

# Developing Your Basement

## Before You Start

Before any work can begin, you must submit a Residential Development & Building Application. With this application, one set of drawings is required which includes:

- site plan
- basement floor plan showing
  - floor to ceiling height of your basement
  - location of the stairs exiting the basement
  - location of smoke and carbon monoxide detectors (must be hard wired)
  - all planned heating, ventilation, and electrical changes
  - plumbing (only if you will be moving water lines, for installation of new water lines, or if you must break concrete to access water lines)
  - door sizes
  - window sizes
- all construction materials that will be used

*All electrical and plumbing rough-ins must be inspected before they are covered or buried, and a final inspection must be done when your project is complete.*

*To schedule inspections, call 311.*

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You must own the property to be able to apply for permits to develop a basement.

### Construction Value

*Construction Value includes building components (all materials used in the construction of the building including all building services, electrical, fire alarm and detection systems, and fire protection equipment), plumbing components (fixtures, drainage system, venting systems, water systems or any part thereof), electrical components, and heating components (systems and equipment for heating, ventilating and air-conditioning).*

# DEFINITIONS



## Contact

For application forms, fees, and additional information:

### Phone

311  
Outside Edmonton: 780-442-5311

### Web

[edmonton.ca/developingabasement](http://edmonton.ca/developingabasement)

### Email

[sdcurrentplanning@edmonton.ca](mailto:sdcurrentplanning@edmonton.ca)

### In Person/Mail

Current Planning Service Centre  
5th Floor, 10250 – 101 Street NW  
Edmonton, Alberta T5J 3P4

### Office Hours

8:00 a.m. – 4:30 p.m.  
Monday through Friday

*\*Fees depend on the scale of your project.  
Full fee schedule is available online.*

## Permits

### Development Permit

Required for:

- Changing window size/location, exterior walls or size of your house
- Changing the use (i.e. developing a basement suite with a kitchen, bedroom, bathroom)
- Renovating to operate a business in your basement (ie: hair salon)
- Adding a wet bar or other cooking facilities

## Mechanical Permits

### Plumbing Permit

Required for:

- Installing or altering plumbing fixture drain lines
- Installing or altering water lines

*If the renovation only involves replacing existing fixtures, no permit is required*

### Gas Permit

Required for:

- Installation of a new or secondary furnace, or any gas appliance
- The alteration to or the installation of a gas system

### Building Permit

Required for:

- Building a bedroom or bathroom
- Structural work to beams, columns or windows
- A construction value over \$5,000 for your basement redevelopment

### Electrical Permit

Required for:

- Any new electrical work that may occur.
- If you live in a duplex, row house or condo, you will require a contractor permit to do any electrical work.

### Heating, Ventilation and Air Conditioning (HVAC) Permit

Required for:

- Extensive new duct work (any alterations that change design of system)

**Note** This is a general guide.  
Additional information may be required.

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