

For Office Use Only – Credit Card Authorization

PAYMENT AMOUNT: _____

Card Holder: _____

Card #: _____

Expiry Date: _____ CSV # (3 digit # on back of credit card) _____

Signature: _____

Please note that permits will not be processed until payment is received.

The application can be dropped off at our office, emailed to safetycodes@parklandcounty.com, mailed/couriered or via faxed to 780-968-3225.

Checklist

Basement Development

A basement development permit is needed if developing bedrooms, bathrooms or if the renovations will involve changing any load bearing walls.

- Complete Building Permit Application Form
- Complete Floor Plan, including:
 - Dimensions of all rooms and their purpose (i.e: games room, bedroom, furnace room, laundry room, etc.).
 - Location and description of all fixed equipment (i.e: sinks, bathtubs, etc.).
 - Location of all smoke and carbon monoxide alarming.
 - Bedroom window size and how it opens including; size of the open area.