

ROOF OVER DECK

REQUIREMENTS:

1. Development and Building Permit Application and Applicable Fees;
2. Checklist to be completed;
3. Inspection by Safety Codes Officer.



Town of Strathmore

680 Westchester Road
Strathmore, AB T1P 1J1
Phone: (403) 934-3133
Fax: (403)934-4713

DEVELOPMENT PERMIT APPLICATION FORM Land Use By-Law No. 14-11

I/We hereby make application for a development permit under the provisions of the Land Use By-Law in accordance with the plans and supporting information submitted herewith which form part of this application.

This document does not, in any way, relieve the applicant from any requirements imposed by way of caveat or restrictive covenant on the title of the property.

File No. _____ Fees: _____ Offsite Levies: _____

Applicant _____ **Tel. No.** _____

Mailing Address: _____ **Fax. No.** _____

City/Town _____ **Prov.** _____ **Postal Code** _____

Email: _____ (please print clearly)

Affected Property (the lands):

Registered Owner of Land _____

Address _____ **Tel. No.** _____

City _____ **Prov.** _____ **Postal Code:** _____

Property Address _____

Lot _____ **Block** _____ **Plan** _____

Proposed Development / Project: _____

Present Land Use Designation / Zoning: _____

Existing Use of Land or Building: _____

Estimated Commencement Date: _____ **Estimated Completion Date:** _____

Other Supporting Material Attached: _____

Right of Entry

I hereby authorize the Town of Strathmore to enter the land(s) for the purpose of conducting a site inspection in connection with my application for development approval.

This right is granted pursuant to Municipal Government Act.

Confirmation of Application:

I _____ (Signature) _____ (Print) hereby certify that I am the

Registered Owner or am the applicant and authorized to act on behalf of the Registered Owner

Applicant _____ Date _____

Please return any correspondence by: (choose one)

If none chosen, or if information provided is unclear, ordinary mail will be the default choice

- Ordinary Mail (Canada Post)
- Email (email address must be provided on pg. 1)
- Fax (fax # must be provided on pg. 1)

Notes:

1. Upon our receipt of this completed application and any required background or accompanying material, the Planning Department has up to 40 days to process the application, during which time the Development Officer may exercise his discretion to approve/refuse or refer the application to the Town of Strathmore Council for their approval / refusal.
2. This is not a building permit; applicable building gas, electrical, and plumbing permits must be obtained prior to taking occupancy or commencing construction.

This information is being collected under *the Municipal Government Act* and will only be used for the purpose of Building & Development Application. It is protected by the provisions of the Freedom of Information & Protection of Privacy Act. If you have any questions about the collection please contact the FOIP Coordinator at 934-3133, weekdays.



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Permit Label

BUILDING PERMIT APPLICATION

To be completed by Town Staff	Development fee		
Development Permit #	Calgary Growth Charge		
Building Permit #	Water meter fee		
Date:	Building Permit fee		
Date of receipt of complete application	Safety Codes Council fee		
	Total payable		

To be completed by Owner or applicant			
Project Civic Address			
Legal Address Lot		Block	Plan
Construction Value \$		Area (Ft ² or m ²)	
TYPE OF PROJECT (check applicable box)			
<input type="checkbox"/> Residential New Single Family Dwelling		<input type="checkbox"/> Single Family Addition	<input type="checkbox"/> Single Family Renovation
<input type="checkbox"/> Residential Semi-Detached / Duplex Dwelling(s)		<input type="checkbox"/> Basement Development	<input type="checkbox"/> Deck
<input type="checkbox"/> Residential Manufactured / Modular Home		<input type="checkbox"/> Shed	<input type="checkbox"/> Detached Garage
<input type="checkbox"/> Residential Multi-family _____ # of dwelling units		<input type="checkbox"/> Hot Tub	<input type="checkbox"/> Wood Burning Appliance
<input type="checkbox"/> Commercial A. <input type="checkbox"/> New building <input type="checkbox"/> Renovation B. <input type="checkbox"/> Office/Personal Service <input type="checkbox"/> Retail <input type="checkbox"/> Assembly (restaurant/drinking)			
<input type="checkbox"/> Industrial A. <input type="checkbox"/> New Building <input type="checkbox"/> Renovation B. <input type="checkbox"/> F3 Light Hazard <input type="checkbox"/> F2 Medium Hazard			
<input type="checkbox"/> Other (if not listed above): describe project			

Estimated start date of construction:	
Estimated completion date of construction:	

OWNER NAME:		
Address:		Phone:
City:		Cell:
Prov:	Postal Code:	Fax:
E-mail address:		

CONTRACTOR NAME:		
Address:		Phone:
City:		Cell:
Prov:	Postal Code:	Fax:
E-mail address:		

APPLICANT NAME:		
Address:		Phone:
City:		Cell:
Prov:	Postal Code:	Fax:
E-mail address:		

List of Contractors Responsible for the Following Disciplines (if applicable)		
HVAC	Name:	Ph #
Electrical	Name:	Ph #
Plumbing	Name:	Ph #
Gas	Name:	Ph #

I authorize the appropriate officers of the Town of Strathmore the right to access the property for the purpose of any necessary inspection in conjunction with this application. The undersigned hereby agrees to build according to the approved permits, information above, Plan Examination Report, and plans and specifications herewith submitted and agrees to comply with all Town Bylaws and Safety Code requirements.

I (print name),		hereby certify that:
	I am the owner.	
	I have been designated as the representative or agent of the owner, and I am aware that it is my responsibility to obtain all approvals from the land owner.	
I have read and understand this application in its completed form.		
SIGNATURE:		DATE:

DECISION

This Permit is valid for one year from the date of issuance. If this project is not complete within the one year time limit, an extension must be applied for or the Permit will be deemed to be expired and a new Permit will be required.

Date of issuance of Permit: _____

Safety Codes Officer: _____

Designation Number: _____

The Town of Strathmore is the Authority Having Jurisdiction and the Issuing Municipality

Protection of Privacy - The personal information requested on this form is collected under the authority of the Safety Codes Act, the Municipal Government Act and Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act. It will be used for the purpose of issuing permits, Safety Codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is public information and will be released to the public upon request. Direct any questions about this collection to the Town of Strathmore FOIP Coordinator at 403-934-3133, weekdays.



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ROOF OVER DECK

**INDICATES ENCLOSED

DECK SIZE FOUNDATION

- a) Footing & 4 ft. frost wall
- b) Footing & 8 ft. wall
- c) PWF (wood foundation)
- d) Pile Foundation min. 10", 8' deep, spaced maximum of 8' apart
- e) Damproofing
- f) **Weeping Tile & Sump (for b & c), if interior space beneath floor
- g) Teleposts on concrete pad, 4' below grade (minimum 30 x 30 x 6" thick)

FLOOR STRUCTURE

- Beam Size
- Beam Type
- Beam Length
- Beam Distance Between Supports
- Joist Size
- Joist Type
- Joist Length
- Joist Distance Between Supports

WALL STRUCTURE

- Stud Size
- **Insulation (min. R12)
- **Interior Vapor Barrier & Finish*
- **Exterior Sheathing
- Exterior Finish
- Header Sizes (if applicable)

ROOF STRUCTURE

- Roof Slope
- Manufactured Trusses

OR

- Rafter Size
- Rafter Type
- Rafter Length
- **Air Space above Insulation (min. 2 1/2 inches with airflow along and across slope)
- **Vented Soffits
- **Roof Vents
- Roof Sheathing
- Roofing Material (asphalt shingles etc.)
- **Insulation (min. R34)

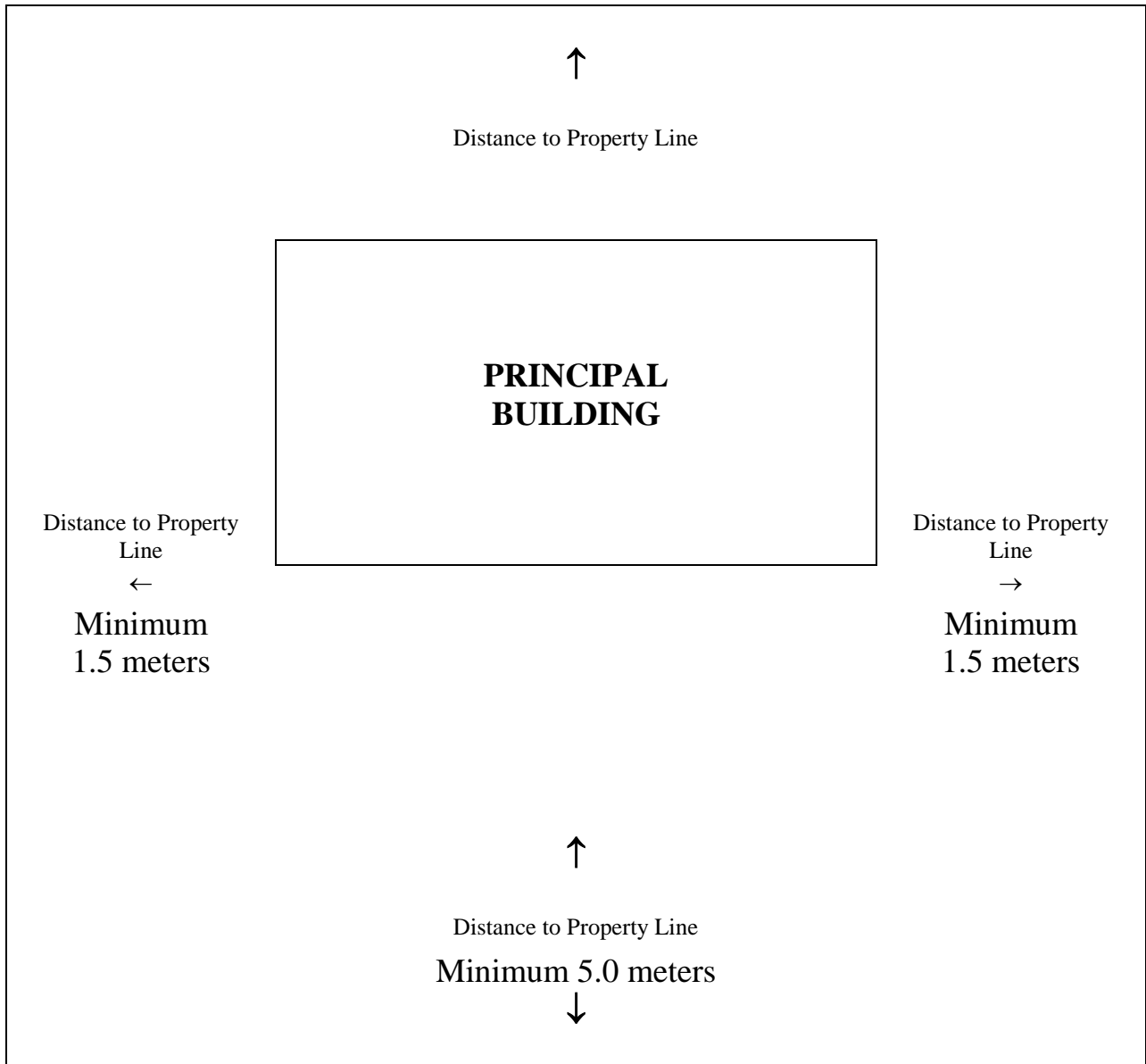
**METHOD OR HEAT & VENTILATION

SITE PLAN DECK

or

**PROVIDE A COPY OF REAL PROPERTY REPORT
(indicating location and size of deck / deck extension, and setbacks)**

STREET



LANE (REAR YARD)



TIMING FOR BUILDING INSPECTIONS



Please call Audrey or Cathy at (403) 934-3133, to arrange an inspection for each of the stages as noted below, or email: development@strathmore.ca

You may call 24 hours a day, 7 days a week, if no one is available to take your call, your message will be forwarded to voicemail. Building inspections are scheduled for Tuesday and Friday's, and should be arranged 2 - 3 working days in advance.

A Building Permit is valid for one year from the date of issuance. If your project is not completed within the one year time limit, an extension must be applied for. Extension Requests are to be in writing, stating a reasonable completion date, and addressed to: Development Officer, Town of Strathmore, 680 Westchester RD, Strathmore, AB T1P 1J1.

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ROOF OVER DECKS

Call when the following are complete, (only one inspection required):

Project is Complete

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