

ADDITIONS TO RESIDENCE

When you need a permit

If you are building an addition to your home, you will need permits. As the homeowner, you are responsible for getting all required permits.

Learn where to purchase a permit in your area.

Check with your municipality to find out what permits you need and about the zoning and development bylaws in your area. Some restrictions may apply. Make sure you get your permits before starting your project.

Required plans information

You must submit plans with your building permit application to your municipality or permit provider before starting construction. The plans may include any combination or all of the following:

- site plan
- foundation (basement) plan
- floor plans
- elevations
- cross-sections

Details are important

You will need to provide enough detail about your existing home and proposed addition so that the municipality or permit provider can understand how they will align. Design details must be submitted in the form of application to the municipality or permit provider in order for a building permit to be issued.

Site plan

Site plans must:

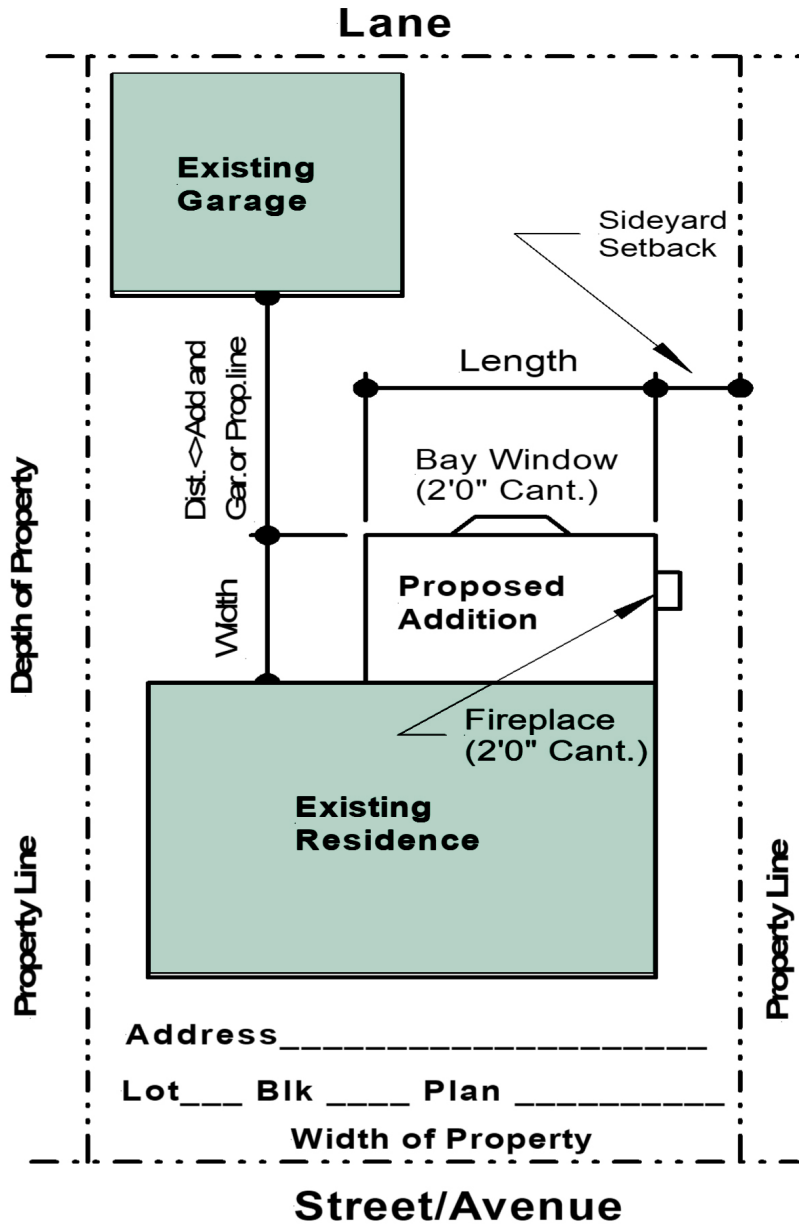
- show north arrow and indicate the size of the property by proper dimensions
- show the location of the existing building and the proposed addition by dimensioning to property lines
- show roadway access



SAFETY TIPS

ADDITIONS TO RESIDENCE

Sample site plan



Foundation (basement) plan

When submitting a foundation plan, you must include full construction details of the proposed foundation. Foundation types may include any of the following:

- slab on grade,
- grade beam,
- metal screw piles,
- concrete piers,
- conventional foundation wall and footing,
- ICF (insulated concrete forms), or
- preserved wood foundation



SAFETY TIPS

ADDITIONS TO RESIDENCE

Floor plan

Floor plans must:

- indicate the use and size of rooms and spaces
- use proper dimensions
- provide floor layout and construction details
- show window and door opening locations and sizes
- include details of all structural elements

Elevations

Elevations plans must:

- show the slope of the roof (pitch)
- describe the exterior cladding material
- indicate window and door locations
- include the size of any window openings

Cross-sections

Cross-section drawings must:

- show the slope of the roof (pitch)
- provide roof system details, and indicate material used such as the type of shingles/shakes, etc.
- show details for wall and floor systems
- provide foundation details, such as the depth of the foundation and the height of the foundation wall above grade

Design professionals

You may need the help of a registered architectural or engineering professional, including authorized technologists, for more complex designs.

Professionals are required to provide you with stamped drawings, which you will submit with your building permit application. The professional is responsible for field review of the engineered portion of the construction.

For example, conventional foundations built with concrete foundation walls and strip footings do not require professional involvement, while more complex designs for foundations may require to be designed by a professional.

The use of a preserved-wood foundation system should be discussed with the municipality or permit provider in your area, as it may require to be designed by a professional.



SAFETY TIPS

ADDITIONS TO RESIDENCE

The registered professional is responsible for making sure their work meets the requirements of the Safety Codes Act.

The owner is responsible to see that professionals are used where they are required by the National Building Code – Alberta Edition and the Safety Codes Act. If unsure, contact the municipality or permit provider.

Additions to manufactured homes

Manufactured homes are pre-engineered and include the roof trusses, wall and floor system. Placing an addition on a manufactured home may alter engineered components and require professional involvement in the design.

Contact

Community and Technical Support branch of Municipal Affairs:

Hours: 8:15 am to 4:30 pm (open Monday to Friday, closed statutory holidays)

Toll free: 1-866-421-6929

Email: safety.services@gov.ab.ca

Safety Codes Council:

Toll free: 1-888-413-0099 (within Alberta)

Email: scinfo@safetycodes.ab.ca

Web: safetycodes.ab.ca

Alberta Safety Codes Authority:

Toll free: 1-888-413-0099 (within Alberta)

Email: askasca@safetycodes.ab.ca

Related

- [Building, construction and development permits](#)
- [Click before you dig – Alberta One Call](#)
- [Hiring a contractor](#)

