

DEVELOPMENT SERVICES (Edmonton Tower) 2<sup>nd</sup> Floor, 10111 – 104 Avenue NW EDMONTON, AB T5J 0J4

PHONE: 311 or if outside of Edmonton 780-442-5311 EMAIL: developmentservices@edmonton.ca

### Garage with Garage Suite or Garden Suite Housing Application Office Use Only

SECTION 1 – PERMIT INFORMATION		CITY Project #
Project Address: (Provide at least one of the	-	
PROJECT ADDRESS (MUNICIPAL):		
LEGAL DESCRIPTION PLAN:	BLOCK:	LOT:
Has a secondary dwelling (Garden Suite or Gara	ge with Garage Suite) existed on this	is lot previously? Yes 🗆 No 🗖
If yes, what year was the Garden or Garage	with Garage Suite built?	
Is this application for a: Garden Suite $lacksquare$	Garage with Garage Suite 🚨 Existi	ing Suite ☐ For definitions – see page 4 of form
Applicant Information:	CITY Customer ID #	t (if known)
APPLICANT / CONTACT:		
As the applicant I affirm:   I am the registered owner of the above n	oted property	
☐ I have entered into a binding agreement		
		he attached application for a Development Permit.
I have permission of the registered owne includes an application for a Developmen		make the attached application for a Combination Permit, w
BUSINESS NAME (IF APPLICABLE):		
MAILING ADDRESS:		
PROVINCE:		
EMAIL:		
PHONE #:	FAX #:	CELL#:
Signature :		Date:
		te dwelling check applicable proposed construction)
		□ Veranda □ Fireplace □ Balcony □ Exterior hot tub
	•	n □ Solar thermal system □ Geoexchange system
Other:		
Please complete Sections 2&3 on th	e following nages	
For Office Use Only:	e following pages.	
Permit Required? Yes ☐ No ☐ Creat	e Sub-job from Project No.	
New Sanitary Sewer Trunk Charge Required		
		Development Fees to be charged: \$
This project is: Discretionary Use  Perr		
Development Permit Description:		
Reviewed By: (Print Name)		Date:

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Applicable fees

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### SECTION 2 – BUILDING PERMIT INFORMATION 1) # of new gas meters?

2) \	What is the construction value for the (The construction value is the value of all rof the demolition)		rden suite? \$essional fees) to do the project. For demolitions, the construction value is the total cos
3) 9	equare Footage for the garage with g	arage suite or garden suite?	sq ft.
4) 5	Subcontractor List		
Sı	ubcontractors	City Customer ID #	Business Name & Address
Ві	uilding (if different from applicant)		
Н	eating & Ventilation		
Pl	umbing & Gas		
Se	ewer		
El	ectrical – Wiring		
El	ectrical – Underground		
Te	emporary Gas Heat		
per Wa	mit issuance.		OR, Exemption? Yes Copy Attached provided prior to permit issuance:
Sig	nature:		Date:
_	CTION 3 – DEVELOPMENT/E e (1) complete set of drawings that inc		IISSION REQUIREMENTS: See page 3 for additional information cale: metric 1:100 / imperial 1/8")
CHE	CK OFF INFORMATION SUBMITTED WITH	THIS APPLICATION **In	complete submissions can not be processed**
		ent Acknowledgement Form (Red basement floor plan if also appl	te) and main floor geodetic elevation quired for Mature and Established Neighbourhoods) ying for a basement development)
	Foundation plans/beams / columns/		type of concrete to be used
	Grade beam and/or pile foundation	details for attached garage, vera	anda, covered deck, etc.
	Foundation lateral support details (i	nclude site-specific engineered f	foundation / window / stairwell bracing or reinforcing details)
	Engineered roof truss layout and su	pplier letter, or stick built roof la	yout (include bearing details & load transfer points)
	Engineered floor joist/truss and eng	ineered beam layout and supplie	er letter(s)
	Structural details not covered under	ABC 2014 – Division B – Part 9 (	engineer stamped drawings / details)
	If structure/addition is larger than 4 map that was used to confirm the a		<i>Vells Confirmation Form – Proposed Development"</i> form and a printout of the 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.

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Flush connections for built up beams

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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 or Emailed applications will not be accepted.** 

Plo	t Plan or Site Plan to show 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 structurelines	res in	icluding cantilevers and overnangs and distances to property
	Dimensions/location of existing and proposed accesses to the Elevations of finished grades, bottom of footings, top of found		
Flo	or Plans to show the following – minimum scale- metric 1:100	impe	erial 1/8"
	Dimensions of the proposed structure		
	All levels and square footage of each level		
	Dimensions and layout, location of walls; doors; and window	s (inc	clude sizes) and use of all rooms/areas
Bui	lding 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, r	oofs,	decks etc.
Ma	nufactured structural component information required to be s	subm	itted (see Standata 06-BCI-015)
	Supplier letters for roof trusses, floor joists, and/or structural Layouts for:  a) Roof	al bea	ams & columns
	<ul> <li>b) Floor joists of simple or continuous spans</li> <li>Note: Where continuous spans are incorporated into the</li> <li>reactions and all construction details that are covered in</li> </ul>		sign, the layout schematic should also show all joist and/or beam manufacturer's product guide
_ _ _	Manufacturer's design drawings for all manufactured structured str	an th	nrough uniform loading covered by ABC 2014-Division B-Part9.
Asp	pects of building that may require professional or engineer invo	olven	nent (stamped design/engineer letter etc.)
	Foundation construction not in Code (PWF, ICF, etc.)		Exterior walls exceeding Code height limits
	Foundation design where geotechnical information		Dimension lumber joists exceeding Code table limits
	indicates it is required		Cantilevered joists not in Code
	Foundation lateral bracing for wall length, height or backfill		Masonry supported on wood frame
	condition		Concrete topping on wood floor system
	Grade beams & piles not per Standata 90-DR-092		Construction with uncommon housing materials (steel,
	Structural concrete (slabs, brackets, etc)		precast concrete, straw bale, SIP, ICF, etc.)
	Retaining walls connected to building or required for		Installation of renewable energy devices (solar collectors etc)
	building integrity		Exterior cladding systems not in Code
	Complex roof or floor (stick framed or engineered)		Hydronic heating systems

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□ Spray foam products and installation



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#### 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 Panels -**

☐ If construction involves solar panels (Thermal or PhotoVoltaic) — Applicant must see Solar Energy Systems brochure for additional submission requirements.

#### **Geoexchange System -**

☐ If construction involves Geoexchange System – Applicant must see Geoexchange system installation application for additional submission requirements. (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, 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 Fax or e-mail.

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

#### **Definitions from Edmonton Zoning Bylaw 12800 -**

Garage Suite means an Accessory Dwelling located above a detached Garage (above Grade); or a single-storey Accessory Dwelling attached to the side or rear of, a detached Garage (at Grade). A Garage Suite is Accessory to a building in which the principal Use is Single Detached Housing. A Garage Suite has cooking facilities, food preparation, sleeping and sanitary facilities which are separate from those of the principal Dwelling located on the Site. A Garage Suite has an entrance separate from the vehicle entrance to the detached Garage, either from a common indoor landing or directly from the exterior of the structure. This Use Class does not include Secondary Suites or Garden Suites.

**Garden Suite** means a single-storey Accessory Dwelling, which is located in a building separate from the principal Use which is Single Detached Housing. A Garden Suite has cooking facilities, food preparation, sleeping and sanitary facilities which are separate from those of the principal Dwelling located on the Site. This Use Class does not include Secondary Suites or Garage Suites.

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#### **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).

<u>If abandoned</u>	<u>wells are</u>	<b>absent</b> wi	thin the site o	f prop	osed development:	
	rd ("ERCB")	as set out in	ERCB Directive 07	79, Surfa	formation provided by the rce Development in Proxin y abandoned wells within	nity to Abandoned
Printed I	Name		<del></del>	Signa	ture	
Compan	y affiliation o	of the signer		Date		
Conservation Bo Wells, and can a development had in accordance w placed on aband proposed develo	pard ("ERCE dvise that as been con with ERCB D doned wells	3") as set out i the licensee(s stacted in orde irective 079. I s prior to cons	in ERCB Directive  i) responsible for er to have the Ab  To prevent damag struction, accordi owing abandoned	079, Sur all aband andoned ge to the ng to the d well(s):	face Development in Proxidence Development in Proxidence of the Sit of Well Locating and Testing well, a temporary identification (seconfirmed well location)	kimity to Abandoned te of proposed ng Protocol completed fication marker will be
Well License #	Lice	nsee name	(e.g., 04-20-052-2		Contact personnel name	Phone number
Printed I	Name			Signa	ture	
Compan	y affiliation (	of the signer		Date		
	<u> </u>	Lot:	Block:		Plan:	
City	Printed Name  Company affiliation of the signer  Municipal Address:		LDA:			

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#### Why do I need to disclose information about abandoned wells on my parcel?

#### **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.geodiscoveralberta.ca
   to confirm whether an abandoned well is located on your
  property.
  - o 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.
  - o 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

**ERCB Directive-**

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

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## ABC2014:B:9.36. ENERGY EFFICIENCY

# APPLICATION CHECKLIST



PROJECT ADDRESS:		
□ PRESCRIPTIVE PATH	□ PRESCRIPTIVE WITH	□ PERFORMANCE PATH
Complete (1)A –OR– (1)B and (2) to (5)	TRADE-OFF PATH	Complete (5) only below, and attach

below Complete (1)A -OR- (1)B and (2) to (5) below, and attach Trade-off Calculator results

Complete (5) only below, and attach Performance Report and mandatory Edmonton Summary form

## $\begin{tabular}{ll} \textbf{1a} \\ \textbf{Effective thermal resistance of assemblies in buildings WITHOUT heat-recovery ventilator} \\ (HRV) 9.36.2.6.A \& 9.36.2.8.A \\ \end{tabular}$

ASSEMBLY LOCATION		MINIMUM "ETR" (m2 K/W) (RSI)				PROPOSED ASSEMBLY including insulation type/R-value
ROOF						
Cathedral ceilings and flat roofs	5.02	□ 1	N/A	☐ equal or better	☐ less	
Ceilings under attic, including over attached garages	10.43	□ 1	N/A	☐ equal or better	less	
ABOVE-GROUND WALLS						
Exterior wall	3.08	<u>ا</u>	N/A	☐ equal or better	☐ less	
Tall walls	3.08	<u>п</u>	N/A	☐ equal or better	☐ less	
House-to-attached garage walls	2.92	۱ ا	N/A	☐ equal or better	☐ less	
Other: kitchen cabinet wall(s)	3.08	<u> </u>	N/A	☐ equal or better	☐ less	
OTHER:	3.08	□ 1	N/A	☐ equal or better	☐ less	
RIM JOISTS						
Parallel to joists, or pony wall	3.08	<b>1</b>	N/A	□ equal or better	☐ less	
Perpendicular to joists	3.08	□ 1	N/A	☐ equal or better	☐ less	
ABOVE-GROUND FLOOR						
Exterior cantilever	5.02	n	N/A	equal or better	less	
Over attached garage	4.86	<u></u> П	N/A	equal or better	less	

ASSEMBLY LOCATION	MINIMUN (m2 K/W			PROPOSED ASSEMBLY including insulation type/R-value	
BELOW-GRADE WALLS					
Frostwalls, above–ground wall portions where average exposure < 0.6m	3.46	□ N/A	equal or better	less	
Foundation-level above-ground wall portions where average exposure ≥ 0.6 m	3.08	□ N/A	equal or better	less	
UNHEATED FLOOR Above frost line	1.96	□ N/A	equal or better	less	
ANY HEATED FLOOR In ground contact	2.84	□ N/A	equal or better	less	
SLAB ON GRADE with integral footing	3.72	□ N/A	a equal or better	less	

## **1b**Effective thermal resistance of assemblies in buildings WITH heat-recovery ventilator – (HRV) 9.36.2.6.B & 9.36.2.8.B

ASSEMBLY LOCATION	MINIMUN	и "ETR"			PROPOSED ASSEMBLY
	(m2 K/W	/) (RSI)			including insulation type/R-value
ROOF					
Cathedral ceilings and flat roofs	5.02	□ N/A	☐ equal or better	☐ less	
Ceilings under attic, including over attached garages	8.67	□ N/A	□ equal or better	□ less	
ABOVE-GROUND WALLS					
Exterior wall	2.97	□ N/A	☐ equal or better	☐ less	
Tall walls	2.97	□ <sub>N/A</sub>	☐ equal or better	□ <sub>less</sub>	
House-to-attached garage walls	2.81	□ N/A	☐ equal or better	□ less	
Other: kitchen cabinet wall(s)	2.97	□ N/A	☐ equal or better	☐ less	
OTHER:	2.97	□ N/A	☐ equal or better	☐ less	
RIM JOISTS			,		
Parallel to joists, or pony wall	2.97	□ N/A	☐ equal or better	☐ less	
Perpendicular to joists	2.97	□ N/A	☐ equal or better	☐ less	
ABOVE-GROUND FLOOR					
Exterior cantilever	5.02	□ N/A	equal or better	☐ less	
Over attached garage	4.86	□ N/A	☐ equal or better	□ less	
BELOW-GRADE WALLS					
Frostwalls, above–ground wall portions where average exposure < 0.6m	2.98	□ N/A	□ equal or better	□ less	
Foundation–level above–ground wall portions where average exposure ${\scriptstyle \geq}$ 0.6 m	2.97	□ N/A	☐ equal or better	less	
UNHEATED FLOOR above frost line	1.96	□ N/A	□ equal or better	less	
ANY HEATED FLOOR In ground contact	2.84	□ N/A	□ equal or better	less	
SLAB on GRADE	2.84	□ N/A	☐ equal or better	☐ less	

**2**Check proposed windows, doors, etc; maximum prescriptive overall thermal transmittance "u-values"

FENESTRATION & DOOR COMPONENTS	MAXIMU	M "U" value	(W/m2 K)	
Windows (max USI)	1.60	□ N/A	equal or higher performing	9.36.2.7.A alternative: min ER=25
Exterior doors (max USI)	1.60	□ N/A	equal or higher performing	9.36.2.7.A
Single exterior door exception ( max USI )	1.60	□ N/A	equal or higher performing	9.36.2.7.(5), NOTE on plans
Glass block; max area: 1.85 m2 ( max USI )	1.60	□ N/A	equal or higher performing	9.36.2.7.(4), NOTE on plans
Skylights ( max USI )	1.60	□ N/A	equal or lower performing	9.36.2.6.(4), include shaft ETR/detail
Attic/access hatches (min nom RSI = 2.6)	1.60	□ N/A	equal or lower performing	9.36.2.7.(8), NOTE on plans
Garage overhead doors (min nom RSI = 1.1)	1.60	□ N/A	equal or lower higher performing	9.36.2.7.(7), NOTE on plans

### 3 CHECK HVAC components/capacity/standard/minimum performance; or write 9.36.3.10. selection(s) in space below

COMPONENT/EQUIPMENT	HEATING/COOLING CAPACITY	STANDARD	MIN PERFORMAN	NCE
Gas-fired forced air furnace	< 65.9kW [222,000Btu/h]	CAN/CSA-P.2	≥ AFUE 92%	☐ YES
Gas-fired boiler	≤ 88kW[300kBtu/h]	CAN/CSA-P.2	≥ AFUE 90%	☐ YES
Electric tank	≤ 73.2kW if SWH-based	CAN/CSA-P.9	TPF = 0.65	□ YES
Electric tankless	≤ 87.9kW if boiler-based	CAIN/ CSA-1.9	171 - 0.05	<u>П</u> 1ГЭ
Other:				☐ YES

### **4**CHECK Service Water Heating components/input/standard/performance; or write 9.36.4.2. selection in space below

	HEATING/COOLING CAPACITY	STANDARD	MIN PERFORMA	NCE
Gas-fired hot water tank	< < 22kW [75,000Btu/h]	CAN/CSA-P.2	≥ AFUE 92%	☐ YES
Cas freed tambless	> 73.2kW [250,000Btu/h]	CSA 4.3 etc	Et ≥ 80%	□ VEC
Gas-fired tankless	≤ 73.2kW [250,000Btu/h]	CAN/CSA-P.7	EF ≥ F0.8	YES
Electric tank	≤ 50-270L [13-71usg]	CAN/CSA-C191	$SL \le 35 + 0.20V$ (top) $SL \le 40 + 0.20V$ (bottom)	□ YES
Electric tankless	-	-	approaching 100%	☐ YES
Other:				☐ YES

### 5 INDICATE the following, as applicable

PRIMARY WALL AIR BARRIER LOCATION/MATERIAL: PRIMARY CEILING BELOW ATTIC/VAULT/	FLAT				
Interior poly with spray foam at rim joists and cantilevers $\Box$ ROOF AIR BARRIER:					
Interior poly with exterior flexible wrap at rim joists and cantilevers					
Interior poly with sealants/tapes at floor, window, wall and ceiling intersections   Other: (specify)		_ 🗆			
Exterior flexible air barrier system with all joints and edges sealed					
Exterior rigid air barrier system with all joints and edges sealed					
Other: (specify)					
Intake duct has "fail-open" motorized damper-except where disallowed by other regulation or where system					
operates continuously? [9.36.3.3.]					
Discharge duct has motorized damper, or gravity/spring-operated backflow damper installed? [9.36.3.3.]					
Min 12mm thick pipe insulation for minimum 2m from inlet and outlet of water heater?					
Min 12mm thick pipe insulation for all piping on recirculating service hot water system 9.36.4.4 (1)					
HRV conforms CAN/CSA-C439 "Rating the Performance of Heat/Energy-Recovery Ventilators" sensible HR					
efficiency ≥60%@0°C and ≥55%@-25°C?					
A Blower Door Test Report will be submitted after construction and prior to occupancy inspection for energy code compliance					