



October 1, 2019

Attend Engage Edmonton 2019



Join City staff at one of five convenient locations in October for Engage Edmonton 2019. Chat with us and give feedback on three transformational City projects: [The City Plan](#), the [Bike Plan](#) and [Change for Climate](#).

For event details, visit edmonton.ca/engage2019.



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Want to Know More About 'Missing Middle' Housing?



Council has approved changes to the Zoning Bylaw to help make it easier to build medium scale housing. A summary guide is available for those who would like a better understanding of how the Zoning Bylaw changes work.

Visit edmonton.ca/missingmiddlehousing



Introducing...The Expedited Infill Pilot!



In February 2020, the City of Edmonton, in partnership with the Infill Development in Edmonton Association (IDEA), will be launching a new two-year Expedited Infill Pilot. This pilot is intended to encourage better construction practices and to provide expedited Development Permit review timelines for participants and works to achieve Action 14 of the Infill Roadmap, “Improve permitting process timelines and consistency.”

For the purposes of the pilot, only applications for a Single Detached House, Single Detached House with Secondary Suite or Semi-detached House will be accepted at this time. In order to become eligible to participate in the Expedited Infill Pilot, you must successfully complete the Builder Education Program offered by IDEA where you’ll learn:

- How to submit complete Development Permit applications
- What a technical review of a Development Permit looks like
- Regulations and best practices for infill construction
- Communication and consultation with neighbourhoods, and
- Design basics for infill development



Courses will be offered starting November 2019. For more information on the Builder Education Program, please visit infilledmonton.com/program.

To find out more about the Expedited Infill Pilot, including application criteria, please visit <https://www.cityofedmontoninfill.ca/builders/expedited-infill-pilot>

City expanding opportunities for tiny homes



Proposed zoning changes to allow tiny homes on foundations to be built as single detached housing and garden suites across Edmonton are targeted to go to City Council Public Hearing for consideration on December 9, 2019.

[Learn more.](#)



UFBT Updates



Rezoning Redesign & Subdivision Process Improvements: Improved Application Requirements

Submission requirements will depend on whether the application is **non-complex, complex, or very complex**. These categories allow simple applications to be processed more quickly and make the service more predictable for customers. The updated requirements apply starting October 28, 2019. Customers can start to apply with these requirements now.

Rezoning Applications:

- Application complexity - visit edmonton.ca/rezoning
- [Application Checklist](#)
- [Cover Letter](#) - For timely service use this cover letter template
- Direct Control Zone Guidelines - Available by November

Subdivisions Applications:

- Application complexity - visit edmonton.ca/subdivision
- [Application Checklist](#) - has information on application complexity
- [Cover Letter](#) - This template will help you complete the cover letter requirements
- [Context Map Example](#) - This is an example of what we are looking for in a context map.

For information:

- [Land Development Application and Pre-Applications](#)
- Submit your application online at permits.edmonton.ca

Safety Codes Updates



****Effective December 1, 2019****

City of Edmonton adopts National Fire Code - 2019 Alberta Edition

On December 1, 2019, the City of Edmonton will officially adopt the [National Fire Code - 2019 Alberta Edition](#) which establishes fire protection requirements for the safe use and maintenance of buildings, including references to design and construction standards in the [National Building Code - 2019 Alberta Edition](#).

It also applies to the conduct of activities that might cause fire hazards in and around buildings, fire safety at construction sites, the establishment of fire safety plans, and the design, construction and use of storage tanks for flammable and combustible liquids.

Highlights of 2019 Code

- Requirements on consumer fireworks have been removed, except for those on the safe storage of consumer fireworks
- Provision additions to improve the availability of information on the compatibility and toxicity of chemicals and the associated physical hazards related to the handling, transport and use of these chemicals
- Provision changes to the identification, ventilation, use and storage of dangerous and hazardous goods in laboratories, hospitals, research facilities, clinics and other industrial facilities
- Changes to the storage limit of flammable and combustible liquids in self-service storage buildings



- Updates to publication year of some referenced standards along with some additions of new referenced standards
- Changes to the location of hot works operations

To ensure administrative functions are in place and to align with the City of Edmonton building authority, Fire Rescue Services will extend the transition period. Construction and fire safety may continue under the 2014 code editions until December 1, 2019.

The adoption of the code will permit certain secondary suites to be addressed by the current fire code and will allow Edmonton Fire Rescue Services to continue issuing [Firework permits](#) until the adoption date.

For more information:

Fire Prevention Office

780-496-3628 (voicemail only)

fireprevention@edmonton.ca

Builders Now Required to Request Temporary Residential Heating Permits Directly

Please be advised as we head into the colder months that temporary gas permits have become part of the home building permit. As such, all temporary gas permits and inspections must be called in by the builder directly and not the gas contractor.

Plumbing contractors will no longer be able to see the temporary gas process as part of their permit as a result of this change. Please do not obtain a duplicate permit for temporary heating, except for when you are using an alternate heating source provided by an external contractor such as propane or other available options.

Guidance for using gas fired appliances for heating buildings under construction can be found in the recently released Information [Bulletin G-01-17\(Rev1\)](#). As identified, responsibility falls on the owner (or owner's representative) to maintain documentation as required where a furnace has been used for temporary heating provisions. The Information Bulletin includes documentation for completion.



The first page is to be included for final inspection of the HVAC system on every residential installation. If the appliance has been used during construction, the second page must also be included in the commissioning paperwork.

Safety Codes Officers may audit furnace use while conducting related inspections while on any active construction site.

For any questions or comments, please contact:

Steve Goodwin, Chief Plumbing & Gas Inspector

Phone. 780-423-5697

Email. steve.goodwin@edmonton.ca

Commercial Building Permit Applications: Screening Process and Minimum Drawings/Specifications Requirements

Screening Process Overview

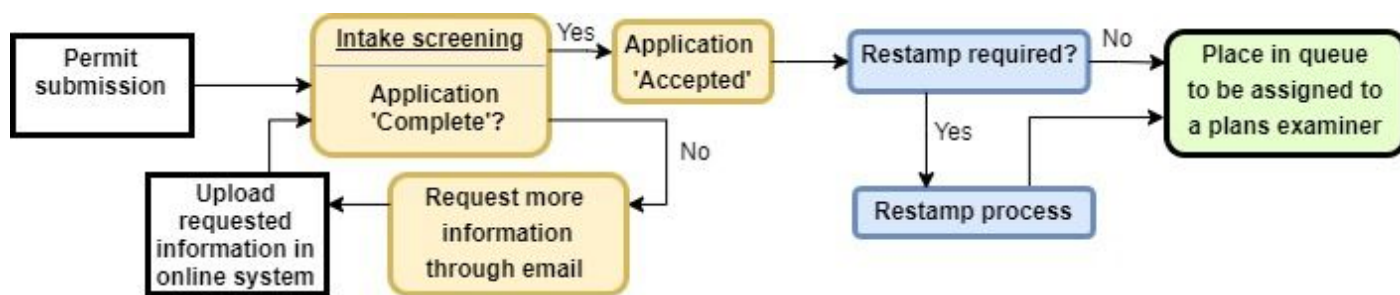
For building permit submission requirements, forms and resources, visit edmonton.ca/permits.

Path 1: On-Line	Path 2: In-Person
Follow www.edmonton.ca/permits carefully. We're working on your suggestions for more website topics, and you will see more guidance and links to resources through the on-line form in the next weeks. Use the 'Save and Return Later' feature on any on-line application you are preparing, which allows you time to gather all the best information before submitting. Upload each part of the plans under the right on-line headings.	We discuss your application with you at the Service Centre (2nd floor, Edmonton Tower) and initiate an on-line project. If your plans are on few sheets no larger than 11"x17", we will scan them into the newly-created project. You will be asked to upload larger drawing sets, from digital source, directly into the newly-created project from your office or the designer's office. Application and drawings can no longer be dropped off at the mail desk.



Whether submitted in person or on-line, all applications are screened for completeness. Those that appear to fully and clearly convey construction intention advance. A *More Information Required* note is sent to the rest, and those submissions remain 'On Hold' until the submission is satisfactory for plans exam by a safety codes officer.

Drawings, documents and details identified as missing at Intake Screening may be uploaded from an office (or home). Please do not upload the same whole plan set repeatedly into each labeled location, as the screener is not expected to sort and organize your project. Split a pdf file with the tools that are part of the pdf reader/creator, or with an independent app.



Please fulfill any *More Information Required* list as soon as possible. Any Development Restamp/Zoning Clearance is typically completed prior to the application being placed in queue for plans examination. The more clear, concise and complete the information you provide is, the more efficiently the plans examiner may audit your construction intention and issue the permit. Processing timing begins when the application is *Accepted*. Notification of your application's progress at key times will be emailed. Intake screening typically checks:

FORM: on-line, or paper version for In-Person presentation	
	Completed form --to fully and accurately represent characteristics of the New, Addition, Alteration or other project
	Project Scope --to capture the nature of the proposed work in concise, standard form, may be edited at Intake
	Project Address --should designate the Building Address, Entryway(s) Address(es) and Suite(s) <ul style="list-style-type: none"> • Addresses must align with a Development Permit or records, but edited to reflect the actual project location • Circulation to City addressing service is initiated here if multiple Entryways or Suites are required due to a space being demised into multiple units , which may or may not include new door(s) installation



	<p>Trades permits--required to address the project scope (may be adjusted at Intake Screening if necessary)</p> <ul style="list-style-type: none"> • Trades do not obtain permits separately; they comprise part of the project under the Building Permit • Trade firms names must be provided online by the BP holder prior to request for the trade inspection • If changes are needed after that point, the building permit holder must contact that discipline tech desk • Additional trade firms may be entered where a trade discipline is split between multiple companies (e.g., HVAC general ventilation and HVAC commercial kitchen hood specialty done by two different companies)
	<p>Construction value--appears to align with the scope, building, scale of project; subject to audit</p>
<p>FEES: Settled following any adjustments for trades added/removed; construction heat and/or construction water</p>	
<p>PLANS and SPECIFICATIONS: As listed on the following table, drawings, documents and details submitted appropriately</p>	
	<p>Legible--where resolution of provided documents is adequate for reading on screen</p>
	<p>Labelled properly--'DP Only'; 'Not for BP'; 'Tender Only'; 'Not for Construction'; or similar label invalidates the drawings for Building Permit purpose</p>
	<p>Located appropriately--named files slotted in corresponding upload locations in acceptable order for review</p> <ul style="list-style-type: none"> • Please do not upload the same, complete plan set repeatedly. Split a large pdf file into the disciplines and topics as listed next page and as requested in the on-line form • You will have on-line access to these as record drawings after the permit is issued and the job is completed, so orderly sortation now will serve you as well as the plans examiner
	<p>Stamped drawings--where authentication is needed based on scope, size, etc., which is driven by scope of job</p> <ul style="list-style-type: none"> • If stamped drawings required, duly-signed/sealed schedules of applicable disciplines are also required • Schedules of Professional Involvement are required if stamped drawings are required, completed by owner/agent + professionals of record. For sprinkler/suppression system design, either the Mechanical Engineer of Record or a Sprinkler/Suppression System Engineer must provide schedules of responsibility with permit application; drawings/compliance confirmation may be provided as soon as available after permit issuance; revisions fee will be charged. Final inspection is blocked until these are submitted and reviewed • Upon screening or review of your application, professional involvement is sometimes required even though the involvement thresholds have not been exceeded, due to the complexity of the project. If this is the case, you will be advised.
	<p>Sufficient drawings and specifications--drawings, documents and details to address the particular project.</p> <ul style="list-style-type: none"> • Please do not upload the same whole plan set multiple times in the application. The plans should be divided as closely as reasonable in alignment with the headings provided at the uploading area in the on-line form • The table below indicates minimum sorts of plans and specifications, depending on nature and scope of job



Minimum Drawings and Specifications Overview depending on nature and scope of project

A=New Building B=Addition C=ChangeUse D= Interior Alteration E=Exterior Alteration → ●=required for all □=possibly; depending on job scope ○= not required for typical jobs ↘	A	B	C	D	E
Survey Plan: New/Additional Building Area, new foundation work, exterior work at property line	●	□	○	○	□
Site Plan: □ Building location measured from property lines □ Firefighting access/hydrants □ Curbs, parking areas, curb ramps from designated accessible parking, landscape features	●	●	□	□	●
Key Plan: □ Show project in an existing building; may be combined with Site Plan if legible. □ Show doorway addresses and any useful information to establish exact location of the job	○	□	●	●	●
Architectural Plans and Specifications □ Code analysis on cover page: □ Type of building □ Municipal address □ Dates of Codes to which the design conforms □ Building area □ Indicate any division of the building by firewalls					
Floor Plans: □ Scale ≥ 1:100 □ North arrow □ Location: walls, partitions, doorways, windows, other openings □ Dimensions/height of rooms/spaces, and intended use □ Floor/wall/ceiling materials (not colours, brands, etc) □ Exit locations □ Required fire-resistance ratings of storeys/occupancies/suites/rooms/spaces/exits/shafts/mezzanines/spatial separation □ Location/fire-protection rating of closures (doors/dampers) □ Sources of ratings information	●	●	●	●	●
Elevations, Sections and Details: □ Wall/roof/ceiling/floor construction, including insulation/air barrier/vapour barrier/exterior cladding/windows/doors □ Energy code details as applicable	●	●	○	□	●
Structural Plans and Specifications: New/Addition, and Alteration depending on job scope	●	●	○	□	□
Geotechnical Report: New, and Addition/Exterior Alteration depending on foundation scope	●	□	○	○	□
Mechanical and Electrical Disciplines Plans and Specifications including Energy code details as applicable					
HVAC: □ Principal building services equipment: location, size, capacity and type □ Size, shape, height, location of all chimneys/gas vents □ Size and location of all combustion air and ventilation openings □ Size and continuity of all pipes, ducts, shafts, flues and fire dampers	●	●	○	□	○
Plumbing and Gas: □ Type/location/size of building drains, traps, cleanouts, soil-or-waste pipe, trap and vent pipe □ Type/location/size of piping for potable water system incl valves	●	●	○	□	○
Electrical: □ Main building/suite services equipment: location, size, capacity and type □ Emergency lighting/exit signs □ Fire (smoke/heat) detection and fire alarm systems	●	●	○	□	○



NECB for New/Addition>10m OR 9.36 for New/Addition of Part 9 C / D,E,F2,F3<300m ² . Applies to any alteration (incl shell fit-up) for base bldg w/permit after 31Oct2016	●	●	○	□	□
Schedules of Professional Involvement, completed by owner/agent + professionals of record.	●	●	○	□	□
Warranty letter OR 'Pending' for dwelling units to be sold; warranty exemption letters for rental units; must provide before permit issuance	□	□	○	□	○
Variance Request for proposed alternative solution, if applicable, including support documents	□	□	□	□	□
Fire safety plan : OR Upload 'Pending' explanation note if the constructor is not yet selected. The FSP submission is mandatory for all New/Addition; also for Alteration of any A,B,C occupancy and any D,E,F occupancy job>\$100,000 construction value. FRS reserves the right to request a FSP for any other project, depending on perceived risk to public or property.	●	●	○	□	□

Codes Basis for Minimum Submission

https://www.edmonton.ca/business_economy/documents/PDF/BuildingPlansStandards_BuildingPermitsforNewBuildings.pdf
https://www.edmonton.ca/business_economy/documents/PDF/BuildingPlansStandards-BuildingPermitsforAdditions.pdf

New Building and Addition to existing building project minimum submission requirements are highlighted. Alteration projects require submission of elements applicable to the project only.

NBC-2019(AE) :Division C:2.2.2. Information Required for Proposed Work
<p>2.2.2.1. General Information Required: sufficiently detailed drawings, documents and details and completed application form--to show the project will conform to Code and not negatively affect adjacent property.</p> <p>Plans and specifications based, as applicable, on</p> <p>2.2.2. General; 2.2.3. Fire Protection; (2.2.4. Structural); 2.2.5. Assemblies; 2.2.6. HVAC; 2.2.7. Electrical; 2.2.8. Energy; 2.2.9. Plumbing,</p> <ul style="list-style-type: none"> ● name, description of the type and location of the building ● building area, and any division of the building by firewalls ● floor plans on a scale of not less than 1:100, and the north arrow <ul style="list-style-type: none"> ○ location of all walls, partitions, doorways, windows and other openings ○ dimensions and height of all rooms and spaces, and description of their intended use ○ finish of all floors, walls and ceilings--types, not selected materials/colours ○ location of exits ○ location/degree of required fire-resistance rated separation of suites, occupancies, storeys, shafts and rooms or spaces



- fire-resistance rating of construction elements including mezzanines and ratings due to spatial separation considerations (show on large-scale sections, and include ratings sources)
- location and fire-protection rating of required closures (doors, fire dampers, etc.)
- **building sections, elevations and details or description of**
 - wall, roof, ceiling and floor construction, including insulation, air barrier, vapour barrier and cladding
 - windows and outside doors, including the size, weatherstripping, storm sashes, sills and storm doors
 - size and continuity of all pipes, ducts, shafts, flues and fire dampers
 - size, shape and height or location of all chimneys and gas vents
 - size and location of all combustion air and ventilation openings
- description of all fixed equipment: location, size, capacity and type of all principal units of equipment,
- fire detection, suppression and alarm systems
 - **2.2.3.2.** showing proposed fire suppression systems (SEE END OF TABLE), and
 - **2.2.3.3.** showing proposed fire alarm system, both to be submitted with the application before installation or alteration
- exit signs and emergency lighting provisions
- layout and size of building drains, traps and cleanouts, soil-or-waste pipe, trap and vent pipe,
- layout of the potable water distribution system, including pipe sizes and valves.
- **NECB** summary/details applicable to Envelope, Lighting, HVAC, Service Water Heating, Electrical Power, Motors; per selected path
OR NBC-2019(AE) 9.36 details applicable to Envelope, HVAC, Service Water Heating per selected path (see edmonton.ca/energycodes)

2.2.2.2. Site Plans for NEW BUILDING and BUILDING ADDITION projects

Current plan of survey (or real property report) of site that

- is prepared and stamped by a registered Alberta Land Surveyor
- shows all rights-of-way, easements and encumbrances on the parcel
- outlines the location of the proposed building, by dimensions from property lines
- locates every adjacent existing building on the parcel
- indicates existing and finished ground levels to an established datum at or adjacent to the site
- establishes that the project will conform to Code in relation to survey information, and
- may be used to verify upon completion of the work that the project conforms to Code
- **Site Plan** (or real property report)
- shows the location of the building, by dimensions from property lines,
- shows firefighting access routes, hydrants, parking, curb ramps, surfaces, landscaping, and
- may be used to verify upon completion of the work that the project conforms to Code.

2.2.2.6. – 2.2.2.7 Swimming Pools & Water Theme Parks specialized projects



2.2.3. Fire Protection Components (combined with 2.2.2.1.)

2.2.4. Structural & Foundation Drawings and Calculations where professional involvement req'd: 2.4.2.

2.2.4.3. Information Required on Structural Drawings

In addition to the items listed below in 2.2.4.6. and in Part 4 of Division B applicable to the specific material, provide

- name and address of the person responsible for the structural design,
- date of issue of the Code and standards to which the design conforms,
- dimensions, location and size of all structural members in sufficient detail to enable design check,
- sufficient detail to enable the dead loads to be determined, and
- all effects and loads, other than dead loads, used in the design of structural members and exterior cladding.

2.2.4.4. Drawings of Parts or Components--including guards by others are to be authenticated (SEE END OF TABLE).

2.2.2.5. Fabrication and Erection of Steel-- buildings constructed per Part 4: Canadian Welding Bureau certification (SEE END OF TABLE).

2.2.4.6. Information Required on Foundation Drawings are to show

- type and condition of the soil/rock, and groundwater conditions, per the subsurface geotechnical investigation,
- factored bearing pressures on the soil/rock, factored loads when applicable, and design loads applied to foundation units, and
- earth pressures and other loads applied to the **shoring**--the supporting structures of supported excavations.

Geotechnical report supporting information on drawings to be submitted with application to excavate or build.

2.2.5. Drawings & Specs for Environmental Separators & Exterior Assemblies Part 5; combined with 2.2.2.1.

2.2.6. Heating, Ventilating, AC Drawings & Specifications Part 6; combined with 2.2.2.1.

2.2.7. Electrical Drawings & Specifications Alberta-specific; combined with 2.2.2.1.

2.2.8. ...Energy Performance Compliance combined with 2.2.2.1.

2.2.8.1. Application per [Energy webpage](#). ABC9.36. is within ABC **-OR-** GO TO **NECB**

2.2.2 Information Required for Proposed Work

9.36: for fit-ups, alterations and renovations to buildings with base building permit applied for **after 31 October 2016**.



2.2.9. Drawings and Specifications for Plumbing and Health Services combined with 2.2.2.1.

2.2.9.1. Application to aquatic facilities and food establishments, as applicable within NBC-2019(AE)
2.2.2. of NPC Plumbing Drawings & Related Documents -- for new/alteration/renewal/repair
2.2.2.1. Information Required on Plumbing Drawings and Related Documents

2.4.3. Schedules of Professional Involvement DIVISION C:2.4. A-1, A-2, B-1, B-2 *if/as applicable*

2.3.1. Documentation of Alternative Solutions DIVISION C:2.3.1.

8.1.1. Div B Construction Fire Safety Plan for FRS review process

NHWA New Home Warranty documentation/exemption **if applicable**; possible 'pending' but permit will not be issued without.

Delegated Engineering Services: Constructor/subcontractor/supplier not known at time of BP application for the following will result in requirement to submit these items after permit issuance and subject to:
BP condition to submit; fee applies for review after permit issuance; final inspection blocking until submitted and reviewed

2.2.2.5. Fabrication and Erection of Steel The owner shall submit evidence to the authority having jurisdiction, **before construction begins**, that all fabricators and erectors of welded construction for buildings constructed under Part 4 of Division B are certified by the Canadian Welding Bureau. (See Note A-2.2.2.5.(1).)

SUBMIT TO BPRevisions@edmonton.ca with cover letter PRIOR TO REQUESTING FINAL INSPECTION



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2.2.3.2. Before a fire suppression system is installed or altered, plans showing full details of the proposed fire suppression system and essential details of the building in which it is to be installed shall be drawn to scale and submitted. **SUBMIT TO BPRevisions@edmonton.ca with cover letter PRIOR TO REQUESTING FINAL INSPECTION**

2.2.4.4. Structural drawings of parts or components including guards designed by a person other than the designer of the building shall be dated and shall bear the authorized **professional seal and signature** of the designer of such parts or components; **and submitted if requested as for calculations for structure itself per 2.2.4.5.**
SUBMIT TO BPRevisions@edmonton.ca with cover letter PRIOR TO REQUESTING FINAL INSPECTION

For more information, contact:

David Flanagan, Chief Technical Advisor

Email. david.flanagan@edmonton.ca