

Additions to a residence

What you need
to know.



I plan to build an addition to my home. Do I need a Building Permit?

A Building Permit is required for additions to a residence including attached garages and carports. If you are building an addition for the purpose of developing a secondary suite, please refer to the brochure called *Secondary Suites*.

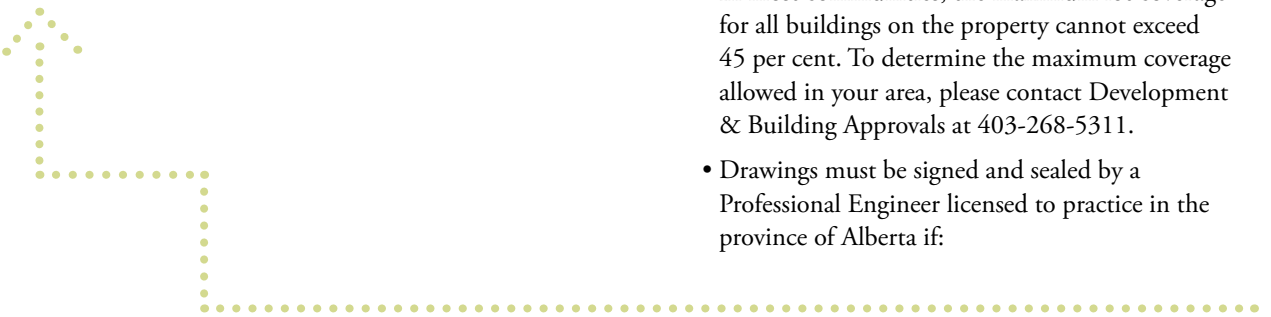
Other permits that may be required:

- Before applying for a Building Permit, it may be necessary to obtain a Development Permit. For more information, please contact Development & Building Approvals at 403-268-5311.
- Electrical, Plumbing, Gas, HVAC (Heating, Ventilation, Air Conditioning).

Please note: 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 registered against the property.

Where do I apply?

Applications are accepted in person only. The Development & Building Approvals customer service counter is located on the third floor of the Calgary Municipal Building, 800 Macleod Tr. SE.



What do I need to bring?

Your application must be accompanied by:

- Two copies of a Site Plan for the property.
- Two sets of Building Plans.
- The names of any contractors who will be working on your project. Note: Contractors are required to hold a valid City of Calgary business licence. It is recommended that you call 3-1-1 before you hire a contractor to confirm their licence status.
- Fees - Application fees vary. For more information call 403-268-5311.

When will I get my permit?

A Building Permit application for an addition to a residence can be processed in one week provided your application is complete and complies with The City of Calgary Land Use Bylaw and the Alberta Building Code. More time may be required during peak periods such as the spring and summer months.

What are the rules and safety standards for additions?

Some of the bylaw, code requirements and other considerations for additions to a residence are:

- In most communities, the maximum lot coverage for all buildings on the property cannot exceed 45 per cent. To determine the maximum coverage allowed in your area, please contact Development & Building Approvals at 403-268-5311.
- Drawings must be signed and sealed by a Professional Engineer licensed to practice in the province of Alberta if:

- A pile and grade beam foundation system is used.
- A non-engineered truss system is used.
- A preserved wood foundation (PWF) system is used (PWF forms, available at the Development & Building Approvals customer service counter, must also be completed).
- Structural details not covered by the Alberta Building Code may also require the seal and signature of a Professional Engineer.

Please note: The above is not a complete list of requirements. For more detail on the specific rules applicable to your property, please contact Development & Building Approvals at 403-268-5311.

What is a Site Plan?

A Site Plan is a “bird’s-eye view” drawing of your property that clearly shows the layout and dimensions of:

- The lot and all existing and proposed buildings and structures, including cantilevers.
- All abutting streets, avenues, lanes and adjoining properties.
- Easements and utility rights-of-way.

You may prepare your own Site Plan, drawn to a scale of not less than 1”=20’ or 1:200 in metric, although a recent survey certificate is preferred. Your drawings must be fully dimensioned and will be accepted in metric or imperial, but not a combination of both. The following information must be clearly labeled on your drawings:

- north arrow
- the street address
- the site’s legal description

What are Building Plans?

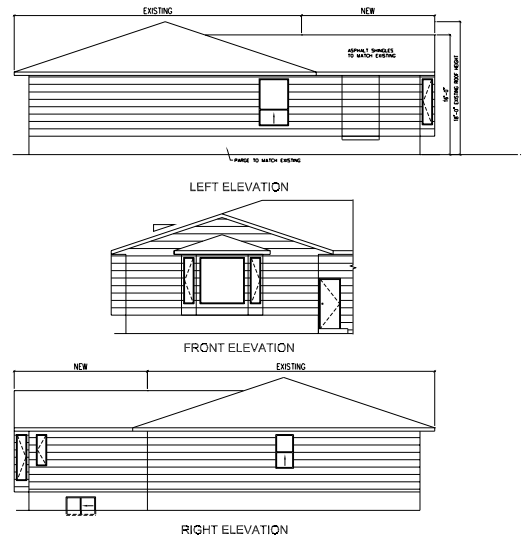
Building Plans are working drawings of proposed construction. For additions to a residence you must submit a foundation (basement) plan, floor plan, structural cross section and elevations, clearly labeled with the information detailed on the following sample plans.

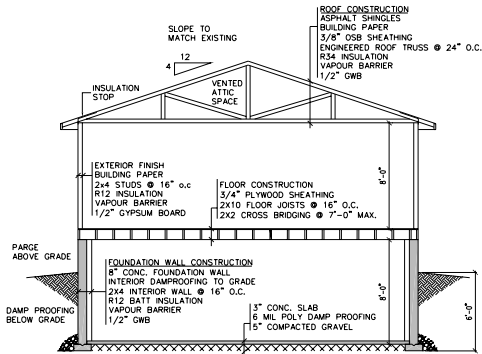
Plans must be drawn to scale, preferably ¼”=1’ or 1:50 in metric (the accepted minimum scale is 3/16”=1’) and will be accepted in metric or imperial, but not a combination of both.

Why am I required to submit plans?

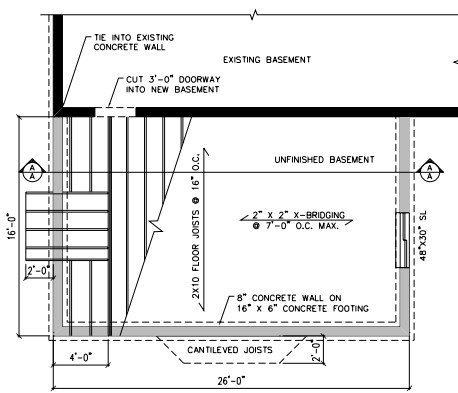
Plans are examined as part of the approval process to ensure the proposed construction complies with the rules outlined in The City of Calgary Land Use Bylaw and with the safety standards specified in the Alberta Building Code.

Please note: The following sample plans are NOT scaled appropriately for an actual building permit application, but are provided for your reference.

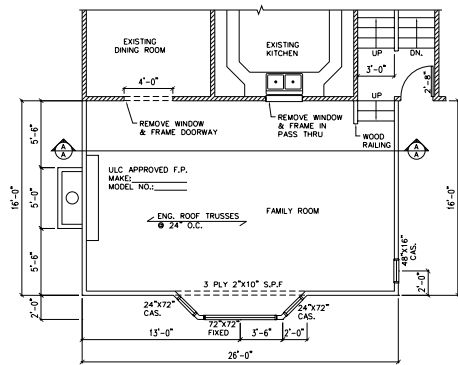




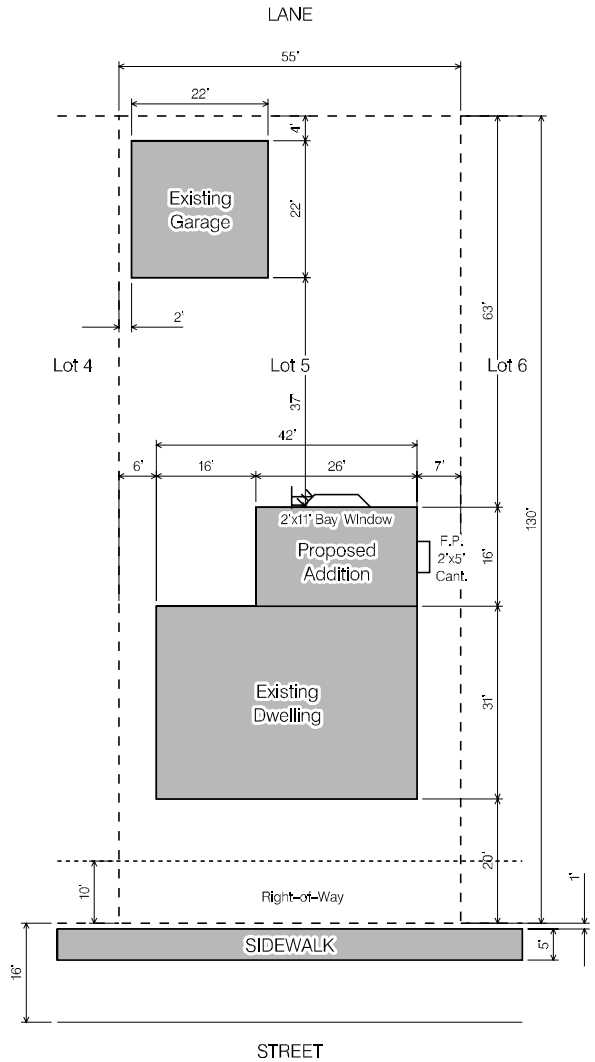
CROSS SECTION A-A



FOUNDATION PLAN



FLOOR PLAN (444 SQ. FT.)



House Area	=	1302 sq. ft.
Garage Area	=	484 sq. ft.
Addition Area (incl. F.P. and Bay Window)	=	444 sq. ft.
Total Area	=	2230 sq. ft.
Lot Area	=	7150 sq. ft.
% Coverage	=	31.2 %

For more information:

Monday to Friday, 8 a.m. to 4:30 p.m.

In person:

The City of Calgary
Development & Building Approvals
Customer Service Counter
Third Floor, Calgary Municipal Building
800 Macleod Tr. S.E.
Calgary, Alberta T2P 2M5

By phone:

403-268-5311

Online:

calgary.ca/dba



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Brochures are updated periodically.
Contact Development & Building Approvals to determine if you have the most recent edition.



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