

Contact the Planning & Growth  
D e p a r t m e n t office with  
questions prior to construction.

**Application Fees**

Up to date development and building  
permit application fees can be found:

Online: [www.chestermere.ca](http://www.chestermere.ca)

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 – 4:30PM

**DOCKS  
AND  
WATERCRAFT  
LIFTS**

***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.

# BUILDING A DOCK OR WATERCRAFT LIFT

The City of Chestermere's Land Use Bylaw 022-10, as amended, establishes regulations for dock/watercraft lift and the Alberta Building Code (current year) regulates the construction of docks.

## DEVELOPMENT PERMIT

A Development Permit from the Development Officer is required in building a dock.

Although a Development Permit is not required for water craft lifts or floating docks, the requirements under The Land Use Bylaw 022-10 as amended, are still applicable.

Please provide three (3) copies of a Real Property Report, to serve as a plot plan showing the following:

- legal description, municipal address
- dock size and location
- side and rear yard setbacks from dock to property line
- area percentage of lake lot
- area percentage of dock

## REQUIRED YARD SETBACKS

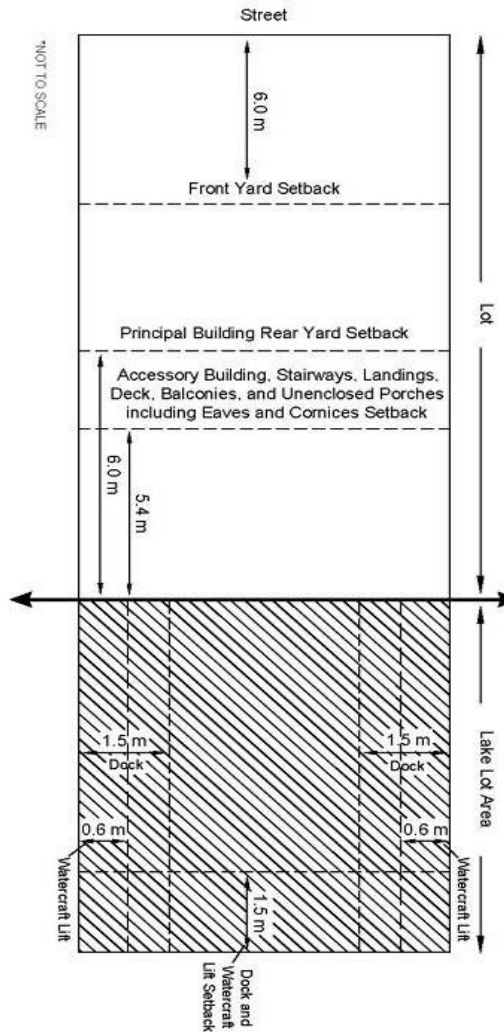
For **Residential Lakeshore District R1-L (please check district first)** in Chestermere, the required setbacks from the dock to the property line are:

- 1.5m rear yard
- 1.5m side yard

For watercraft lift, the following are the required setbacks:

- 1.5m rear yard
- 0.6m side yard

Please refer to Figure 1. Real Property Report (Plot Plan)



## MAXIMUM LOT COVERAGE

Docks have a maximum lot or site coverage of 25% of lake lot area.

## BUILDING PERMIT

Multi-level docks may be permitted provided that the levels or tiers are not located directly over top of each other

When applying for the building permit, please include the following information in your construction drawings (three copies are required):

- construction details
- materials to be used

Note: No treated wood or railroad ties are allowed under water. (Section 10.5.5 H of Land Use Bylaw, 022-10, as amended)

NOTE: The City of Chestermere has a designated Building Safety Codes Officer on staff for all permit reviews and inspections. Building specific questions related to docks or watercraft lifts should be directed to the City's Building Safety Codes Officer. You may also request for your building inspection, by sending an email to [inspections@chestermere.ca](mailto:inspections@chestermere.ca) after you have received your issued permit.

## HEIGHT REQUIREMENT

Watercraft lifts have a height restriction of 3m.



# DOCK PERMIT APPLICATION CHECKLIST AND INFORMATION SHEET

**Municipal Address:** \_\_\_\_\_

**Residential District:** \_\_\_\_\_ **Roll #:** \_\_\_\_\_

The information indicated on this sheet is the minimum that is required for Dock permit application. This form must be provided along with Dock construction drawings/mechanical details.

Although a Development Permit is not required for water craft lifts or floating docks, the requirements under The Land Use Bylaw 022-10 as amended, are still applicable.

DOCK BUILDING PERMIT	YES	NO	N/A
<b>APPLICATION REQUIREMENTS CHECKLIST:</b>			
Building Permit Application			
Development Permit Application			
Authorization letter if the applicant is not the registered owner			
Is the address and legal description correct?			
3 copies of Real Property Report to serve as a Plot Plan showing:			
a. Legal description and municipal address			
b. Dock and/or water craft lift location and dimensions			
c. Proposed distances from the property lines to the Dock and/or water craft lift			
d. Dock and/or water craft lift lake lot coverage (%) see formula below: 1. Dock sq ft- _____ 2. Lake Lot Area sq ft. - _____ % coverage- (answer 1/ answer 2) *100 = _____ (maximum of 25% of lake lot area for docks, including floating docks)			
e. Building height of water craft lift. (Maximum of 3.0m - measured from the maximum operating level of the lake of 1025.6 m to the apex of the watercraft lift.)			
3 copies of construction drawings/ pre-manufactured specification/manual			
<b>GENERAL DOCK &amp; WATER CRAFT LIFT SETBACK REQUIREMENTS</b>	<b>Rear</b>	<b>Side</b>	
Proposed yard set backs			
Required yard set backs	<ul style="list-style-type: none"> <li>1.5 m for watercraft lifts and docks</li> </ul>	<ul style="list-style-type: none"> <li>1.5 m for docks</li> <li>0.6 m for watercraft lifts</li> </ul>	

**IMPORTANT NOTICE:** By signing below, the applicant/landowner certifies that all the required documents listed above have been submitted as a complete Development and/or Building Permit application. The applicant/landowner is aware that the permit application will be returned as refused 40 days after the submission date of the permit, if the application is deemed incomplete by the reviewing Development Officer.

Signature of Applicant : \_\_\_\_\_ Date : \_\_\_\_\_

**FOIP Notification:** The personal information you provide on this form is being collected under the authority of Section 640(2) of the *Municipal Government Act* and Section 32(b) and 32(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provision of these acts. This information will be used to determine eligibility for a development permit and for enforcement of applicable laws and may be circulated to persons or authorities as necessary for the review process. If you have any questions about the collection of this information please contact the FOIP coordinator, 105 Marina Road, Chestermere Alberta T1X 1V7 (403) 207-7050

**APPLICATION FOR  
DEVELOPMENT PERMIT**

ROLL NO.
----------

I/We hereby make application under the provisions of the current Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application.

APPLICANT INFORMATION			COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF APPLICANT			NAME OF REGISTERED LAND OWNER		
ADDRESS			ADDRESS		
POSTAL CODE	TELEPHONE (Res)	(Bus.)	POSTAL CODE	TELEPHONE (Res)	(Bus.)
E-MAIL ADDRESS OF APPLICANT					

LAND INFORMATION									
Legal description of proposed development site:									
REGISTERED PLAN NO.	BLOCK	LOT	OR	QTR./L.S.	SEC.	TWP.	RG.	M.	

Civic Address of Proposed Development \_\_\_\_\_

Describe the existing use of the land: \_\_\_\_\_

Land Use Classification: \_\_\_\_\_

DEVELOPMENT INFORMATION			
Describe the proposed use of the land: _____			
Estimate the project:	COMMENCEMENT DATE	COMPLETION DATE	CONSTRUCTION COSTS \$

Attached is: (a) Site Plan:  Yes  No  N/A; (b) Floor Plan:  Yes  No  N/A

**DECLARATION**

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT.

DATE	SIGNATURE OF APPLICANT
DATE	SIGNATURE OF REGISTERED LAND OWNER

**NOTE:**  
Signature of Registered Land Owner required if different

FEES		
Development Permit Fee: \$ _____	Total Fee: \$ <table border="1"><tr><td> </td></tr></table>	
Advertising Fee: \$ _____		
Others: \$ _____		

GL 1-61-00-528-00

FOIP Notification: The personal information you provide on this form is being collected under the authority of Section 640(2) of the *Municipal Government Act* and Section 32(b) and 32(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provision of these acts. This information will be used to determine eligibility for a development permit and for enforcement of applicable laws and may be circulated to persons or authorities as necessary for the review process. If you have any questions about the collection of this information please contact the FOIP coordinator, 105 Marina Road, Chestermere Alberta T1X 1V7 (403) 207-7050

*Submission of a duly signed development permit application authorizes the Development Officer and/or designated City's employee to enter the property to carry out inspections necessary for this development.*



**BUILDING PERMIT APPLICATION**  
**COMMUNITY GROWTH & INFRASTRUCTURE**  
 105 Marina Road, Chestermere, Alberta T1X 1V7  
 Phone: 207-7075 Fax: 207-2817  
[www.chestermere.ca](http://www.chestermere.ca)

<b>DATE STAMP</b>
(Office use only)

Permit # _____	(Office use only)
----------------	-------------------

**THE BUILDING PERMIT FEE SHALL BE DOUBLED IF CONSTRUCTION (INCLUDING EXCAVATION) COMMENCES PRIOR TO THE ISSUANCE OF A BUILDING PERMIT.**

**MUNICIPAL ADDRESS:** \_\_\_\_\_ LOT \_\_\_\_\_, BLOCK \_\_\_\_\_, PLAN \_\_\_\_\_ ZONING \_\_\_\_\_

**TYPE OF DEVELOPMENT**    Residential    Industrial    Commercial    Institutional    Demolition    Other

IF RESIDENTIAL:    Single Family Dwelling    Semi-Detached Dwelling    Condo/Town    Showhome    Detached Garage    Deck/Stairs  
Basement Dev.    Renovation    Addition    Wood Burning Stove/Fireplace    Demolition    Secondary Suite    Other

IF COMMERCIAL:    New Building    Addition    CRU (Renovation)    CRU (New)    Application For Occupancy (AFO)

Name of Establishment: \_\_\_\_\_

**Note: COMMERCIAL PERMITS REQUIRE ALL NECESSARY SCHEDULES TO BE PROVIDED AS REQUIRED.**

Estimated Developed Floor Area \_\_\_\_\_ Estimated Cost of Construction \_\_\_\_\_

<b>Owner</b> _____	E-mail address _____
Address _____	City/Town _____ Postal Code _____
Cell _____	Home _____ Work _____

<b>Contractor</b> _____	E-mail address _____
Address _____	City/Town _____ Postal Code _____
Cell _____	Home _____ Work _____

<b>Applicant</b> _____	E-mail address _____
Address _____	City/Town _____ Postal Code _____
Cell _____	Home _____ Work _____

<b>PERMIT FEES</b>	
Development Review Fee	_____
Building Permit Fee	_____
Partial Building Permit Fee	_____
Safety Code Fee	_____
<b>Total:</b>	_____
Utility Service	_____
Performance Deposit	_____
Landscaping Deposit	_____
Other	_____
<b>Total:</b>	_____
<b>Grand Total:</b>	_____

**TERMS AND CONDITIONS:** This application form must be accompanied by a complete application package (checklist, plot plan, construction drawings, etc.) Notwithstanding, the owner is solely responsible for ensuring compliance with the current National Building Code—Alberta Edition, Building Code Bylaw #024-16, and the City of Chestermere Land Use Bylaw 022-10, as amended. Any contravention of either may result in penalties or other enforcement.

I/We hereby make application for Development Review and Building Permit under the provisions of the current Land Use Bylaw, in accordance with the plans and supporting information submitted herewith and form part of this application. By signing this application, I authorize the Safety Codes Officer and/or designated City employees to enter the property to carry out inspections necessary for this development.

**I/We hereby declare that the above information is, to the best of my/our knowledge, factual and correct.**

Signature of Owner \_\_\_\_\_ Signature of Applicant \_\_\_\_\_

**OFFICE USE ONLY:**     Letter of Authorization from Owner

OTHER PERMITS REQUIRED:    Electrical    Gas    Gas Air Test    Gas Fireplace    Plumbing    W&S    PSDS

Date Permit Issued: _____
Issued By: _____
<b>Building Inspector</b>
Designation #: _____



**BUILDING PERMIT #** \_\_\_\_\_

LOCATION ADDRESS		
LOT	BLOCK	PLAN

<b>Residential Cost Estimate – New Homes</b>						
Note: This cost estimate is based on average construction costs to determine the minimum estimated cost for the purpose of permit application						
Item	Area/Quantity	X	Rate	=	Cost	
Developed Area	Single Detached	sq. ft.	X	\$145.90	=	\$
	Semi Detached/Duplex	sq. ft.	X	\$145.90	=	\$
Basement Development	sq. ft.	X	\$34.36	=	\$	
Fireplace	Gas	Number of unit:	X	\$4,384.00	=	\$
	Wood Burning	Number of unit:	X	\$4,384.00	=	\$
Garages (Attached) <small>NOTE: Detached Garages requires a separate building permit</small>	sq. ft.	X	\$47.43	=	\$	
Carport	sq. ft.	X	\$34.36	=	\$	
Dock	sq. ft.	X	\$22.32	=	\$	
Deck or Balcony	sq. ft.	X	\$23.32	=	\$	
Porch or Covered Balcony	sq. ft.	X	\$34.36	=	\$	
Secondary Suite <small>(cost to build/construct the suite)</small>					=	\$
Others <small>(specify – ex. Pool, Hot Tub, Structural changes, Safety or Health)</small>					=	\$
<b>Total Estimated Construction Cost</b>					=	\$

<b>Permit Fee Calculation</b>						
Total Estimated Construction Cost <small>Round up to the next hundred</small>	\$	x \$9.93	÷ \$1000	=	\$	
Partial Permit	\$95.00			=	\$	
Post and Pad	\$150.00			=	\$	
<b>Sub Total</b>				=	\$	
Safety Codes Council Fee	4% of permit cost <small>(minimum of \$4.50 up to a maximum of \$560.00)</small>			=	\$	
<b>Total Building Permit Fee</b>					=	\$



# CHESTERMERE

## COMMUNITY GROWTH & INFRASTRUCTURE

105 Marina Road Chestermere, Alberta T1X 1V7

Telephone: (403) 207-7075 Fax: (403) 207-2817

### When to request for a Building Inspection

TYPE OF PROJECT	PROJECT VALUE \$	MINIMUM # OF INSPECTIONS	INSPECTION STAGE
Single Family Dwelling New Home		3	<b>1. FOUNDATION</b> – prior to backfill <b>2. FRAMING</b> – completed electrical and plumbing rough-ins prior to covering up with insulation and vapour barrier. Ensure fan housing is connected to bathroom vent pipe and sealed. <b>3. FINAL COMPLETION</b>
Basement Development		2	<b>1. FRAMING</b> – completed electrical and plumbing rough-ins prior to covering up with insulation and vapour barrier. Ensure fan housing is connected to bathroom vent pipe and sealed. <b>2. FINAL COMPLETION</b>
Addition		2-3	<b>1. FOUNDATION</b> – prior to backfill <b>2. FRAMING</b> – completed electrical and plumbing rough-ins prior to covering up with insulation and vapour barrier. Ensure fan housing is connected to vent bathroom vent pipe and sealed. <b>3. FINAL COMPLETION</b>
Detached Garages/Accessory Buildings		at least 1	At the discretion of the Building Safety Codes Officer
Decks		at least 1	<b>Final completion</b>
Solid or Liquid Fuelled Heating Appliances – wood stove, fireplace, etc. (under separate permit)		At least 1	<b>Prior to covering</b> If the house is existing, framing AND final inspections have to be done.
Demolition		1	At the discretion of the Building Safety Codes Officer
Institutions, Commercial, Industrial, Multi-Family	Over \$20,000	at least 2	<b>1. Complete foundation</b> (prior to backfill) OR HVAC rough-in OR <b>2. Framing</b> , structure (prior to insulation and vapour barrier) AND <b>3. Final</b> , including HVAC completion

**INSPECTION REQUEST PROCESS:** Note: A copy of your Building Permit (or placard) is to be posted on the job site and should be visible at all times.

- No issued permit, no inspection.
- A minimum of 48 hours notice is required at all times.
- All requests should be done through email. Please send Inspection email requests at [inspections@chestermere.ca](mailto:inspections@chestermere.ca)
- Please check our website [www.chestermere.ca](http://www.chestermere.ca) for the updated schedule of inspections; schedules might change without prior notice.
- Additional fees may be charged for any re-inspections beyond the required inspection due to deficiencies or missing documents.
- All inspections will be refused on any lots that are not clearly addressed at all times during the build. A fine of \$100.00 will be assessed for the inspection resulted to “No Entry” and must be remitted prior to re-inspection.