

## Related Permits

If your installation includes mechanical work, a separate mechanical permit will be needed.

- Heating & Ventilation Permits.....311
- Plumbing and Gas Permits .....311
- Electrical Permits .....311
- Deck Permit.....311

If calling outside of Edmonton 780-442-5311

## Processing Your Application

- A Development Planner reviews the application using the Zoning Bylaw regulations
- A structure that conforms to regulations may be approved immediately at the counter
- Your development plans are then examined by a Safety Codes Officer to prepare a building permit
- If your development application is refused, you can appeal the Development Planner's decision to:  
Subdivision and Development Appeal Board  
Churchill Building  
10019-103 Avenue NW  
Edmonton, Alberta T5J 0G9  
Telephone: 780-496-6079

## What You Need to Apply

To apply, fill in the Residential Development & Building Application and include all required information as indicated on the application form as well as all application fees. Application form can be found at [www.edmonton.ca](http://www.edmonton.ca).

All development and building permit applications for a hot tub, in conjunction with other structures, must provide the following:

1. Your municipal address
2. Three copies of a site plan indicating:
  - lot and building size
  - location of all buildings onsite
  - distances from buildings to property lines
  - hot tub placement on the property and distances to property lines
  - make, model, size and depth of the hot tub
3. A letter of confirmation that the fence meets the requirements of the Alberta Building Code, or submit a letter of confirmation that the cover meets the requirements of the Alberta Building Code.

If the hot tub is on or within a deck structure, submit construction plans that include:

- elevation plans
- floor plans
- cross section plans
- construction details of deck including dimensions
- distances to property lines

(For additional information, please see the Building an Uncovered Deck brochure online at [www.edmonton.ca](http://www.edmonton.ca))

## How to Apply

### Fax

**780-496-6034**

Our fax can take legal and letter sized paper.

### In Person

Current Planning Branch  
5th Floor, 10250 - 101 Street NW  
Edmonton, Alberta T5J 3P4  
Office Hours: Monday to Friday,  
8:00 a.m. - 4:30 p.m.

Payment may be cash, personal cheque (payable to the City of Edmonton), Visa, MasterCard, American Express or debit.

### Mail

#### Current Planning Branch

5th Floor, 10250 - 101 Street NW  
Edmonton, Alberta T5J 3P4  
Cheques should be made out to City of Edmonton. Please allow for extra processing time when mailing application.

## Contact

For application forms and additional general information:

### Phone

For 24-hour information and access to City of Edmonton programs and services: **311**

If outside of Edmonton: **780-442-5311**

### Web

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

### Note:

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

When you apply, personal information may be collected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act, Section 642 of the Municipal Government Act and/or Section 63 of the Safety Codes Act. The information will be used to process your application(s) and your name and address may be included on reports that are available to the public. If you have any questions, please contact our office.



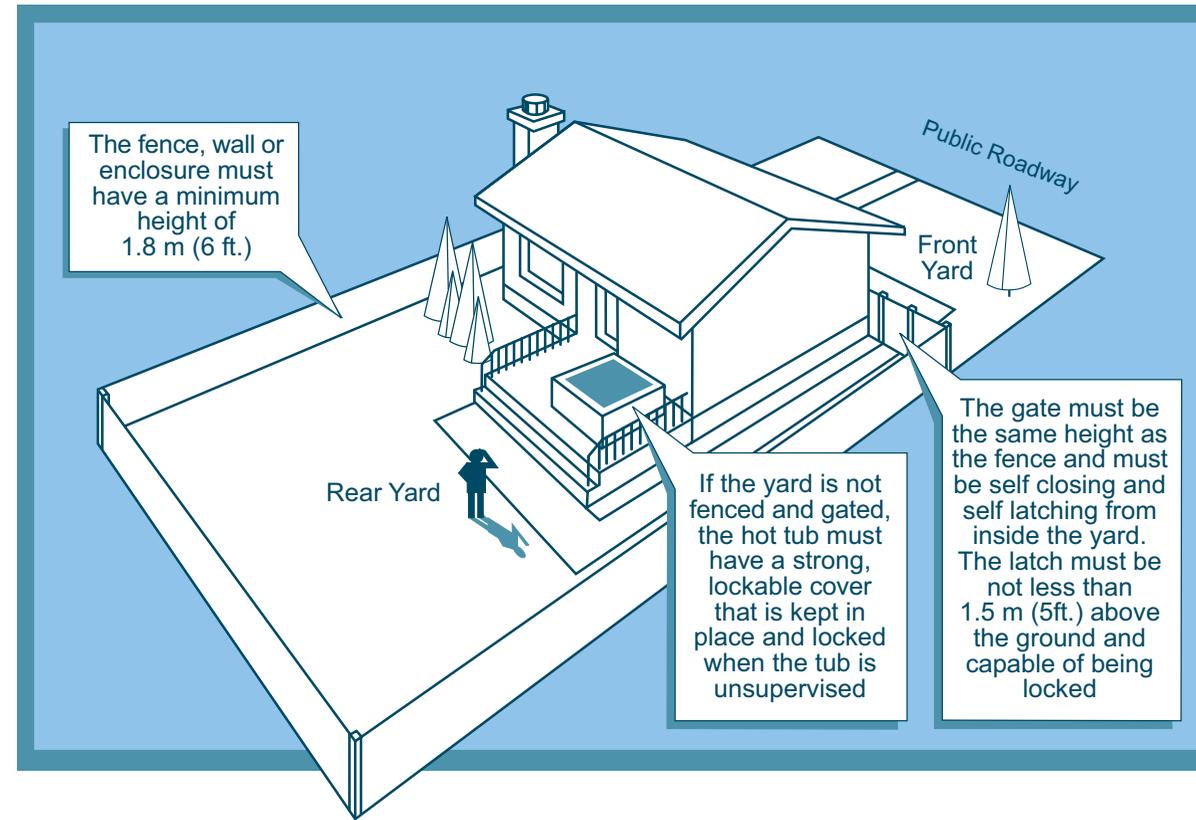
## Guide to installing a hot tub.





## About the Service

A hot tub or whirlpool needs a building permit. If you're building a deck along with installing your hot tub, you may require a development permit.



**TIPS** Even with accepted lockable covers, a fence is the ideal and safest route.

Hot tub drainage is regulated by the Sewers Use Bylaw. You can read this bylaw at [www.edmonton.ca/bylaws](http://www.edmonton.ca/bylaws).

## Zoning Verification

Your property's specific zoning may affect your plans. To verify the zoning of a property, visit our office or <http://maps.edmonton.ca>.

- Click on 'zoning' located on the right side of the photo
- Review the disclaimer and accept it by pressing 'ok'
- Click on 'Locate Title by Address' and enter the property's address
- Click on 'search' to view its zoning and any overlay information

## Regulations

- Fence openings must be protected by a gate
- Fence gates must be the same height as the fence itself
- Fences and gates enclosing the hot tub need to be non-climbable
- Gates must have a self-closing and self-latching device that is capable of being locked and is installed on the inside of the gate
- If you are not using a fence to secure your hot tub, you must use a cover that:
  - a) can support a minimum of 125 kilograms (275 pounds)
  - b) complies with ASTM F1346-91 Standard Performance Specification for Safety Covers and Labelling Requirements for all Swimming Pools, Spas and Hot Tubs. Ask your hot tub retailer for more information
  - c) is lockable

## Measurement Regulations

- A fence and gate must surround the hot tub if the hot tub exceeds 2.4 m (8.0 ft.) across the widest portion of the water surface
- To prevent accidents, such as drowning, a hot tub must be protected from unauthorized access by a fence, wall or enclosure that has a minimum height of 1.8 m (6 ft.)
- All latches placed on gates need to be installed at least 1.5m (5 ft.) above ground level

## Why Permits?

Permits are here for your protection. They're the result of years of experience, testing and feedback. Having the proper permits will ensure what is being built is actually safe and that the appearance and use is consistent with the context of your neighbourhood.