

Business Licence #: \_\_\_\_\_



PLANNING & ECONOMIC DEVELOPMENT

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# BUILDING PERMIT APPLICATION FORM

Application Date (M/D/Y)\*: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Permit Type\*:  Owner  Contractor

Estimated Cost of Construction (Labour & Material)\* \$ \_\_\_\_\_

The Permit Holder hereby certifies that this installation will be completed in accordance with the Alberta Safety Codes Act & Regulations and shall commence within 90 days. Failure to do so, this permit will expire in 90 days without an extension request. Work is not to commence prior to the issuance of an approved permit.

**Owner Name\*:** \_\_\_\_\_ **Phone\*:** \_\_\_\_\_

**Address\*:** \_\_\_\_\_ **Postal Code\*:** \_\_\_\_\_

(STREET) (MUNICIPALITY) (PROV)

**Email\*:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

\_\_\_\_\_ **Cell:** \_\_\_\_\_

Owner's Signature \*  Check if Owner is same as Applicant

**Applicant\*:**  Owner  Contractor  Lawyer  Other

**Contractor Name\*:** \_\_\_\_\_ **Phone\*:** \_\_\_\_\_

**Address\*:** \_\_\_\_\_ **Postal Code\*:** \_\_\_\_\_

(STREET) (MUNICIPALITY) (PROV)

**Email\*:** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

\_\_\_\_\_ **Signature\***  Check if Contractor is same as Applicant

Contractor/Architect/Engineer Name\* \_\_\_\_\_

**Project Location:**

**Project Address/Location:** \_\_\_\_\_ **Land Use District:** \_\_\_\_\_

**Legal Address:** Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_; or, Qtr \_\_\_\_\_ Sec \_\_\_\_\_ Twp \_\_\_\_\_ Range 25 West of 4<sup>th</sup> Mer.

**New Home Buyer Registration Number:** \_\_\_\_\_ **Status:**  Approved  Authorized/Exempt

I (am) (represent) the owner of the land and (will be) (represent) the owner of the building for which I am submitting this permit application. I have read and understand the statements printed on the reverse side of this form.

\_\_\_\_\_ **Date\*** \_\_\_\_\_ **Name\*** \_\_\_\_\_ **Signature\*** \_\_\_\_\_

**Project Information (3 sets of plans/specifications and payment must accompany this application):**

**Building Type\*:**  Commercial  Residential  Multi Family  Industrial  Institutional  Mobile/Manufactured Home

**AB Number** \_\_\_\_\_ **CSA #** \_\_\_\_\_ **Make** \_\_\_\_\_ **Model** \_\_\_\_\_ **Serial Number** \_\_\_\_\_

**Type of Work\*:**  New Work  Renovations  Garage  Basement Development  Deck  Other \_\_\_\_\_

Wood Stove: Certification Label Number \_\_\_\_\_ # of Fireplaces\* \_\_\_\_\_

**Measurements:**

**Basement (if developing) \*** \_\_\_\_\_ **Main Floor\*** \_\_\_\_\_ **2<sup>nd</sup> floor\*** \_\_\_\_\_ **Garage\*** \_\_\_\_\_

**Deck\*** \_\_\_\_\_ **Height of Building\*** \_\_\_\_\_ **Number of Storeys** \_\_\_\_\_ **Development Permit Number** \_\_\_\_\_

**Description of Work\*:** \_\_\_\_\_

<p><b>Permit Fee</b>(023): \$ _____</p> <p><b>As Built Fee</b>(023): \$ _____</p> <p><b>+ SCC Levy**</b>(53) \$ _____</p> <p><b>Total Cost:</b> \$ _____ <b>Receipt #:</b> _____</p> <p>(*-\$4.50 or 4% of the permit fee maximum \$560.00)</p>	<p style="text-align: center;"><b>AUTHORIZATION</b></p> <p><b>Issuing Officer's Name:</b> _____</p> <p><b>Issuing Officer's Signature:</b> _____</p> <p><b>Designation #:</b> _____</p> <p><b>Issued Date:</b> _____</p>
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PLEASE CONTACT MORINVILLE (780-939-4361) FOR INSPECTIONS ALLOWING TWO WORKING DAYS NOTICE.

FOUNDATION/WEEPING TILE, FRAMING AND FINAL INSPECTIONS ARE REQUIRED PRIOR TO OCCUPANCY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CALL FOR THE APPROPRIATE INSPECTIONS.

The personal information provided as part of this application is collected under Section 43 of the Safety Codes Act and Sections 295 and 303 of the Municipal Government Act and in accordance with Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP). The FOIP Act regulates the collection and disclosure of personal information. The privacy of personal information requested in this form is protected by the FOIP Act and is collected for the sole use of the Town of Morinville.

**\*-REQUIRED FIELDS. APPLICATIONS WILL NOT BE ACCEPTED FOR PROCESSING WITHOUT REQUIRED INFORMATION**

Approval is conditional subject to compliance with the following:

- Applicant will not occupy or allow others to occupy premises prior to receiving notification of compliance to the Alberta Building Code, Building Permit requirements and Development Permit requirements.
- Upon completion of all work authorized by the Building Permit, and before occupancy, the Building Inspector shall be notified that all work is completed and ready for final inspection.
- Neither the issuance of a permit, nor inspections made by the Building Inspector shall in any way relieve the owner of a building from full responsibility for carrying out the construction or having the construction carried out in accordance with the requirements of the Safety Codes Act and regulations made pursuant to that Act, this Code, or the permit, including compliance with any special conditions required by the authority having jurisdiction.
- Construction is to be started within 90 days from the date of issuance of the Building permit. Furthermore, construction is not to be discontinued or suspended for a period of more than 120 days.
- The applicant agrees to comply with any written notice from the Building Inspector requiring the applicant to correct any conditions under which this Development has been approved or of the building regulations of Morinville.
- By written notice, a Building Inspector may suspend or revoke a permit issued in error, on the basis of incorrect information supplied or when in violation of the provisions of the Safety Codes Act, regulations made pursuant thereto, the Alberta Building Code, Ministerial Orders or Bylaws.
- Applicant agrees to not build on or over any utility right of ways without permission. Before any excavation or construction is started, check the location of utilities.
- Any portion of work concealed prior to being approved by a Building Inspector may be required to be uncovered.
- A sump pump system must be installed in accordance with the Town of Morinville Municipal Engineering Standards.
- All concrete work on public property must be inspected by Morinville Public Works staff after being formed prior to being poured.

#### **VOLUNTARY WAIVER**

I, the applicant, request that the Building Permit application be forwarded to the Building Inspector for approval prior to the Development Permit becoming effective (before appeal period is completed). I understand that by doing so I will be liable for any costs incurred for said processing.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_