

General Information

Development & building permits

Permit requirements
for common home
renovation projects.

For more information contact:

The City of Calgary

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

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



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Brochures are updated periodically. Contact the Planning Services Support Centre to determine if you have the most recent edition.

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THE CITY OF
CALGARY
DEVELOPMENT &
BUILDING APPROVALS

This brochure provides an overview of The City of Calgary Development & Building permits that may be required for common home renovation projects.

What do you need to consider when planning a home renovation?

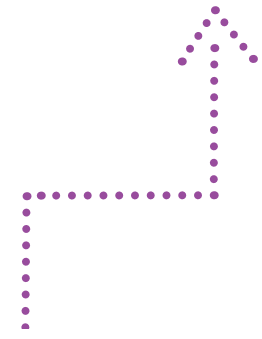
Whether you're building a fence, finishing your basement, constructing an addition, or perhaps converting the space above your garage to a secondary suite or home office, there are TWO considerations for which permits may be required:

Is the development allowed?

Your project must comply with the land use district (zoning) rules for your property. These rules regulate such considerations as height, parcel (lot) coverage, the number of dwelling units permitted, etc. Depending on your project and where your property is located, you may be required to obtain a Development Permit. As well, if your development involves conducting business operations out of your home, you will need a Home Occupation Permit and may also require a Business Licence.

If allowed, how do you ensure it is built safely?

The work must be carried out in compliance with the Alberta Building Code. Depending on the scope of your project, you may require a Building Permit. In some cases, homeowners are allowed to install their own electrical and plumbing. However, gas, heating, and ventilation work must be performed by licensed tradespersons.



Do you need a Development Permit?

A Development Permit is generally required for new construction or if you are changing the use of an existing building. This includes:

- Some additions and some new homes (depending on where you're located).
- Fences that exceed the height restriction for your land use district.
- Retaining walls one metre in height and higher.
- Adding a secondary suite to your residence.
- Any development, such as retaining walls, fences, decks, and additions, if your home is located near a river.

Provided your proposed renovations meet all the rules of the Land Use Bylaw, a Development Permit is NOT required for:

- Fences, decks, detached garages and carports.
- Some new construction and some additions to single and two unit residences (including attached garages and carports).
- Interior renovations to a residence, UNLESS it involves adding a secondary suite.

Do you need a Building Permit?

A Building Permit is required to build a new building or structure or to demolish, relocate, repair, alter or make additions to an existing building or structure. This includes:

- Basement development.
- Retaining walls that exceed 1.2 metres in height.
- Decks that are more than 600 mm above grade at any point.
- Detached garages and carports.
- Factory-built (metal) wood burning fireplaces and stoves.
- Swimming pools, hot tubs, some ponds (water features).
- Secondary suites.

A Building Permit is NOT required for:

- Fences.
- Retaining walls less than 1.2 metres.
- Swimming pools, hot tubs and ponds that are not capable of holding more than 600 mm of water.
- Painting, decorating and general maintenance.
- Minor repairs using similar or same materials for maintenance unless the changes involve electrical or mechanical work.
- Accessory buildings that are not greater than 10 square metres in area and are not habitable.

The Development Permit application process

1. Property owner or owner's agent submits application. For a complete application requirement checklist, go to calgary.ca/dba, phone 403-268-5311 or visit Development & Building Approvals customer service counter.
2. City planning staff review the application and reach a decision:
 - Ensuring that the Land Use Bylaw rules are met and, if not, assesses the merit of relaxing the rules or adding conditions to the approval.
 - Evaluating the impact on neighbouring properties, which may include posting a notice on the property to inform and offer affected parties an opportunity to comment.

Note: Applications for larger or more complex developments are referred to the Calgary Planning Commission.



3. The approved Development Permit is advertised in local newspapers to allow for appeals. Appeals are administered by the Subdivision and Development Appeal Board (SDAB). For more information about the SDAB, please visit calgary.ca/sdab.
4. Provided that appeals (if any) are resolved, the approved Development Permit is released.
5. A Development Completion Inspection may be required to ensure all the requirements of the Development Permit have been met and the construction reflects the approved plans
 - If deficiencies are found, the deficiencies must be corrected.
 - If no deficiencies are found, a Development Completion Permit is issued.

4. Safety Code Inspections are conducted to ensure the work meets code requirements
 - If problems are found, the deficiencies must be corrected.
 - If no problems are found, the inspection passes.

Further information

If you require further information, please visit the Development & Building Approvals customer service counter, located on the third floor of the Municipal Building at 800 Macleod Tr. S.E.

We can be reached at:
403-268-5311 or online at calgary.ca/dba

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The Building Permit application process

1. The property owner or owner's agent submits an application along with Building Plans and Site Plans of the property. For the complete list of application requirements, please refer to the following project-specific brochures:
 - Additions
 - Secondary suites
 - Decks
 - Basement development
 - Detached garages & carports
 - Fireplaces & stoves
2. The application is reviewed and the plans are carefully examined to ensure they meet the requirements of the Alberta Building Code and the Calgary Land Use Bylaw.
3. The Building Permit is issued. Construction must commence within 90 days of issuance of the permit.

