

Long-form COMMERCIAL BUILDING PERMIT APPLICATION

Provide all required information--with clarity, precision and detail sufficient for the project--or the application may be refused.

Use the 'GUIDE TO COMMERCIAL BUILDING PERMIT PROCESS' that accompanies this form.

REFER TO GUIDE SECTION NUMBER ↓

REQUIRED INFORMATION

REQUIRED INFORMATION

A – General Project Information					APPLICANT'S PROJECT NAME:	01
PROJECT MUNICIPAL ADDRESS + Suite/ Unit # OR Legal Description as Plan/Block/Lot OR Rural location as Quarter/Section/Twp/Rge						
DESCRIPTION OF PROPOSED WORK						02
CHECK ✓ ALL APPLICABLE TO PROPOSED WORK <input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Interior Alteration <input type="checkbox"/> Exterior Alteration <input type="checkbox"/> Change of Use <input type="checkbox"/> Demolition <input type="checkbox"/> Gas <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Sewer <input type="checkbox"/> Unmetered construction water <input type="checkbox"/> Electrical <input type="checkbox"/> Use of public walks/roads/land <input type="checkbox"/> Hoarding <input type="checkbox"/> Shoring <input type="checkbox"/> Crane <input type="checkbox"/> Temporary construction heat <input type="checkbox"/> _____						03
Total area of work m ² ft ²	# new/removed dwellings:	# new/removed bedrooms:	<input type="checkbox"/> Existing approved land use DP Project #: <input type="checkbox"/> NEW Development Permit Project #:	Cost of construction \$		04
PROJECT APPLICANT Check ✓ all applicable → Applicant is also:					<input type="checkbox"/> Property Owner <input type="checkbox"/> Authorized agent of owner <input type="checkbox"/> Designer <input type="checkbox"/> Constructor	05
Contact: Last name	First name	Company name			City Customer ID #	
Mailing address		City	Prov	Postal Code		
Email - (mandatory)	Inspection results to this email? Yes <input type="checkbox"/> No <input type="checkbox"/>		Telephone	Mobile		
PROPERTY OWNER Check ✓ all applicable → Applicant is also:						
Contact: Last name	First name	Company name			City Customer ID #	
Mailing address		City	Prov	Postal Code		
Email			Telephone	Mobile		
CONSTRUCTOR Check ✓ if applicable → Constructor is also:						
Contact: Last name	First name	Company name			City Customer ID #	
Mailing address		City	Prov	Postal Code		
Email (mandatory)			Telephone	Mobile		
APPLICANT DECLARATION: I, (PRINT NAME) _____ confirm by my signature below that 1) the information contained in this application for building permit including plans, details, specifications, professional schedule letters and additional supporting information is, to the best of my knowledge, true and complete; 2) the PROPERTY OWNER (person, partnership, condominium, corporation, or other) is aware of and has authorized this application for building permit; 3) I am aware that the New Home Buyer Protection Act requires a valid warranty or exemption proof be provided prior to building permit issuance: Warranty Confirmation No.: _____ -OR- exemption attached -OR- I will provide prior to building permit being issued; and 4) I am aware that NO WORK on this project is authorized before the building permit is issued. THIS IS NOT A PERMIT Date: _____ Signature of Applicant: _____						

B – Drawings and Documents ONE COPY ONLY of drawings, documents and details REQUIRED clamped or lightly stapled. DO NOT BIND DRAWINGS WITH TAPE OR STAPLE EXCESSIVELY.

PLAN OF SURVEY ☐ No ☐ Yes SITE PLAN ☐ Yes KEY PLAN indicating all tenants of floor area/building ☐ Yes

ARCHITECTURAL drawings stamped, signed and dated? ☐ No ☐ Yes Schedules required? ☐ No ☐ Yes → Schedules provided? ☐ Yes

CODE ANALYSIS for project scope included on the drawings? ☐ Yes ☐ No → Applicant requested to complete **C - Code Analysis** below

STRUCTURAL drawings stamped, signed and dated? ☐ No ☐ Yes Schedules required? ☐ No ☐ Yes → Schedules provided? ☐ Yes

GEOTECHNICAL report provided? ☐ No foundation work ☐ Yes, for new foundation/addition Schedules provided? ☐ Yes

DESIGN, DRAWINGS OR COMPONENTS by Alberta PEng other than engineer of record? ☐ None ☐ Yes → Marked as reviewed? ☐ Yes

If SOLAR PHOTOVOLTAIC SYSTEM ☐ or SOLAR THERMAL SYSTEM ☐ being installed, see also Solar Combo Permit Application form

MECHANICAL drawings stamped, signed and dated? ☐ No ☐ Yes Schedules required? ☐ No ☐ Yes → Schedules provided? ☐ Yes

HVAC drawings provided? ☐ No ☐ Yes → ☐ Commercial kitchen exhaust/MUA/suppression? ☐ Paint booth?

PLUMBING drawings provided? ☐ No ☐ Yes → ☐ Fats + oils + grease interceptor/trap?

GAS drawings provided? ☐ No ☐ Yes → # new gas meters = _____ and unique addressing identified for ATCO? ☐ Yes

SPRINKLER drawings provided? ☐ No sprinklers ☐ Will be provided ☐ Yes Schedules provided? ☐ Yes OR included in mechanical ☐ Yes

Hydraulic calculations provided? ☐ Will be provided ☐ No floor area increase ☐ Yes Sprinkler protected glazing? ☐ No ☐ Yes

ELECTRICAL drawings stamped, signed and dated? ☐ No ☐ Yes Schedules required? ☐ No ☐ Yes → Schedules provided? ☐ Yes

FIRE ALARM ☐ No fire alarm ☐ New alarm system ☐ Alteration to existing Schedules provided? → ☐ included with electrical ☐ Yes

C – Code Analysis Check ✓ all applicable *Applicant requested to complete Code Analysis if not provided on plans*

	<input type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> New Building OR <input type="checkbox"/> Addition → complete next also →	+ <input type="checkbox"/> EXISTING BUILDING <input type="checkbox"/> Exterior alt'n <input type="checkbox"/> Interior alt'n <input type="checkbox"/> Change of occupancy / use	= RESULTING CONSTRUCTION Complete ONLY if both columns to the left are completed	
Building area	m ² ft ²	m ² ft ²	m ² ft ²	11
Number of Storeys				12
Basement levels	<input type="checkbox"/> None <input type="checkbox"/> Yes → number _____	<input type="checkbox"/> None <input type="checkbox"/> Yes → number _____	<input type="checkbox"/> None <input type="checkbox"/> Yes → number _____	13
Mezzanine(s)	<input type="checkbox"/> None <input type="checkbox"/> Yes → number _____	<input type="checkbox"/> None <input type="checkbox"/> Yes → number _____	<input type="checkbox"/> None <input type="checkbox"/> Yes → number _____	14
Total affected area	m ² ft ²	m ² ft ²	m ² ft ²	15
Building height	m ft	m ft	m ft	16
Number of streets	1 2 3 or more	1 2 3 or more	1 2 3 or more	17
Type of construction	<input type="checkbox"/> Combustible <input type="checkbox"/> Non-combustible	<input type="checkbox"/> Combustible <input type="checkbox"/> Non-combustible	<input type="checkbox"/> Combustible <input type="checkbox"/> Non-combustible	18
Sprinkler system	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes, entire building	19
Fire alarm system	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes, entire building	20
Standpipe system	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	21
Occupancies [circle all]	Major → A1 A2 A3 B1 B2 C D E F1 F2 F3		Minor → A1 A2 A3 B1 B2 C D E F3	22
Alberta Building Code 2006 classification of proposed construction <input type="checkbox"/> Part 9 OR <input type="checkbox"/> 3.2.2. _____				23

ADDITIONAL BUILDING CONSTRUCTION DETAILS (to speed processing)

D – Additional Building Details

Check ✓ all applicable

Provision of details will help speed processing

FRR=Fire-resistance rating Sep'n=separation	<input type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> New building OR <input type="checkbox"/> Addition → complete next also →	<input type="checkbox"/> EXISTING BUILDING <input type="checkbox"/> Exterior alt'n <input type="checkbox"/> Interior alt'n <input type="checkbox"/> Change of occupancy / use	RESULTING CONSTRUCTION Complete ONLY if both columns to the left are completed	24
Firewalls FRR	<input type="checkbox"/> None <input type="checkbox"/> 2h <input type="checkbox"/> 4h	<input type="checkbox"/> None <input type="checkbox"/> 2h <input type="checkbox"/> 4h	<input type="checkbox"/> None <input type="checkbox"/> 2h <input type="checkbox"/> 4h	25
Floors FRR	<input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h <input type="checkbox"/> Unrated: Non-combustible	<input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h <input type="checkbox"/> Unrated: Non-combustible	<input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h <input type="checkbox"/> Unrated: Non-combustible	26
Mezzanine FRR	<input type="checkbox"/> None <input type="checkbox"/> Unrated <input type="checkbox"/> Non-comb <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> Waived 3.2.2.18.(4)	<input type="checkbox"/> None <input type="checkbox"/> Unrated <input type="checkbox"/> Non-comb <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> Waived 3.2.2.18.(4)	<input type="checkbox"/> None <input type="checkbox"/> Unrated <input type="checkbox"/> Non-comb <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> Waived 3.2.2.18.(4)	27
Roof FRR	<input type="checkbox"/> Unrated <input type="checkbox"/> Non-comb <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h <input type="checkbox"/> Waived 3.2.2.18.(3)	<input type="checkbox"/> Unrated <input type="checkbox"/> Non-comb <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h <input type="checkbox"/> Waived 3.2.2.18.(3)	<input type="checkbox"/> Unrated <input type="checkbox"/> Non-comb <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h <input type="checkbox"/> Waived 3.2.2.18.(3)	28
Occupancy sep'n	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h	29
Suite sep'n	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h <input type="checkbox"/> Unrated	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h <input type="checkbox"/> Unrated	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h <input type="checkbox"/> Unrated	30
Public corridor sep'n	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> Unrated	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> Unrated	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> Unrated	31
Exit sep'n	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h	<input type="checkbox"/> None <input type="checkbox"/> ¾h <input type="checkbox"/> 1h <input type="checkbox"/> 2h	32
Storage garage sep'n	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 1½h <input type="checkbox"/> 2h	33
Repair garage sep'n	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 2h	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 2h	<input type="checkbox"/> None <input type="checkbox"/> 1h <input type="checkbox"/> 2h	34
Barrier-free provisions	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	35

For exterior wall construction and/or change use only. Does not apply to tenant improvements within existing-use building.					36
Building Elevation, per site plan	NORTH	EAST	SOUTH	WEST	37
Total area of unprotected openings	m ² ft ²	m ² ft ²	m ² ft ²	m ² ft ²	38
Exposing building face wall area	m ² ft ²	m ² ft ²	m ² ft ²	m ² ft ²	39
Unprotected openings as % of wall area	%	%	%	%	40
Limiting distance of new or altered wall	m	m	m	m	41
Minimum required wall rating	h	h	h	h	42
Non-combustible construction required?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	
Non-combustible cladding required?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	

☐ Returned to applicant for revision: See line numbers: _____ ☐ More information on next page →
☐ Returned to applicant for revision: See line numbers: _____ ☐ More information on next page →
☐ Received for processing by SCO: _____ Date(dd/mmm/yyyy) _____

ONE COPY ONLY of drawings, documents and details REQUIRED clamped or lightly stapled.

DO NOT BIND DRAWINGS WITH TAPE OR STAPLE EXCESSIVELY.

NOTES:

[illegible]

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 Current Planning Service Centre at 780-442-5054.