

A Safety Codes Officer will review your permit application for compliance with the National Building Code – 2019 Alberta Edition. Important information will be added where necessary. A permit will then be issued and forwarded to your mailing address.

Inspection of the basement must be requested at the following stages:

- Prior to installation of drywall/interior finishes.

Contact Building Inspection Services at 780-418-6601 at least 24 hours in advance.

It is the property owner's responsibility to obtain all required permits prior to commencement of the work and to ensure construction complies with the National Building Code – 2019 Alberta Edition.

GENERAL INFORMATION

Structural Changes

Where the foundation wall, floor structure or other supporting elements are modified, detailed information must be provided to confirm acceptable methods are used. The services of a professional engineer may be required in some cases.

Minimum Door Sizes Required:

Entry to basement	32" x 78" (810mm x 1980mm)
Furnace room	32" x 78" (810mm x 1980mm)
Bedroom	30" x 78" (760mm x 1980mm)
Bathroom	24" x 78" (610mm x 1980mm)

Smoke Alarms & CO Alarms

A smoke alarm is required on each floor level. Where bedrooms are developed, a smoke alarm must be located inside the bedroom and outside the bedroom within 5m (16 ft.) of the bedroom door, measured following corridors and doorways. Smoke alarms shall be installed on or near the ceiling.

Smoke alarms shall be installed with permanent connections to an electrical circuit and shall have no disconnect switch between the overcurrent device and the smoke alarm. Smoke alarms must have battery backup.

A carbon monoxide alarm conforming to CSA-6.19 must be installed inside or within 5m (16ft.) of the bedroom door(s) and be mechanically fixed at a height recommended by the manufacturer. Carbon monoxide alarms must be connected to the dwelling electrical system.

Windows

Opening windows are required in bedrooms to provide natural ventilation and a suitable means of exiting in an emergency. They must be openable from the inside without the use of tools or special knowledge. The minimum unobstructed opening area shall not be less than 3.77 sq.ft. (540 sq.in.) with no dimension less than 15". Where window wells are required, they must provide a minimum 30" clearance from the opening window.

WHERE TO APPLY

Permit applications may be submitted at:
 Planning & Engineering Department
 2nd Floor, St. Albert Place
 5 St. Anne St.
 St. Albert, AB T8N 3Z9
 Office Hours: 8:00 am - 5:00 pm

Permit payment may be made by cash, personal cheque, credit card or debit card.
 For more information, call **780-459-1654**.



BASEMENT DEVELOPMENT

INFORMATION ON HOW TO APPLY FOR A BUILDING PERMIT



Building Inspection Services

A building permit is required for development of a basement.



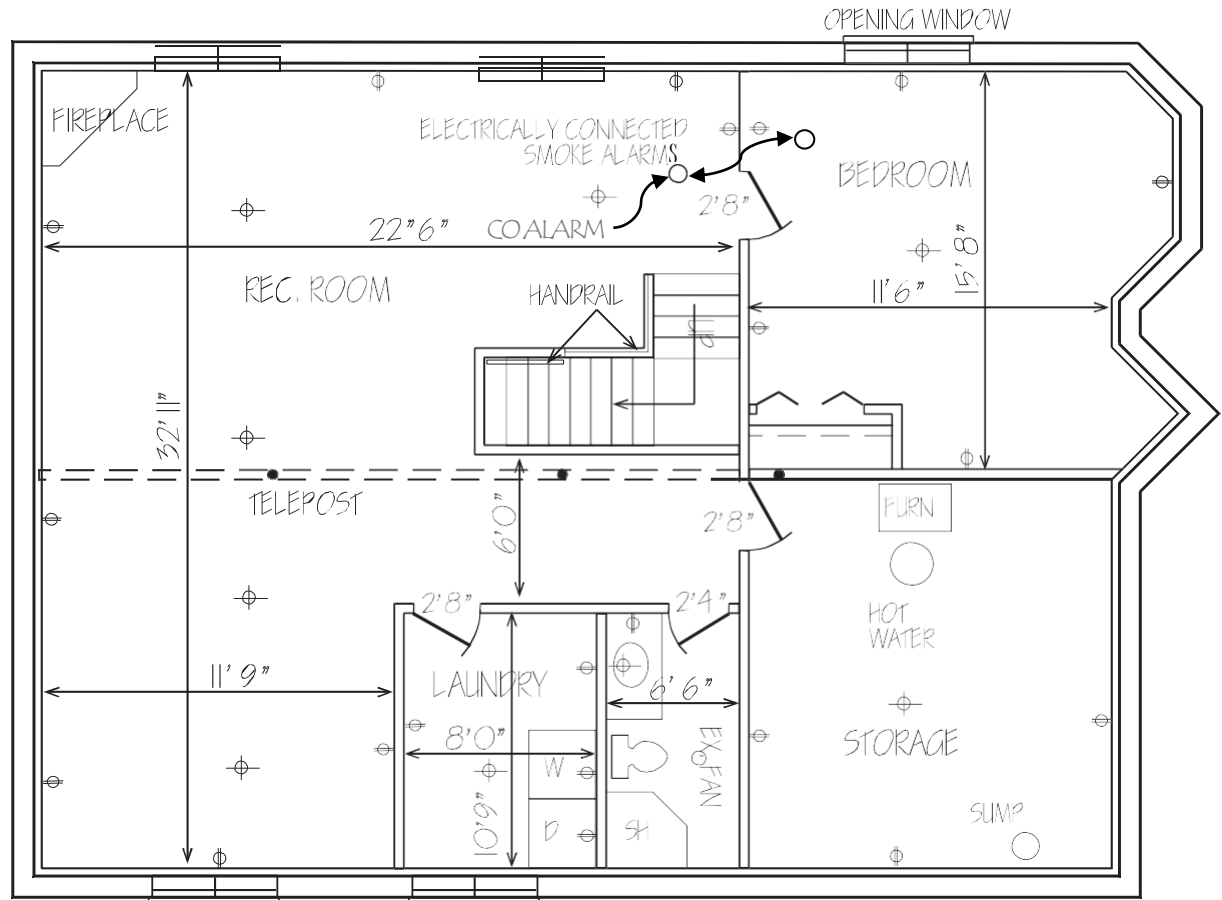
Additional information may be required by a Building Safety Codes Officer prior to issuance of a permit.

OTHER REQUIRED PERMITS

For Plumbing, Gas and Electrical Permits call 780-418-6601.

For further information regarding permit applications and the Alberta building regulations, please contact Building Inspection Services at 780-418-6601.

TYPICAL DRAWINGS REQUIRED



APPLICATION PROCEDURE

- Submit two copies of a floor plan (preferably scaled 1/4" = 1'-0").
- Floor plans should display details including room locations, room dimensions, door sizes, locations of stairs, opening windows, furnace, water heater, an electrically connected smoke alarm(s), light fixtures, bathroom fixtures and fireplaces.
- Complete a development permit application and submit the required permit fees. (see current fee schedule).

Note: Basement suites are permitted within the City of St. Albert, in certain land use districts with an approved Development Permit. Additional information may be required for development permit approval where kitchen facilities are to be installed.

BASEMENT DEVELOPMENT