

City of Wetaskiwin

Fireplace & Wood Burning Unit Application Package

Note:

- Note: All new residential construction (including renovations where 75% of the home above grade is re-built) will need to meet the requirements of the New Home Buyer Protection Act. For more information visit www.municipalaffairs.alberta.ca/NHBP or contact Alberta Municipal Affairs at 1-866-421-6929
- Electrical, Gas, and Plumbing Permits are directly submitted to Superior Safety Codes. For more information, visit superiorsafetycodes.com, e-mail info@superiorsafetycodes.com, or call 403.358.5545.

Application Package Includes:

1. Building Permit Requirements
2. Fee Schedule
3. Building Permit Application
4. Construction Detail Information Sheet
5. Pre-Authorized Credit Card Form

Applications can be:

1. Digitally submitted to permits@wetaskiwin.ca
2. Dropped off at 4705 50th Avenue, Wetaskiwin
3. Mailed to 4705 50 Avenue, Wetaskiwin, Box 6210, T9A 2E9 addressed to Development Services

For more information, call 780.361.4400 or e-mail permits@wetaskiwin.ca

Building Permit Requirements
1. Building Permit Requirements
1.1. Building Permit Application Form
2. Floor Plan shall include:
2.1. North arrow
2.2. Address of the property
2.3. Total floor area of the floor undergoing renovation
2.4. Room type and size of room
2.5. Location and dimensions of walls (existing and new), windows, and door openings
2.6. Details of all structural elements (where necessary)
2.7. Manufacturer's Installation Instructions
2.8. Reference to Certification Listing
2.9. Construction Detail Information Sheet

Fee Schedule: Fireplace and Wood Burning Unit	Fees
Fireplace and Wood Burning Unit	
Building Permit	\$75.00
Safety Codes Fee	\$4.50

RESIDENTIAL BUILDING PERMIT INFORMATION & CHECKLIST REQUIREMENTS

APPLICATION REQUIREMENTS – Along with your approved development permit from the Municipality, ensure the listed supporting documentation is included with the completed building permit application, or delays may occur with regards to issuing the building permit.

NEW HOME BUYERS PROTECTION ACT – When constructing a new home, cabin, garage with living quarters or moving in a new manufactured home you must provide New Home Warranty Registration at time of application.

NATIONAL ENERGY CODE (NEC) – The NEC came into effect November 1, 2016. Ensure the attached 9.36 Compliance Report is completed and submitted with the building permit applications and documentation.

BUILDERS' LICENSE – Effective December 1, 2017, new requirements are in effect for residential builders in Alberta. All residential builders are required to have a builder licence in order to construct new homes

<p>CONSTRUCTION OF NEW HOMES & ADDITIONS</p> <ul style="list-style-type: none"> <input type="checkbox"/> site plan <input type="checkbox"/> floor plan(s) <input type="checkbox"/> foundation plan <input type="checkbox"/> elevation views <input type="checkbox"/> building cross sections <input type="checkbox"/> roof truss layouts <input type="checkbox"/> manufactured floor joist layouts (Layouts can be on site at the framing stage) <input type="checkbox"/> engineered stamped drawings for attached garage if it is pile and grade beam <input type="checkbox"/> Preserved Wood Foundations require plans designed by an Engineer, registered in the Province of Alberta. (unless designed to the CAN/CSA S406-16 (R2003)) <input type="checkbox"/> Hydronic Heating design information and designer certification 	<p>MANUFACTURED, MODULAR, MOBILE HOMES</p> <ul style="list-style-type: none"> <input type="checkbox"/> site plan <input type="checkbox"/> floor plan <input type="checkbox"/> foundation plan** <input type="checkbox"/> CSA, QAI or Intertek # <input type="checkbox"/> Serial # <input type="checkbox"/> AMA # <input type="checkbox"/> square footage <input type="checkbox"/> year of manufacture <p>ONE ROOM ADDITIONS & MANUFACTURED SUNROOMS</p> <ul style="list-style-type: none"> <input type="checkbox"/> site plan <input type="checkbox"/> floor plan <input type="checkbox"/> foundation plan** <input type="checkbox"/> cross section view <input type="checkbox"/> if manufactured sunroom, supplier's full product information is required or an engineer's approval <p>** NOTE: Pile foundations require engineering</p>
<p>STORAGE BUILDINGS / GARAGES / SHEDS</p> <ul style="list-style-type: none"> <input type="checkbox"/> site plan <input type="checkbox"/> floor plan <input type="checkbox"/> elevation views <input type="checkbox"/> building cross sections <input type="checkbox"/> roof truss and beam design information <input type="checkbox"/> Hydronic Heating design information and designer certification (if applicable) <input type="checkbox"/> pole buildings <u>require</u> engineering <p><u>Foundation Requirements:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> 4 foot frost wall and strip footing <input type="checkbox"/> concrete slab over 55 sq. meters (592 sq. ft.) must be engineered <input type="checkbox"/> engineered grade beam and pile <input type="checkbox"/> any other foundation will require a structural engineered stamped plan <p><u>Wall Requirements:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> walls up to 3.6 m in height are acceptable <input type="checkbox"/> walls over 3.6 m will require an <u>engineered</u> stamped plan <i>unless built to Standata 14-BCV-002R1.</i> 	<p>BASEMENT DEVELOPMENTS AND MINOR RENOVATIONS</p> <ul style="list-style-type: none"> <input type="checkbox"/> floor plan showing layout of new walls, bathrooms, bedrooms, windows and doors <p>HOT TUBS / SWIMMING POOLS</p> <ul style="list-style-type: none"> <input type="checkbox"/> site plan with dimensions of tub / pool <input type="checkbox"/> fence information <p>DECKS</p> <ul style="list-style-type: none"> <input type="checkbox"/> site plan <input type="checkbox"/> foundation plan** <input type="checkbox"/> floor layout <input type="checkbox"/> cross section view or example plan with dimensions filled in <p>WOOD STOVES (including fireplaces, pellet and coal stoves)</p> <ul style="list-style-type: none"> <input type="checkbox"/> floor plan <input type="checkbox"/> manufacturers installation instructions <input type="checkbox"/> references to certification listing <p>**NOTE: Pile foundations require engineering</p>

Construction checklists for additions, decks, garages, mobile homes and wood stoves are also available.

Contract Superior Safety Codes at 1.888.358.5545 if you require any information regarding building permits or drawings that are required.

SOLID FUEL BURNING APPLIANCE INFORMATION

PERMIT NO.: _____

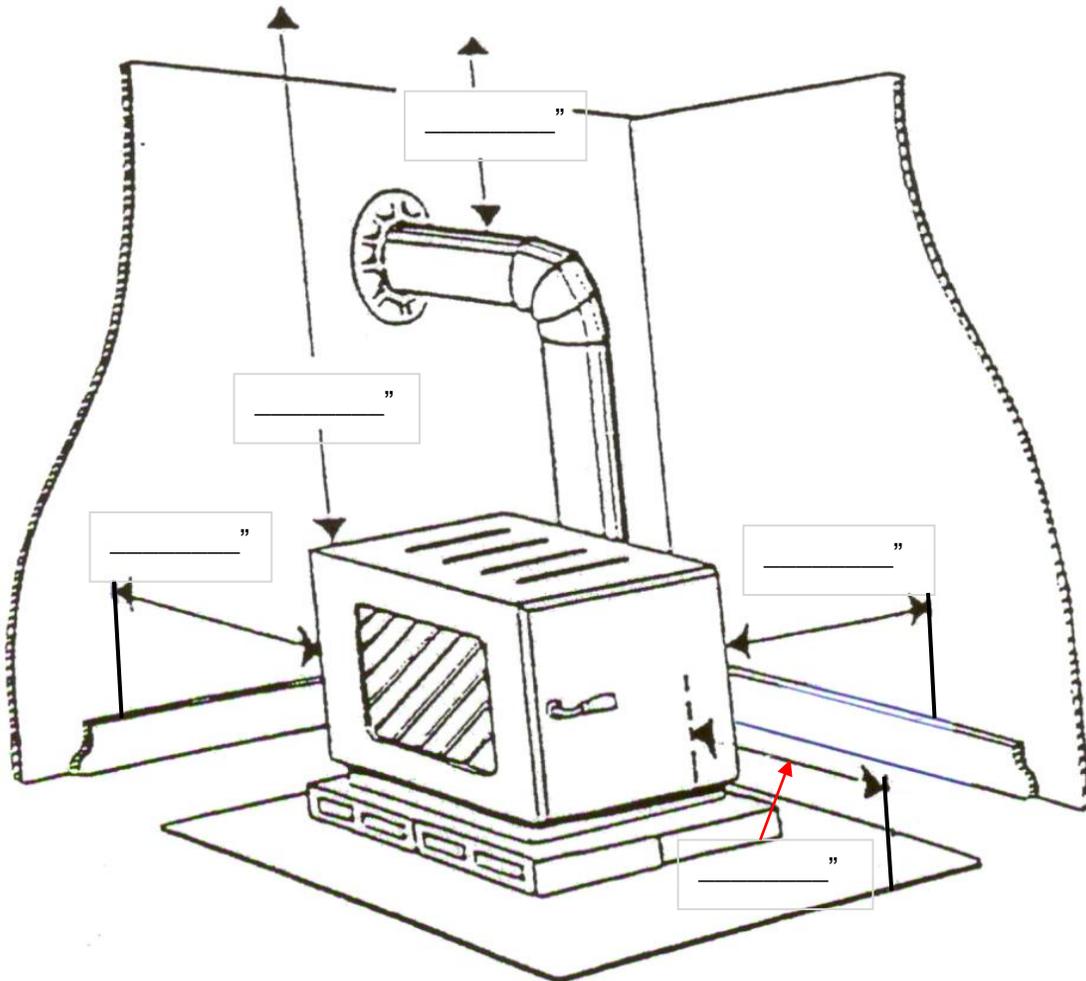
OWNER'S NAME: _____

PROJECT LOCATION: _____

Please complete and submit with the building permit application.

Is the solid fuel burning appliance ULC, Warnock Hersey or CSA approved? Yes No

Please fill in the information where indicated on the diagram below.



CREDIT CARD AUTHORIZATION FORM

Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Email: _____

Fee Amount: _____ Invoice/Account Number: _____

Memo: _____

I authorize the City of Wetaskiwin to charge the credit card indicated on this Credit Card Authorization form. This Credit Card Authorization is for service listed in the Memo, for the Fee Amount indicated above, and is valid for one time use only.

The City of Wetaskiwin will not keep Credit Card Authorization forms on file. Credit Card Authorization forms are stored for secure shredding once payment has been processed.

I, _____, certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the Fee Amount indicated in this form.

Cardholder Signature: _____ Date: _____

VISA: MasterCard:

Credit Card Number: _____ Expiry: _____

Name on Card: _____ CVV: _____