☐

EMAIL-CONTACT FOR FEES: \_\_\_\_\_

PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_ CELL #: \_\_\_\_\_

**Signature :** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Description of Work: (in addition to the basic house -check applicable proposed construction)

- ☐ Attached garage ☐ Attached carport ☐ Covered deck ☐ Uncovered deck ☐ Veranda ☐ Fireplace ☐ Balcony
- ☐ Basement development ☐ Secondary suite development ☐ Exterior hot tub ☐ Solar Thermal system
- ☐ Solar Photovoltaic system ☐ Geoechange system ☐ Demolition
- ☐ Other: \_\_\_\_\_

\*\*\*\* Please go to Page 2 to complete "SECTIONS 2 & 3" (Building Permit Information) \*\*\*\*

### For Office Use Only:

Permit Required? Yes ☐ No ☐

Sanitary Sewer Trunk Charge Required? Yes ☐ \$ \_\_\_\_\_ No ☐ Lot Grading Required? Yes ☐ No ☐

Zoning: \_\_\_\_\_ Overlay: \_\_\_\_\_ Development Fees to be charged: \$ \_\_\_\_\_

This Project is: Discretionary Use ☐ Permitted Use ☐ Demolition ☐

Development Permit Description: \_\_\_\_\_

Reviewed By: (Print Name) \_\_\_\_\_ Date: \_\_\_\_\_



Office Use Only

City File # \_\_\_\_\_

## SECTION 2 – BUILDING PERMIT INFORMATION

1) What is the Square Footage for the new House? (not including basement levels and garage space) \_\_\_\_\_ (sq ft)

### 2) Subcontractor listing

Subcontractors	City Customer ID #	Business Name & Address
Building (if different from applicant)		
Heating & Ventilation		
Plumbing & Gas		
Sewer		
Electrical – Wiring		
Electrical – Underground		
Temporary Gas Heat		

3) All permits for new dwellings are required by the New Home Buyer Protection Act to have a compliant warranty or proof of exemption prior to permit issuance.

Warranty confirmation number: \_\_\_\_\_ OR, Exemption? Yes \_\_\_\_\_ Copy Attached \_\_\_\_\_

If pending, sign to confirm warranty (or exemption) information will be provided prior to permit issuance:

## SECTION 3 – DEVELOPMENT/BUILDING PERMIT SUBMISSION REQUIREMENTS: See page 3 for additional information

One (1) complete set of drawings that include the following: (Minimum scale: metric 1:100 / imperial 1/8")

CHECK OFF APPLICABLE INFORMATION SUBMITTED WITH THIS APPLICATION

**\*\*Incomplete submissions can not be processed\*\***

- ☐ Plot plan or site plan with grade elevations (at the four corners of site) and main floor geodetic elevation
- ☐ Lot Grading Plan (Required for Mature and Established Neighbourhoods)
- ☐ Block face plan (for properties within the Mature Neighbourhood Overlay)
- ☐ Signed Construction Site Management Acknowledgement Form (Required for Mature and Established Neighbourhoods)
- ☐ Floor and elevation plans (include a basement floor plan if also applying for a basement development)
- ☐ Cross sections and specifications details
- ☐ Foundation plans/beams / columns/column loading / pad details / type of concrete to be used
- ☐ Engineered grade beam and/or pile foundation details for attached garage, veranda, covered deck, etc.
- ☐ Foundation lateral support details (include site-specific engineered foundation / window / stairwell bracing or reinforcing details)
- ☐ Engineered roof truss layout and supplier letter, or stick built roof layout (include bearing details & load transfer points)
- ☐ Engineered floor joist/truss and engineered beam layout and supplier letter(s)
- ☐ Structural details not covered under ABC 2014 – Division B – Part 9 (engineer stamped drawings / details)
- ☐ If structure is larger than 47 sq. meters – the “Abandoned Wells Confirmation Form – Proposed Development” form and a printout of the map that was used to confirm the absence/presence of abandoned wells must be submitted.

Personal Information required by City of Edmonton application forms is collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your permit may be included on reports that are available to the public as required or allowed by legislation. If you have any questions, please contact a Service Advisor at the Edmonton Service Centre at 780-442-5054.



## **PLAN SUBMISSION REQUIREMENT DETAILS**

To **minimize delays in processing your application**, the application form must be completed and accompanied by the required plans/information for your project. Additional information may be required as considered necessary, to demonstrate compliance with applicable Edmonton Bylaws and Alberta Building Code, to enable the permit to be issued.

**Incomplete submissions can not be processed. NOTE: Faxed and E-mailed applications will not be accepted.**

### **Site Plan or Plot Plan – including the following:**

- ☐ North arrow, scale and date of preparation
- ☐ Municipal address and legal description
- ☐ Dimensions of the site (property lines)
- ☐ Dimensions and location of all proposed and existing structures including air conditioners, cantilevers and overhangs and distances to property lines
- ☐ Dimensions/location of existing and proposed accesses to the site
- ☐ Geodetic elevations of site, including finished grades, bottom of footings, top of foundation wall, finished main floor
- ☐ Geodetic elevation taken alongside property lines a distance equal to the minimum front setback (walkout basements)
- ☐ Off-site detail – from the property line to the road or lane/alley (within the boulevard) such as trees, curb cuts, street furniture which includes lights, fire hydrants, signs, mailboxes, utilities above ground.
- ☐ Identification of the required landscaping, preserved landscaping and proposed ground cover (see Landscaping brochure - [www.edmonton.ca/treeplantingrequirements](http://www.edmonton.ca/treeplantingrequirements))

### **Lot Grading Plan: (required for Mature and Established Neighbourhood)**

Includes above requirements for Site Plan or Plot Plan plus below:

- ☐ Internal or common property drainage swales including design high points, intermediate grade points and the location, height and extent of retaining structures
- ☐ Surface slopes of drainage swales with flow direction arrows
- ☐ Elevation of City right-of-way at the discharge ends of the swales
- ☐ Property boundary elevations include proposed and existing elevations, and existing elevations at lot corners
- ☐ Lot drainage pattern indicating whether split drainage or through drainage
- ☐ Rear internal swale (if required)
- ☐ Roof drainage provisions roof drain connection or surface discharge of downspouts
- ☐ Foundation drainage connection or surface discharge details
- ☐ Easements, Rights-of-way and/or restrictive covenants related to drainage provisions and development restrictions

### **Mature Neighbourhood Overlay (Section 814) Requirements (1 set):**

- ☐ Block Face Plan
- ☐ Window and amenity area locations of abutting properties are required if the proposed structure is two or more storeys and the Interior Side Setback is less than 2 m. This information can be provided on the Site Plan, Elevation Drawing, a separate diagram, Aerial Photo, photograph or any combination of these.

### **Floor Plans to show the following:** (minimum scale- metric 1:100 imperial 1/8")

- ☐ Dimensions of proposed structure
- ☐ All levels and square footage of each level
- ☐ Dimensions and layout, location of walls; doors; and windows (include sizes) and use of all rooms/areas

### **Building Elevations and Sections to show the following:**

- ☐ All sides of the house
- ☐ Building height
- ☐ Finished ground level
- ☐ Exterior finishing materials
- ☐ Materials and assemblies of materials forming floors, walls, roofs, decks etc.

### **Sections and Details: (provide on separate sheets, preferred maximum 11"x17")**

- ☐ Provide fully-labeled sections of all assemblies forming floors, walls, roofs, decks, etc. Show Effective Thermal Resistance (ETR) calculations, in Metric RSI (*plus Imperial R, if desired for trades*) for proposed opaque assemblies for above ground AND below grade/in-ground-contact. Show the source of assembly or component thermal resistance values (eg: ABC2014:DivB:A-9.36.2.;



[www.cwc.ca/resources/wall-thermal-design/](http://www.cwc.ca/resources/wall-thermal-design/) ASHRAE Handbook; etc. If desired, use the conversion factor: RSI x 5.678 =

Imperial R value

- ☐ Include **ALL** assemblies detailing 9.36 thermal insulation details, as well as air barrier construction as required according to the option chosen in 9.36.2.9.(1), which indicates that air leakage shall be controlled by establishing a continuous air barrier system in accordance with 9.25.3. and 9.36.2.9.(2)-(6), --AND--
- a) in accordance with 9.36.2.10 details —thus satisfying prescriptive air barrier requirements --OR--
- b) with installation of CAN/ULC-S742 approved Type A4 air barrier system(s) (provide details for all assemblies) --OR--
- c) results in an air leakage rate--demonstrated by blower door test before final inspection--to not exceed  $0.20L/(s \cdot m^2)$  when tested to ASTM E2357.
- ☐ Any other details as required.

**Manufactured structural component information required to be submitted (see Standata 06-BCI-015):**

- ☐ *Supplier letters* for roof trusses, floor joists, and/or structural beams & columns
- ☐ *Layouts* for:
  - a) Roof
  - b) Floor joists of simple or continuous spans

Note: Where continuous spans are incorporated into the design, the layout schematic should also show all joist and/or beam reactions and all construction details that are covered in the manufacturer's product guide

- ☐ *Manufacturer's design drawings* for all manufactured structural components not covered by (a) or (b) above
- ☐ *Beam calculations* for loads transferred to the beam other than through uniform loading covered by ABC 2014-Division B-Part 9.
- ☐ Design of *engineered columns* where loads exceed 8000 lbs, including pad footing details

**Aspects of building that may require professional or engineer involvement:** (stamped design/engineer letter etc)

- |  |   |
|--|---|
| <input type="checkbox"/> Foundation construction not in Code (PWF, ICF, etc.)                      | <input type="checkbox"/> Exterior walls exceeding Code height limits  |
| <input type="checkbox"/> Foundation design where geotechnical information indicates it is required | <input type="checkbox"/> Dimension lumber joists exceeding Code table limits  |
| <input type="checkbox"/> Foundation lateral bracing for wall length, height or backfill condition  | <input type="checkbox"/> Cantilevered joists not in Code  |
| <input type="checkbox"/> Grade beams & piles not per Standata 90-DR-092                            | <input type="checkbox"/> Masonry supported on wood frame  |
| <input type="checkbox"/> Structural concrete (slabs, brackets, etc)                                | <input type="checkbox"/> Concrete topping on wood floor system  |
| <input type="checkbox"/> Retaining walls connected to building or required for building integrity  | <input type="checkbox"/> Construction with uncommon housing materials (steel, precast concrete, straw bale, SIP, ICF, etc.) |
| <input type="checkbox"/> Complex roof or floor (stick framed or engineered)                        | <input type="checkbox"/> Installation of renewable energy devices (solar collectors etc)                                    |
| <input type="checkbox"/> Flush connections for built up beams                                      | <input type="checkbox"/> Exterior cladding systems not in Code  |
|  | <input type="checkbox"/> Hydronic heating systems   |
|  | <input type="checkbox"/> Spray foam products and installation   |

**Abandoned Wells Confirmation Form:** Alberta Government's Energy Resources Conservation Board (ERCB) Directive -079

- ☐ For structures over 47 sq meters --"Abandoned Wells Confirmation Form – Proposed Development" form and a printout of the map that was used to confirm the absence/presence of abandoned wells must be submitted.

**Solar Energy Systems:**

- ☐ If construction involves solar panels (Thermal or PhotoVoltaic (PV)) – Applicant must see Solar Energy Systems brochure for additional submission requirements. ([www.edmonton.ca/solarenergysystems](http://www.edmonton.ca/solarenergysystems))

**Geoexchange System:**

- ☐ If construction involves Geoexchange System – Applicant must see Geoexchange system installation application for additional submission requirements. ([www.edmonton.ca/currentplanningforms](http://www.edmonton.ca/currentplanningforms))

**Temporary Heat:**

- ☐ Temporary gas heat

**Payment of Fees :**

- ☐ Applicable fees

**Permit fees must be paid in full at the time of application.**

We accept cash, debit, cheque or credit card. If applying, other than in person, a service representative will call you to advise you of your fees. Please note that the City of Edmonton, in accordance with Payment Card Industry security standards, has taken measures to protect your payment card information. We are required to delete applications submitted with credit card information by unsecured methods such as faxed or e-mail.

Office hours are Monday to Friday, 8:00 am to 4:30 pm. The office is closed on statutory holidays

## Energy Efficiency Application Checklist for Part 9 building construction and alteration (ABC2014:B:9.36. – ZONE 7A)

SELECT a compliance path and complete questions (1)–(4) accordingly: See [GUIDE, edmonton.ca/energycodes](http://GUIDE.edmonton.ca/energycodes), for more information.

<input type="checkbox"/> <b>PRESCRIPTIVE PATH</b> Complete the four following tables listing building characteristics for your project to demonstrate compliance with the solutions prescribed in <b>9.36.2.1-10., 9.36.3. and 9.36.4.</b>	<input type="checkbox"/> <b>PRESCRIPTIVE WITH TRADE-OFF PATH</b> combines PRESCRIPTIVE PATH with TRADE-OFFs calculated per application of <b>9.36.2.11</b> to <u>windows (facing same direction) AND/OR above-ground roof/wall/floor assemblies.</u> Attach calculations to this application.	<input type="checkbox"/> <b>PERFORMANCE PATH</b> A pre-build Performance Report (“energy model”) per <b>9.36.5.</b> and <u>Summary</u> with declaration of person responsible for report must be attached to this application.  Intend to provide Blower Door Test Result? YES <input type="checkbox"/>
---	---	--

**(1)** Check applicable proposed construction; MINIMUM prescriptive effective thermal resistance “ETR” for roofs/walls/floors **Zone 7A**  
**Is a heat recovery ventilator “HRV” proposed?** YES ☐ COMPLETE THIS COLUMN **-OR-** NO HRV ☐ COMPLETE THIS COLUMN

ABOVE-GROUND ASSEMBLIES	MINIMUM “ETR” (m <sup>2</sup> K/W) (RSI)	MINIMUM “ETR” (m <sup>2</sup> K/W) (RSI)
Ceiling below attic	8.67 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	10.43 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
Cathedral ceiling -OR- flat roof	5.02 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	5.02 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
Wall, AND foundation exposure average > 600mm	2.97 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	3.08 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
Floor over unheated space	5.02 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	5.02 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
Tall wall	2.97 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	3.08 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
“ETR” reduction of 0.16 at protected area interface	N/A <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/>	N/A <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/>
<b>BELOW-GRADE or GROUND CONTACT ASSEMBLIES</b>		
Wall, AND foundation exposure average up to 600mm	2.98 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	3.46 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
Unheated floor – below frost line	0 N/A <input type="checkbox"/> equal or better <input type="checkbox"/>	0 N/A <input type="checkbox"/> equal or better <input type="checkbox"/>
Unheated floor – above frost line	1.96 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	1.96 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
Heated floor	2.84 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	2.84 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
Slab-on-ground with integral footing	2.84 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>	3.72 N/A <input type="checkbox"/> equal or better <input type="checkbox"/> less <input type="checkbox"/>
<b>HRV conforms?</b> CAN/CSA-C439, “Rating the Performance of Heat/Energy-Recovery Ventilators” sensible HR efficiency ≥60% @ 0°C & ≥55% @ -25°C	YES <input type="checkbox"/>	

If **any** proposed “ETR” value is less than the minimum value in the chosen column: attach **TRADE-OFF** calculations **-OR-** pre-build **PERFORMANCE** Report.

**(2)** Check applicable proposed construction; MAXIMUM prescriptive overall thermal transmittance “U-values” for windows/doors... **Zone 7A**

FENESTRATION & DOOR COMPONENTS	MAXIMUM “U” value (W/m <sup>2</sup> K)	MINIMUM “U” value (W/m <sup>2</sup> K)
Windows max U <sub>si</sub>	1.60 N/A <input type="checkbox"/> equal or less <input type="checkbox"/> exceeds <input type="checkbox"/>	9.36.2.7.A alternative: min ER=25
Exterior doors max U <sub>si</sub>	1.60 N/A <input type="checkbox"/> equal or less <input type="checkbox"/> exceeds <input type="checkbox"/>	9.36.2.7.A
Single exterior door exception max U <sub>si</sub>	2.60 N/A <input type="checkbox"/> equal or less <input type="checkbox"/> exceeds <input type="checkbox"/>	9.36.2.7.(5), NOTE on plans
Glass block; max area: 1.85 m <sup>2</sup> max U <sub>si</sub>	2.90 N/A <input type="checkbox"/> equal or less <input type="checkbox"/> exceeds <input type="checkbox"/>	9.36.2.7.(4), NOTE on plans
Skylights max U <sub>si</sub>	2.70 N/A <input type="checkbox"/> equal or less <input type="checkbox"/> exceeds <input type="checkbox"/>	9.36.2.6.(4), include shaft ETR/detail
Attic/access hatches min nom RSI = 2.6	YES <input type="checkbox"/> N/A <input type="checkbox"/>	9.36.2.7.(8), NOTE on plans
Garage overhead doors min nom RSI = 1.1	YES <input type="checkbox"/> N/A <input type="checkbox"/>	9.36.2.7.(7), NOTE on plans

If **any** proposed window exceeds maximum values listed, attach **TRADE-OFF** calculations **-OR-** pre-build **PERFORMANCE** Report.

**(3)** SELECT **HVAC** components/capacity/standard/ minimum performance; check if applicable, or complete section. See 9.36.3.10. for options.

COMPONENT/EQUIPMENT	HEATING/COOLING CAPACITY	STANDARD	MIN PERFORMANCE
Gas-fired forced air furnace	< 65.9kW [222,000Btu/h]	CAN/CSA-P.2	≥ AFUE 92% YES <input type="checkbox"/>
Gas-fired boiler	≤ 88kW[300kBtu/h]	CAN/CSA-P.2	≥ AFUE 90% YES <input type="checkbox"/>
Gas-fired tankless combo space/water heating	≤ 73.2kW if SWH-based ≤ 87.9kW if boiler-based	CAN/CSA-P.9	TPF = 0.65 YES <input type="checkbox"/>

**Specify PERFORMANCE PATH equipment:**

Confirm intention: <u>Discharge</u> duct has motorized damper, or gravity/spring-operated backflow damper installed --AND--	YES <input type="checkbox"/>
<u>Intake</u> duct has “fail-open” motorized damper--EXCEPT where disallowed by other regulation or where system operates continuously [9.36.3.3.]	NO <input type="checkbox"/>

**(4)** SELECT **Service Water Heating** components/input/standard/performance; check if applicable, or complete section. See 9.36.4.2. for options.

COMPONENT	INPUT	STANDARD	PERFORMANCE REQ'T
Gas-fired hot water tank	< 22kW [75,000Btu/h]	CAN/CSA-P.3	EF ≥ 0.67 - 0.0005V YES <input type="checkbox"/>
Gas-fired tankless	>73.2kW [250,000Btu/h] ≤ 73.2kW [250,000Btu/h]	CSA 4.3 etc CAN/CSA-P.7	E <sub>t</sub> ≥ 80% EF ≥ F0.8 YES <input type="checkbox"/>
Electric tank	≤ 50-270L [13-71 usg]	CAN/CSA-C191	SL ≤ 35 + 0.20V (top) SL ≤ 40 + 0.20V (bottom) YES <input type="checkbox"/>
Electric tankless	-----	-----	approaching 100% YES <input type="checkbox"/>

**Specify PERFORMANCE PATH components:**

Confirm intention: Minimum 12mm thick pipe insulation to be installed for minimum first 2m of piping from inlet and outlet of water heater.	YES <input type="checkbox"/>
All continuous-operating recirculating service water heating system piping shall be covered with minimum 12mm pipe insulation [9.36.4.4.]	NO <input type="checkbox"/>

## Abandoned Wells Confirmation Form – Proposed Development

Note: This form is to be signed by the applicant at the time of Development Permit application, and to be submitted with a printout of the map(s) that was used to confirm the absence/presence of abandoned well(s).

### If abandoned wells are **absent** within the site of proposed development:

I, \_\_\_\_\_, have reviewed information provided by the Energy Resources Conservation Board (“ERCB”) as set out in ERCB Directive 079, *Surface Development in Proximity to Abandoned Wells*, and can advise that the information shows the **absence** of any abandoned wells within the site of proposed development.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company affiliation of the signer

\_\_\_\_\_  
Date

### If an abandoned well(s) is **present** within the site of proposed development:

I, \_\_\_\_\_, have reviewed information provided by the Energy Resources Conservation Board (“ERCB”) as set out in ERCB Directive 079, *Surface Development in Proximity to Abandoned Wells*, and can advise that the licensee(s) responsible for all abandoned wells within the site of proposed development has been contacted in order to have the *Abandoned Well Locating and Testing Protocol* completed in accordance with ERCB Directive 079. To prevent damage to the well, a temporary identification marker will be placed on abandoned wells prior to construction, according to the confirmed well location(s) on site. The site of proposed development contains the following abandoned well(s):

ERCB Well License #	Licensee name	Licensed Surface Location (e.g., 04-20-052-23 W4M)	Contact personnel name	Phone number

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company affiliation of the signer

\_\_\_\_\_  
Date

Municipal Address:			
Legal Description:	Lot:	Block:	Plan:
City File #:		LDA:	

### New Requirements

Effective November 1, 2012 the Subdivision and Development Regulation (Alberta Regulation 160/2012) has changed. The changes relate to the Subdivision and Development requirements around abandoned well sites. The new provisions require some changes to our business practices. In addition to our current application submission requirements, all new Development Permit and Subdivision Applications must include the following:

### Development Permit Application

An application for a development permit for **a new building that will be larger than 47 square meters, or an addition to or an alteration of an existing building that will result in the building being larger than 47 square meters**, must include:

- Information provided by the Energy Resources Conservation Board (ERCB) identifying the location or confirming the absence of any abandoned wells within the parcel on which the building is to be constructed, or, in the case of an addition, presently exists.
- This information can be obtained by either contacting the Energy Resources Customer Care Centre at 1-855-297-8311 (toll free) or using the GeoDiscover Alberta Map at: [www.geodiscover.alberta.ca](http://www.geodiscover.alberta.ca) to confirm whether an abandoned well is located on your property.
  - If you **do not have an abandoned well site on your property**, you must fill out the “*Abandoned Wells Confirmation Form – Proposed Development*” and provide a copy of the map that was used to confirm the absence of abandoned wells on your property. This information must be included with your development application.
  - If you **do have an abandoned well on your property**, you must first meet the requirements as set out in ERCB’s Directive 079 before you can apply for a permit. Once ERCB’s Directive 079 requirements have been met, you must fill out the “*Abandoned Wells Confirmation Form – Proposed Development*” and include a copy of the map used to confirm well location(s) with your development application.

The information is not required if it was submitted to the same development authority within the last year.

The following links provide further information on the added provisions.

Information Bulletin, Alberta Municipal Affairs -

[http://www.municipalaffairs.alberta.ca/documents/msb/Information\\_Bulletin\\_05\\_12.pdf](http://www.municipalaffairs.alberta.ca/documents/msb/Information_Bulletin_05_12.pdf)

ERCB Directive-

<http://www.ercb.ca/directives/Directive079.pdf>