

OTHER PERMITS

It is the property owner's responsibility to ensure all required permits (i.e. electrical, gas or plumbing) are obtained prior to commencement of the work.

APPLICATION FEES

Up to date development review and building permit application fees can be found under City of Chestermere's Fee Schedule, (Policy 643) at www.chestermere.ca.

WARNING! It is the responsibility of the applicant to ensure that the work being carried out does not contravene the requirements of restrictive covenants, caveats, or any other restrictions that are registered against the property.

NOTE:

Construction must begin within 90 days of the issuance of the building permit, and is valid for 1 year from the date of approval. Extensions may be applied for before the expiry date in the Planning & Growth Department at the City of Chestermere.

Contact us in person or by phone:

The City of Chestermere
Community Growth & Infrastructure
105 Marina Road
Chestermere, AB T1X 1V7
Telephone: 403-207-7075
Facsimile: 403-207-2817
Monday to Friday 8:30 AM – 4:30 PM

**Closed on Stat Holidays*

Call Before You Dig!
1-800-242-3447;
www.Alberta1call.com

DEVELOPING A RESIDENTIAL BASEMENT

City of Chestermere
Community Growth & Infrastructure



This pamphlet is published as a public information service. It has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect.

DEVELOPING A RESIDENTIAL BASEMENT

The City of Chestermere's *Land Use Bylaw 022-10*, as amended, establishes regulations for developing a residential basement. **Basements may not be developed for the purpose of creating additional dwelling units and shall not include a kitchen, containing but not limited to a stove, fridge, upper cupboards & sink (other than a bar sink).**

If you wish to add a kitchen in your basement, please complete a Secondary Suite permit application.

BUILDING PERMIT

A Building Permit is required for a basement development or any new construction outside the original foundation or a secondary suite and all constructions to conform to the Alberta Building Code 2014.

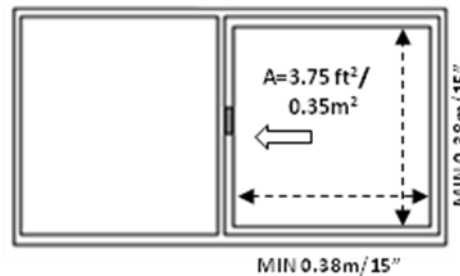
However, a Development Permit will be required for any work that extends outside of the foundation area or a Secondary Suite application.

PERMIT APPLICATION REQUIREMENTS

Please provide **three (3) copies** of the basement floor plans showing the following information:

- professional engineer review required for any structural changes
- all rooms must be labelled with dimensions of each room
- type of wall and ceiling construction
- location and size of all doors (furnace room door must be a minimum of 810mm/32")
- **locations and size of all windows, bedroom windows must meet BOTH requirements of a minimum openable dimension of at least 0.38m/15" AND a minimum openable area of 0.35m²/3.75ft².** See Figure 1

Figure 1. Basement Window Requirements for Bedrooms (Example Only)



- location of (gas/wood burning) fireplace
- location of bathroom fan
- location of smoke detector in each bedroom and carbon monoxide

detector within 5m of each bedroom. CO and smoke detectors must be interconnected with those in the principal residence

- additional information as requested by a Building Safety Codes Officer prior to the issuance of a permit
- should a bar sink and counter be requested, then a cross-section of that area is required showing details. No upper cupboards, stove, large fridge is allowed under a basement permit. *Please complete a secondary suite application.*
- perimeter foundation walls require not less than 1.4 (R-8) insulation from the top to at least 600mm (24") below finished ground level.

Figure 2. Basement Development Floor Plan (Example Only)

