

## 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

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<b>A – General Project Information</b>		<b>APPLICANT'S PROJECT NAME:</b>		<b>01</b>	
PROJECT MUNICIPAL ADDRESS + Suite/ Unit # OR Legal Description as Plan/Block/Lot OR Rural location as Quarter/Section/Twp/Rge					
DESCRIPTION OF PROPOSED WORK <b>NBC(AE) 2023-9.36</b> <input type="checkbox"/> YES -OR- <b>NECB</b> <input type="checkbox"/> YES ATTACH SUPPLEMENTS -OR- NOT IN SCOPE <input type="checkbox"/>				<b>02</b>	
CHECK <input checked="" type="checkbox"/> 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"/>				<b>03</b>	
Total area of work m <sup>2</sup> ft <sup>2</sup>	# 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 \$	<b>04</b>
<b>PROJECT APPLICANT</b> Check <input checked="" type="checkbox"/> 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				<b>05</b>	
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	
<b>PROPERTY OWNER</b> Check <input checked="" type="checkbox"/> all applicable → Applicant is also: <input type="checkbox"/> Designer <input type="checkbox"/> Constructor					
Contact: Last name	First name	Company name		City Customer ID #	
Mailing address		City	Prov	Postal Code	
Email		Telephone	Mobile		
<b>CONSTRUCTOR</b> Check <input checked="" type="checkbox"/> if applicable → Constructor is also: <input type="checkbox"/> Designer <b>City Business Licence #</b>					
Contact: Last name	First name	Company name		City Customer ID #	
Mailing address		City	Prov	Postal Code	
Email (mandatory)		Inspection results are sent to this email		Telephone	Mobile
<b>APPLICANT DECLARATION: I, (PRINT NAME) _____ confirm by my signature below that</b>					
1) the information contained in and with this application for building permit-- including drawings, documents, details, specifications, professional schedule letters and supporting information, including any Energy Performance Compliance requirements of NBC(AE) 2023 - 9.36 or NECB2020-- pertain to the project that is the subject of this application and is, to the best of my knowledge, true and complete;					
2) the <b>PROPERTY OWNER</b> (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 residential building 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 <b>NO WORK</b> on this project is authorized before the building permit is issued.					
<b>THIS IS NOT A PERMIT</b> Date: _____		Signature of Applicant: _____			

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REQUIRED INFORMATION

ALBERTA BUILDING CODE ANALYSIS (Optional)

<b>B – Drawings and Documents</b> 1 COPY of drawings/documents/details required; clamped or lightly stapled					
PLAN OF SURVEY <input type="checkbox"/> No <input type="checkbox"/> Yes      SITE PLAN <input type="checkbox"/> Yes      KEY PLAN indicating all tenants of floor area/building <input type="checkbox"/> Yes ARCHITECTURAL drawings stamped, signed and dated? <input type="checkbox"/> No <input type="checkbox"/> Yes      Schedules required? <input type="checkbox"/> No <input type="checkbox"/> Yes → Schedules provided? <input type="checkbox"/> Yes CODE ANALYSIS for project scope included on the drawings? <input type="checkbox"/> Yes <input type="checkbox"/> No → Applicant requested to complete C - Code Analysis below		06			
STRUCTURAL drawings stamped, signed and dated? <input type="checkbox"/> No <input type="checkbox"/> Yes      Schedules required? <input type="checkbox"/> No <input type="checkbox"/> Yes → Schedules provided? <input type="checkbox"/> Yes GEOTECHNICAL report provided? <input type="checkbox"/> No foundation work <input type="checkbox"/> Yes, for new foundation/addition      Schedules provided? <input type="checkbox"/> Yes COMPONENTS, DRAWINGS OR DESIGNS by Alberta PEng other than engineer of record? <input type="checkbox"/> None <input type="checkbox"/> Yes → Marked as reviewed? <input type="checkbox"/> Yes SOLAR PV SYSTEM <input type="checkbox"/> or SOLAR THERMAL SYSTEM <input type="checkbox"/> see <a href="http://www.edmonton.ca/solarenergysystems">www.edmonton.ca/solarenergysystems</a>		07			
MECHANICAL drawings stamped, signed and dated? <input type="checkbox"/> No <input type="checkbox"/> Yes      Schedules required? <input type="checkbox"/> No <input type="checkbox"/> Yes → Schedules provided? <input type="checkbox"/> Yes HVAC drawings provided? <input type="checkbox"/> No <input type="checkbox"/> Yes → <input type="checkbox"/> Commercial kitchen exhaust/MUA/suppression? <input type="checkbox"/> Paint booth? PLUMBING drawings provided? <input type="checkbox"/> No <input type="checkbox"/> Yes → <input type="checkbox"/> Fats + oils + grease interceptor/trap? GAS drawings provided? <input type="checkbox"/> No <input type="checkbox"/> Yes → # NEW GAS METERS= _____ and unique addressing identified for ATCO? <input type="checkbox"/> Yes SPRINKLER drawings provided? <input type="checkbox"/> No sprinklers <input type="checkbox"/> Will be provided <input type="checkbox"/> Yes      Schedules provided? <input type="checkbox"/> Yes OR included in mechanical <input type="checkbox"/> Yes Hydraulic calculations provided? <input type="checkbox"/> Will be provided <input type="checkbox"/> No floor area increase <input type="checkbox"/> Yes      Sprinkler protected glazing? <input type="checkbox"/> No <input type="checkbox"/> Yes		08			
ELECTRICAL drawings stamped, signed and dated? <input type="checkbox"/> No <input type="checkbox"/> Yes      Schedules required? <input type="checkbox"/> No <input type="checkbox"/> Yes → Schedules provided? <input type="checkbox"/> Yes FIRE ALARM <input type="checkbox"/> No fire alarm <input type="checkbox"/> New alarm system <input type="checkbox"/> Alteration to existing      Schedules provided? → <input type="checkbox"/> included with electrical <input type="checkbox"/> Yes		09			
<b>C – Code Analysis</b> Check ✓ all applicable <i>Applicant to complete Code Analysis if not provided on plans</i>		10			
SEE GUIDE for ENERGY CODE & ENERGY EFFICIENCY SUPPLEMENTS	<input type="checkbox"/> NEW CONSTRUCTION include NECB or 9.36 SUPPLEMENT <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 <sup>2</sup> ft <sup>2</sup>	m <sup>2</sup> ft <sup>2</sup>	m <sup>2</sup> ft <sup>2</sup>	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 <sup>2</sup> ft <sup>2</sup>	m <sup>2</sup> ft <sup>2</sup>	m <sup>2</sup> ft <sup>2</sup>	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 B3 C D E F1 F2 F3	Minor → A1 A2 A3 B1 B2 B3 C D E F3		22	
NBC(AE)2023 <input type="checkbox"/> Part 9 -OR- <input type="checkbox"/> 3.2.2. _____		NBC(AE)2023-9.36 <input type="checkbox"/> YES -OR- NECB <input type="checkbox"/> YES -OR- NOT IN SCOPE <input type="checkbox"/>			23

Use 'GUIDE TO COMPLETING COMMERCIAL BUILDING PERMIT APPLICATION'

REFER TO GUIDE SECTION NUMBER



ADDITIONAL BUILDING CONSTRUCTION DETAILS

(to speed processing)

<b>D – Additional Building Details</b> Check <input checked="" type="checkbox"/> all applicable <i>Provision of details will help speed processing</i>				
FRR=Fire-resistance rating Sep'n=separation	<input type="checkbox"/> <b>NEW CONSTRUCTION</b> <input type="checkbox"/> New building <b>OR</b> <input type="checkbox"/> Addition → complete next also →	<input type="checkbox"/> <b>EXISTING BUILDING</b> <input type="checkbox"/> Exterior alt'n <input type="checkbox"/> Interior alt'n <input type="checkbox"/> Change of occupancy / use	<b>RESULTING CONSTRUCTION</b> Complete ONLY if both columns to the left are completed	
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	<b>24</b>
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	<b>25</b>
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)	<b>26</b>
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)	<b>27</b>
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	<b>28</b>
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	<b>29</b>
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	<b>30</b>
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	<b>31</b>
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	<b>32</b>
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	<b>33</b>
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	<b>34</b>

<b>For exterior wall construction and/or change use only. Does not apply to tenant improvements within existing-use building.</b>					
Building Elevation, per site plan	NORTH	EAST	SOUTH	WEST	
Total area of unprotected openings	m <sup>2</sup> ft <sup>2</sup>	<b>35</b>			
Exposing building face wall area	m <sup>2</sup> ft <sup>2</sup>	<b>36</b>			
Unprotected openings as % of wall area	%	%	%	%	<b>37</b>
Limiting distance of new or altered wall	m	m	m	m	<b>38</b>
Minimum required wall rating	h	h	h	h	<b>39</b>
Non-combustible construction required?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<b>40</b>			
Non-combustible cladding required?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<b>41</b>			

