



Town of Viking
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BUILDING PERMIT APPLICATION FORM

Application Date: DD / MMM / YYYY

Estimated Project Completion Date: DD / MMM / YYYY

Applicant Type: Homeowner Contractor

Cost of Installation (Labour & Material) \$ _____

The Permit Holder hereby certifies that this installation will be completed in accordance with the Alberta Safety Codes Act. A permit may expire if the undertaking to which it applies: (a) is not commenced within 90 days of issue of the permit, (b) is suspended or abandoned for a period of 120 days. An extension can be considered when applied for in writing prior to permit expiry date.

****2 Sets of plans / specifications & payment must accompany this application****

Owner Name: _____ **Mailing Address:** _____
 City: _____ Prov: _____ Postal Code: _____ Phone: _____ Fax: _____
 Cell: _____ Email: _____

Owner's Signature / Declaration (Single Family Residential Only)
 "I hereby declare I am the owner of the premises in which the work will be conducted, and reside or will reside on the property. I am doing the work myself, and assume responsibility for compliance with the applicable Act and Regulations"

Company Name: _____ **Mailing Address:** _____
 City: _____ Prov: _____ Postal Code: _____ Phone: _____ Fax: _____
 Cell: _____ Email: _____

 Contractor/Architect/Engineer Name Signature

Project Location in the Town of Viking: **Work:** not started in progress complete

Street Address: _____ Tax Roll #: _____
 Legal Subdivision: Part of: _____ Section: _____ Township: _____ Range: _____ West of: _____
 Subdivision Name: _____ Lot: _____ Block: _____ Plan: _____
 Directions: _____

| BUILDING TYPE: | TYPE OF WORK: | BUILDING USE: | BUILDING AREA IN SQ. FT.: |
|---|--|---|---|
| <input type="checkbox"/> Dwelling Unit | <input type="checkbox"/> New Construction | <input type="checkbox"/> Farm | Number of stories _____ |
| <input type="checkbox"/> Detached/Attached Garage | <input type="checkbox"/> Relocation | <input type="checkbox"/> Single/Multi Residential | Main area _____ |
| <input type="checkbox"/> Accessory Building | <input type="checkbox"/> Addition | <input type="checkbox"/> Commercial | 2 nd floor _____ |
| <input type="checkbox"/> Basement Development | <input type="checkbox"/> Renovation | <input type="checkbox"/> Industrial | Basement _____ |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Demolition | <input type="checkbox"/> Institutional | Garage _____ |
| <input type="checkbox"/> Wood Burning Stove/Fireplace | <input type="checkbox"/> Change of Occupancy | <input type="checkbox"/> Oil & Gas | Total Area _____ |
| Certification # _____ | <input type="checkbox"/> Manufactured Home* | <input type="checkbox"/> Other (specify) _____ | Deck _____ |
| <input type="checkbox"/> Foundation Type _____ | <input type="checkbox"/> Modular Home* | _____ | Basement developed at time of construction? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> Other (specify) _____ | *CSA # _____ | _____ | |
| | Development # _____ | | |

Description of Work: _____

Energy Compliance Method: Performance Trade-Off Prescriptive

*Manufactured Home – transportable in single or multiple sections; is ready for residential occupancy upon completion of setup.
 *Modular Home – assembled at site in sections; sections have no chassis, running gear nor its own wheels.

I the permit applicant understand and acknowledge the selected inspection stages will take place at my request. **Single family dwellings include one additional inspection stage with permit, which must be selected.**

FOUNDATION Accept Decline **FRAMING** Accept Decline **INSULATION** Accept Decline **HVAC** Accept Decline **FINAL*** Required Other: _____

_____ (Applicant Signature) **(Additional may be selected at \$110/Inspection (plus Levy))**

| | |
|--|--|
| <p>Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> C/C Agreement <input type="checkbox"/> Interac</p> <p>Permit Fee: \$ _____</p> <p>+ SCC Levy: \$ _____</p> <p>Total Cost: \$ _____ Receipt #: _____</p> <p>*\$4.50 or 4% of the permit fee maximum \$560.00</p> | <p align="center">TIGI OFFICE USE ONLY</p> <p>Issuing Officer's Name: _____</p> <p>Issuing Officer's Signature: _____</p> <p>Designation Number: _____</p> <p>Permit Issue Date: <u>DD / MMM / YYYY</u></p> |
|--|--|

PLEASE CONTACT THE INSPECTIONS GROUP INC. FOR INSPECTIONS ALLOWING 2 – 5 WORKING DAYS NOTICE & PROVIDE SAFE ACCESS.

The personal information provided as part of this application is collected under the Safety Codes Act and the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be used for 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 available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the Municipality.

BUILDING PERMIT FEE SCHEDULE

RESIDENTIAL/DWELLING UNITS/FARM

| | |
|--|------------------------------------|
| New Construction - Building Permit Levy (main level) | \$ 00.50 per sq. ft. + SCC levy |
| - Upper/Lower Floors | \$ 00.39 per sq. ft. + SCC levy |
| Additions/renovations/basement development | \$ 00.39 per sq. ft. + SCC levy |
| | \$ 100.00 (minimum fee) + SCC levy |

Accessory Buildings

| | |
|--|---------------------------------|
| Garages (attached or detached) (flat rate) (under 624 sq. ft.) | \$ 110.00 + SCC levy |
| Shops, garages, storage buildings (over 624 sq. ft.) | \$ 00.39 per sq. ft. + SCC levy |
| Decks or garden storage sheds (sheds under 150 sq. ft.) | \$ 95.00 + SCC levy |

| | |
|--|---------------------|
| Fireplaces (if not included in new construction) (flat rate) | \$95.00 + SCC levy |
| Demolitions Residential (flat rate) | \$95.00 + SCC levy |
| Geothermal Heating | \$250.00 + SCC levy |

COMMERCIAL/INDUSTRIAL/INSTITUTIONAL

| | |
|---|--|
| First \$1,000,000.00 construction value | \$ 6.25 per \$1,000 construction value + SCC levy |
| Over \$1,000,000.00 construction value | \$ 6,250.00 + (\$ 5.00 per \$1,000 construction value portions over \$1,000,000.00) + SCC levy |
| (Minimum Fee) | \$350.00 + SCC levy |
| Demolitions Commercial (flat rate) | \$160.00 + SCC levy |
| Sign (Pylon) | \$150.00 + SCC levy |

MOBILE AND MODULAR HOME

| | |
|---|--|
| Modular Home (RTM's, etc.) | \$ 350.00 + SCC levy |
| Basement Development | \$ 0.39 sq. ft. + SCC levy (min. \$150.00) |
| Mobile Homes Set-up | \$ 200.00 + SCC levy |
| Basement Development (if on foundation) | \$ 0.39 sq. ft. + SCC levy (min. \$150.00) |

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum Cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% of the permit fee where a drawing review or site inspection has been completed.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of a \$500.00 surcharge per permit.

Supplementary inspections and re-inspections performed in addition to those required under the Municipalities Joint Quality Management Plan will be charged to the permit applicant at the rate of \$110 per inspection (plus Levy)

Additional pre-authorized inspection services not covered under permit(s), and site investigations requested by the Municipalities, will be invoiced at the rate of \$75 per hour (minimum 2 hours) (plus GST).

Rush inspections for ALL disciplines will be charged as follows:

- 3 business days notice - \$250 (plus Levy)
- 2 business days notice - \$275 (plus Levy)
- 1 business days notice - \$350 (plus Levy)
 (payment must be made prior to inspection taking place)