



CHESTERMERE

Electrical Permit Application

DATE RECEIVED STAMP
(office use only)

Applicant Type: ☐ Homeowner ☐ Contractor

The Permit Holder hereby certifies that this installation will be completed in accordance with the Alberta Safety Codes Act. A permit may expire if the undertaking to which it applies: (a) is not commenced within 90 days of issue of the permit, (b) is suspended or abandoned for a period of 120 days. An extension can be considered when applied for in writing prior to permit expiry date.

The permit applicant acknowledges that refunds and permit extension requests will be subject to approval.

Owner Name: _____ Mailing Address: _____
City: _____ Province: _____ Postal Code: _____ Phone: _____
Cell: _____ Email: _____

Owner's Signature / Declaration (for residential dwellings only) "I hereby declare I am the owner of the premises in which the work will be conducted and reside or will reside on the property. I am doing the work myself and assume responsibility for compliance with the applicable Act and Regulation. _____"

Contractor Company Name: _____ Mailing Address: _____
City: _____ Province: _____ Postal Code: _____ Phone: _____
Cell: _____ Email: _____

Master Electrician Name

Master Electrician Number

Master Electrician Signature

Project Location in the City of Chestermere:

Municipal Address: _____ Lot _____ Block _____ Plan _____

Description of Work: _____ Total Developed Area: _____ sq ft.

Is the basement included on your scope of work? ☐ Yes; indicate rooms: _____ ☐ No

Value of Labor and Materials (electrical work only): \$ _____

BUILDING TYPE:

- ☐ Single/Semi Detached Dwelling
- ☐ Multi-Family Dwelling
- ☐ Commercial
- ☐ Institutional
- ☐ Industrial
- ☐ Other: _____

TYPE OF WORK:

- ☐ New Work ☐ ** AC Unit _____
- ☐ Renovation (qty, make & model)
- ☐ Connection ☐ ** Solar Panel
- ☐ Temporary Service
- ☐ Other: _____
- ☐ Annual Permit

** Project info sheet required- submit w/ application

SERVICE INFORMATION:

Supply Service Required? ☐ Yes ☐ No

Type of Supply Service: ☐ Overhead
☐ Underground

Service Information: Amps: _____

Volts: _____

Phase: _____

Payment Type: ☐ Cash ☐ Cheque ☐ Credit Card ☐ Debit ☐ Invoice

Permit Fee: \$ _____ + *SCC Levy: \$ _____ = Total Permit Fee: \$ _____

*\$4.50 or 4% of the permit fee maximum \$560.00

** Payment is required before the permit can be issued. Complete and submit the credit card authorization and consent form if you authorize the City of Chestermere to charge the credit card for the fees associated to this permit, otherwise, you will receive a call or an email from the City requesting for payment.

All Safety Codes Inspection Requests must be sent to inspections@chestermere.ca. To find out the updated schedule of inspection, please go to our website at www.chestermere.ca.

ATIA/POPA Notification: The personal information you provide on this form is being collected under the authority of Section 640(2) of the Municipal Government Act and Section 34 of the Access to Information Act (ATIA) and Protection of Privacy Act (POPA) and is protected by the privacy provision of these acts. This information will be used to determine eligibility for a development/building permit and for enforcement of applicable laws and may be circulated to persons or authorities as necessary for the review process. If you have questions about the collection of this information, please contact the ATIA/POPA Coordinator at atia@chestermere.ca or in person at 105 Marina Road, Chestermere, Alberta T1X 1V7 (403) 207-7050.



Project Information Form for Air Conditioning Units

Project Location in the City of Chestermere:

Municipal Address: _____ Lot _____ Block _____ Plan _____

Submission Checklist

☐ Electrical Permit Application Form

Proposed Location of AC Unit on the lot: ☐ Side Yard ☐ Rear Yard

General Regulations:

I, _____, the owner/owner's representative understands and confirms that the proposed Air Conditioning Unit will only project a maximum of 1.0 meter into the minimum setback area for the land use zone of the property.

I confirm that the Air Conditioning Unit will not be built on top of an easement.

I confirm that I understand the City of Chestermere Land Use Bylaw General Regulations for Air Conditioning Units and I accept sole responsibility for ensuring compliance with the City of Chestermere Land Use Bylaw, the current National Building Code—Alberta Edition 2023 & the Safety Codes Act. Any contravention of applicable legislation, specified herein or otherwise, may result in penalties or other enforcement.

I/We hereby declare that the above information is, to the best of my/our knowledge, factual and correct.

Signature: _____ Date: _____



CHESTERMERE

Credit Card Authorization and Consent Form

I, _____ hereby authorize The City of Chestermere to charge my credit card for the fees associated with the application for:

Project Description: _____

at

Address: _____

☐ Development Review/Permit

☐ PSDS Permit

☐ Partial and/or full Building Permit

☐ HVAC Permit

☐ Electrical Permit

☐ Advertising Fee/Admin Fee

☐ Gas Permit

☐ WS Connection Fee

☐ Plumbing Permit

☐ Additional Inspection Fees:

☐ Other Fee: _____

☐ For Office Use only, See attached breakdown (page 2)

Type of Card:

☐ Visa

☐ Master Card

Credit Card Number: _____

CVV: _____

Expiration Date: _____

Name of Cardholder: _____

By signing this, I acknowledge that the amount/charges associated with the permit release for the project noted above will be sent via a separate email from the City of Chestermere. I assume full responsibility for said charges and agree to honor and abide by the terms of payment.

I understand that the City of Chestermere will only process credit card payments amounting to less than \$2,500 per transaction. Fees amounting to more than \$2,500.00 will be settled by other methods of payment.

Cardholder Signature:

The personal information on this Credit Card Authorization form is collected for the purpose of processing payments. This information is being collected under the authority of Section 640(2) of the Municipal Government Act and Section 34 of the Access to Information Act (ATIA) and Protection of Privacy Act (POPA).