



OFFICE OF COMMUNITY DEVELOPMENT

Application Requirements - NEW HOME BUILD

For building a new house you will need to acquire a **DEVELOPMENT PERMIT**. This permit is applied for, processed and administered through the Village office.

You will also be required to ensure that you take out the necessary safety codes inspection permits, such as a Building, Electrical, Gas & Heating and Plumbing. These permits may be taken out with a safety codes inspection agency of your choice. See the Inspection Agencies listing which is included in your packet.

Accompanying this form, you will need the following:

- a) Two copies of an engineered **Site plan**,
- b) An engineered **Drainage plan**, which adequately addresses all storm water requirements for the lot.
- c) Engineering done for the **sewer and water connection to the mainline**.
- d) Three copies of your house **Building plans**, which contain proper construction details and drawings.
- e) You will also require an Engineer or Surveyor to **mark out your building site** on your property, according to your approved site plan.

If you don't have one already, I recommend a local Raymond Engineer, Darin Wilde, of Wilde Brothers Engineering - 403.752.0180 (Darin understands fully all the above requirements.)

All of the above can be submitted to my office along with payment, the amount of which will be processed at the time your completed application is submitted.

Any further questions, please don't hesitate to contact me.

Kind Regards,

Kurtis Pratt

Chief Administrative Officer

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