

Building Permit Application
WOODSTOVE or FIREPLACE
(including Pellet & Coal Stoves)



Phone: (780) 968-8443
Fax: (780) 968-3225
Toll Free: 1-888-880-0858
Email: preceptionist@parklandcounty.com

DP # Not Required DP Appeal Deadline n/a Division No. _____ Roll # _____

Applicant: _____ Phone: _____ Cell: _____
Address: _____ City: _____ Postal Code: _____
Fax: _____ E-mail: _____

Property Owner: _____ Phone: _____ Cell: _____
Address: _____ City: _____ Postal Code: _____
Fax: _____ E-mail: _____

Contractor: _____ Phone: _____ Cell: _____
Address: _____ City: _____ Postal Code: _____
Fax: _____ E-mail: _____

Please check one of the following:

Woodstove Fireplace Pellet Stove Coal Stove Construction Value \$ _____

Make/Model: _____ Serial No. (ULC code or Warnock Hershey) _____

Municipal Address (if applicable): _____

Legal: W. of: _____ Meridian Range: _____ Twp: _____ Section: _____ Quarter: _____

Subdivision Name (if applicable): _____ Plan: _____ Block: _____ Lot: _____

Applicant Name (please print) Applicant Signature Date

Plans Reviewed: _____
Permit # Issued: _____
Issued By: _____
Designation No: _____
Signed: _____
Conditional on meeting requirements of Plans Examination and Alberta Building Code 2014.

Permit Fee: \$ _____
Safety Codes Fee: \$ _____
(4% of Permit Fee or \$4.50 Min.)

TOTAL FEES: \$ _____

Payment Information Cash Cheque Visa M/C

Receipt No. _____

The information collected on this document will be used for the purposes allowed under the authority of the *Municipal Government Act*. The personal information that you provide may be made public, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. Questions regarding the collection and use of this information can be directed to the Freedom of Information and Protection of Privacy Coordinator for Parkland County, 53109A HWY 779, Parkland County, Alberta T7Z 1R1 (780-968-3229).

For Office Use Only – Credit Card Authorization

PAYMENT AMOUNT: _____

Card Holder: _____

Card No: _____

Expiry Date: _____

Signature: _____

Please note that if you are remitting a payment with a credit card number, the application cannot be submitted by email to ensure security of your credit card information. Alternatively, you could remit by email WITHOUT the credit card information and include contact information for payment, but be aware that permits will not be processed until payment is received.

The application can be dropped off at our office, mail/couriered or remitted via fax at 780-968-3225.

Checklist
Woodstove / Fireplace / Pellet Stove / Coal Stove

- Complete Building Permit Application Form
- Floor Plan indicating where the “stove/fireplace” will be situated
 - indicate on floor plan what type of non-combustible surface the stove will be placed upon.
- Stove specifications
- Manufacturer’s installation instructions

NOTE: An appliance installed in a mobile home must be certified for such an installation.