

INSTRUCTIONS: MULTI-FAMILY DWELLING

Submission Requirements

All submissions to be electronic (PDF) with one hard copy.

A completed Muti-Family Dwelling package which includes:

1. A complete '**Commercial Building Permit Application Check Sheet**'
2. For 'Building Plans and Specifications' ensure the following information is provided as per the 2014 Alberta Building Code:
 - A. Energy efficiency compliance path
 - B. Floor Plans – Provide square footage for all floor levels, garages and decks.
 - Ensure plans indicate all door and window sizes
 - C. Trade off (when chosen) – Fenestration of window and door details
 - Opaque to opaque building assemblies
 - D. Insulation details – Rim joists, wall, roof, truss heel, foundation/slab, frost walls, cantilevers, tall wall (design details as wall), and for unconditioned spaces
 - E. Building elevations (unprotected openings shown as a % to building face), structural cross sectional details, wall, floor and roof construction details
3. A set of heat loss calculation that include (if required)
 - F. Room by room heat loss calculations
 - G. Size of furnace (BTU), HVAC system efficiency
 - H. Space cooling efficiency (ERR)
 - I. Service water heater efficiency, tank less water heater (ERR)

Please Note: You are only applying for a Building Permit. The project will also need the following permits:

- a. Electrical Permit
- b. Plumbing Permit
- c. Gas Permit
- d. Hydronic Heating Permit

Inspection Requirements:

By law, we must inspect the construction work at various stages:

1. Building
 - a. Foundation: Prior to backfill.
 - b. Framing: After all sub-trade "rough-in" work is completed, but BEFORE insulating.
 - c. Pre Drywall: After insulation and poly are complete.
 - d. Final Inspection: After all work is complete.
2. HVAC (included in Building Permit)
 - a. Final Inspection: After all work is complete.