

Retaining Wall (continuation)

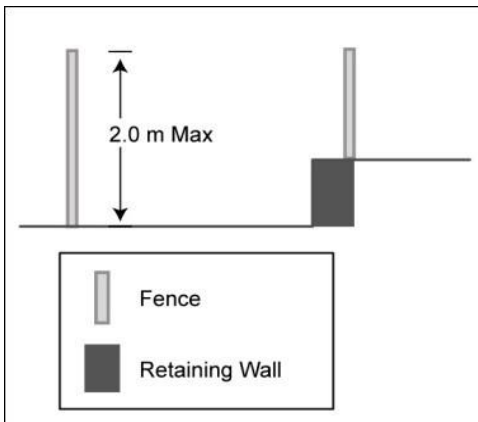
Retaining walls equal to or higher than 1.2m in height may be allowed as a Discretionary Use for which an application for a Development Permit must be made. Such retaining walls shall be designed by a professional engineer. The landowner shall provide to the municipality the design bearing the seal and signature of a professional engineer.

A Development Permit is required for retaining walls abutting Chestermere Lake in all lots located in the Residential Lakeshore District (RL).

No retaining walls shall be allowed in the Lake Lot areas.

In residential areas in cases where a **fence is constructed on top of a retaining wall**, the combined height of the fence and retaining wall shall not exceed 2.0m as illustrated in figure 3.

Figure 3. Retaining Wall and Fence



WARNING! 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 that are registered against the property.

NOTE:

Construction must begin within 90 days of the issuance of the building permit, and is valid for 1 year from the date of approval. Extensions may be applied for before the expiry date in the Planning & Growth Department at the City of Chestermere.

APPLICATION FEES

Up to date development review and building permit application fees can be found under City of Chestermere's Fee Schedule, (Policy 643) at www.chestermere.ca.

Contact us in person or by phone:

The City of Chestermere

Community Growth & Infrastructure

105 Marina Road

Chestermere, AB T1X 1V7

Telephone: 403-207-7075

Facsimile: 403-207-2817

Monday to Friday 8:30 AM – 4:30 PM

**Closed on Stat Holidays*

**Call Before You Dig!
1-800-242-3447;
www.Alberta1call.com**

BUILDING A FENCE OR RETAINING WALL

City of Chestermere
Community Growth & Infrastructure



This pamphlet is published as a public information service. It has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect.

November 2015

FENCE OR RETAINING WALL

The City of Chestermere's Land Use Bylaw 022-10, as amended, establishes regulations for fences and the 2014 Alberta Building Code regulates the construction of retaining walls.

WHEN TO APPLY FOR A DEVELOPMENT PERMIT

A Development Permit from the Development Officer is required if you want a variance to build your fence higher than the Land Use Bylaw permits

If your request for a variance is denied, Then application to the Subdivision Appeal Board may be made to appeal the decision of the Development Officer.

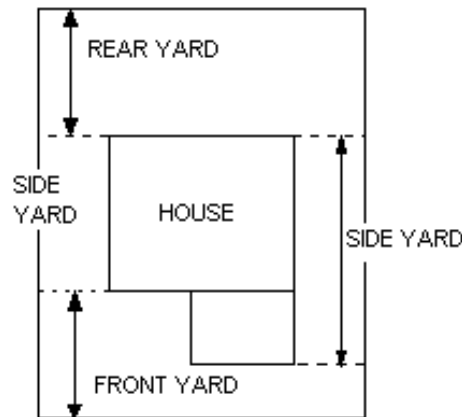
HOW HIGH CAN I BUILD MY FENCE?

In **most (please check district first)** residential districts in the City of Chestermere, you may construct a fence:

- 2 meters in height in the rear yard
- 2 meters in height in the side yard
- 1 meter in height in the front yard

Fences are not allowed on City property, including boulevards, municipal or environmental reserve, or on utility rights of way (including overland drainage)

Figure 1. Yard Delineation



EXCEPTIONS TO ALLOWABLE FENCE HEIGHT & PLACEMENT

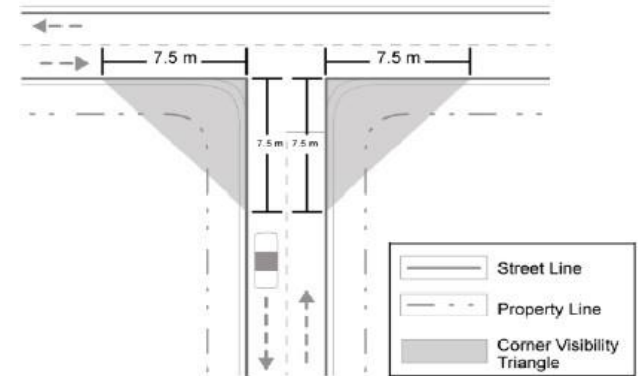
On lots that have rear property lines on Chestermere Lake, a fence may not be higher than 1 meter (3.28 ft) within 8 meters (26 ft) of the edge of water.

On **corner lots**, you cannot build a fence on that part of the lot which lies within a "corner visibility triangle" formed by a straight line drawn between two points on the edge of the road, 7.5 meters from the point where they intersect, as Figure 2 illustrates.

The corner visibility triangle is intended to provide motorists with adequate sight distance to vehicles approaching the intersection.

NOTE: If you are the first owner of a home and a chain link fence or similar Developer's fence is present, it is recommended that the Developer and/or City be contacted prior to changes being made to the fence, as any changes may contravene the approved subdivision plan or restrictive covenants registered against the property.

Figure 2. Corner Lot "Corner Visibility Triangle"



OVERLAND DRAINAGE RIGHT-OF-WAYS

Fences may not encroach overland drainage right-of-ways. If your property has an overland drainage right-of-way next to your property line, your fence must be built on the property line.

Access to the overland drainage right-of-ways **must not be restricted or encumbered by fences**. If you and your neighbor both want fences, and an overland drainage right-of-way separates the two properties, the fences must be built such that the right-of-way is still accessible.

RETAINING WALLS

A building permit is required for retaining walls 1.2m or greater in height and shall be designed by a professional engineer. All retaining walls shall be constructed to:

- a.) Maintain positive overland drainage on all portions of the site
- b.) Maintain overland drainage patterns established for the lot at the time the lot was created; and
- c.) Not divert overland drainage onto adjacent properties.

RETAINING WALL PERMIT APPLICATION CHECKLIST

Municipal Address: _____

Residential District: _____ **Roll #:** _____

The information indicated on this sheet is the minimum requirements for retaining wall development permit application. This form must be provided along with retaining wall construction drawings.

IMPORTANT NOTES:

1. In R1-L Districts AND if abutting Chestermere Lake, a Development Permit is always required.
2. If retaining wall is 1.2m or higher, a Building Permit is also required.
3. In ALL Districts AND not abutting to Chestermere Lake, if retaining wall is NOT more than 1.2m in height or higher, NO Development/Building permit is required.

APPLICATION FORMS	Initials	N/A
Development Permit Form (always required for R1-L districts, if abutting Chestermere Lake)		
Building Permit Form (required if retaining wall is 1.2m or higher)		
Letter of permission from registered land owner if applicant not owner		
All forms must be signed by the applicant.		
GENERAL RETAINING WALL REQUIREMENTS		
Three (3) copies of Real Property Report or Plot Plan showing proposed retaining wall(s) and dimensions to property lines, any existing structures, eave line, and scale of drawing.		
No Retaining Wall can be built on a Utility Right of Way or encroach into City land		
Three (3) copies of construction drawings including cross section (if applicable, pencil is not acceptable and construction drawing must match plot plan)		
REQUIREMENTS FOR LAKE R1-L DISTRICTS AND IF ABUTTING CHESTERMERE LAKE		
Pictures showing existing shoreline taken from each neighbor's view		
Copy of aerial from Schedule E of the Land Use Bylaw 022-10, as amended showing where the RW can be built		
Soil and Erosion Control plan for protection of lake bed and road infrastructure (catch basins, curbs, gutters etc.)		
Applicant must be aware of Limited Use Permit which can be obtained at Public Works. The applicant shall be responsible for applying for "Limited Use" permit from the City of Chestermere's Public Works Dept., at 403-207-2807, before any construction takes place on the Lakebed of Chestermere Lake, if heavy machinery is to be placed on the lakebed.		
Method of construction to be proposed if working on lakebed.		
If replacing old retaining wall, show route of disposal of materials. Please note Road Weight Restrictions Attached to the permit application package.		
ALL DISTRICTS, RETAINING WALLS 1.2m IN HEIGHT OR HIGHER		
Three (3) copies of Engineered stamped drawings are required		
FEES		
Development - \$100.00, Building \$100.00 and Safety Codes Fee - \$4.50		

IMPORTANT NOTICE:

By signing below, the applicant/landowner certifies that all the required documents listed above have been submitted as a complete Development and/or Building Permit application. The applicant/landowner is aware that the permit application will be returned as refused 40 days after the submission date of the permit, if the application is deemed incomplete by the reviewing Development Officer.

Signature of Applicant : _____ Date : _____

FOR OFFICE/STAFF USE ONLY

PERMIT FEES	
	Cost
Development Permit	\$100
Building Permit (supporting more than 1.2m of backfill)	\$100
Safety Codes Fee	
Copies (0.25/copy)	
Other	
TOTAL FEES	

RETAINING WALL DEVELOPMENT REVIEW CHECKLIST For Office Use (Internal) Only	PRE-CHECK ITEMS		
	YES	NO	N/A
Development Permit Application			
Building Permit Application			
Authorization letter if the applicant is not the registered owner			
Three (3) copies of Real Property Report or Plot Plan showing proposed retaining wall(s) and dimensions to property lines, any existing structures, eave line, and scale of drawing.			
Three (3) copies of construction drawings (pencil is not acceptable)			
All application forms signed by the applicant			
Address and legal description correct			
Photos of location or site			
Plot Plan matches the Construction Drawings (staple together)			
GENERAL RETAINING WALL REQUIREMENTS			
Are there any utility right-of-way encroachments? If so, refuse (discuss with applicant)			
Is the retaining wall 1.2m or higher in height? If yes, then a BP and engineered drawings are required.			
Erosion Sediment Control Plan needed for every demolition project - please see City of Calgary's website for sample.			
COMMENTS			
DATE & INITIALS			

Last Updated: July 2019

FOIP 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 32(b) and 32(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provision of these acts. This information will be used to determine eligibility for a development permit and for enforcement of applicable laws and may be circulated to persons or authorities as necessary for the review process. If you have any questions about the collection of this information please contact the FOIP coordinator, 105 Marina Road, Chestermere Alberta T1X 1V7 (403) 207-7050



BUILDING PERMIT APPLICATION
COMMUNITY GROWTH & INFRASTRUCTURE
105 Marina Road, Chestermere, Alberta T1X 1V7
Phone: 207-7075 Fax: 207-2817
www.chestermere.ca

DATE STAMP

(Office use only)

Permit #

(Office use only)

THE BUILDING PERMIT FEE SHALL BE DOUBLED IF CONSTRUCTION (INCLUDING EXCAVATION) COMMENCES PRIOR TO THE ISSUANCE OF A BUILDING PERMIT.

MUNICIPAL ADDRESS: _____ **LOT** _____, **BLOCK** _____, **PLAN** _____ **ZONING** _____

TYPE OF DEVELOPMENT ☐Residential ☐Industrial ☐Commercial ☐Institutional ☐Demolition ☐Other

IF RESIDENTIAL: ☐Single Family Dwelling ☐Semi-Detached Dwelling ☐Condo/Town ☐Showhome ☐Detached Garage ☐Deck/Stairs ☐Basement Dev. ☐Renovation ☐Addition
☐Wood Burning Stove/Fireplace ☐Demolition ☐Secondary Suite ☐Other

IF COMMERCIAL: ☐New Building ☐Addition ☐CRU (Renovation) ☐CRU (New) ☐Application For Occupancy (AFO)

Name of Establishment: _____

Note: COMMERCIAL PERMITS REQUIRE ALL NECESSARY SCHEDULES TO BE PROVIDED AS REQUIRED.

Estimated Developed Floor Area _____ **Estimated Cost of Construction** _____

Owner _____	E-mail address _____
Address _____	City/Town _____ Postal Code _____
Cell _____ Home _____	Work _____ Fax _____
Contractor _____	E-mail address _____
Address _____	City/Town _____ Postal Code _____
Cell _____ Home _____	Work _____ Fax _____
Applicant _____	E-mail address _____
Address _____	City/Town _____ Postal Code _____
Cell _____ Home _____	Work _____ Fax _____

TERMS AND CONDITIONS: This application form must be accompanied by a complete application package (checklist, plot plan, construction drawings, etc.) Notwithstanding, the owner is solely responsible for ensuring compliance with the current National Building Code—Alberta Edition 2023, City of Chestermere current Building Code Bylaw, and Land Use Bylaw. Any contravention of either may result in penalties or other enforcement.

I/We hereby make application for Development Review and Building Permit under the provisions of the current Land Use Bylaw, in accordance with the plans and supporting information submitted herewith and form part of this application. By signing this application, I authorize the Safety Codes Officer and/or designated City employees to enter the property to carry out inspections necessary for this development.

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

Signature of Owner _____

Signature of Applicant _____

OFFICE USE ONLY:

☐ **Letter of Authorization from Owner**

OTHER PERMITS REQUIRED: ☐Electrical ☐Gas ☐Gas Air Test ☐Gas Fireplace ☐Plumbing ☐W&S ☐PSDS

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Updated as of May 2024

PERMIT FEES

Development Review Fee _____

Building Permit Fee _____

Partial Building Permit Fee _____

Post & Pad Inspection Fee _____

Safety Codes Council Fee _____

Application for Occupancy (AFO) Permit Fee _____

Water & Sewer Permit Fee _____

Utility Service _____

Waste Management Fee _____

Performance Deposit _____

Landscaping Deposit _____

Other _____

Grand Total: _____

**APPLICATION FOR
DEVELOPMENT PERMIT**

ROLL NO.

I/We hereby make application under the provisions of the current Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application.

APPLICANT INFORMATION			COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF APPLICANT			NAME OF REGISTERED LAND OWNER		
ADDRESS			ADDRESS		
POSTAL CODE	TELEPHONE (Res)	(Bus.)	POSTAL CODE	TELEPHONE (Res)	(Bus.)
E-MAIL ADDRESS OF APPLICANT					

LAND INFORMATION				
Legal description of proposed development site:				
REGISTERED PLAN NO.	BLOCK	LOT	OR	QTR./L.S.
				SEC.
				TWP.
				RG.
				M.

Civic Address of Proposed Development _____

Describe the existing use of the land: _____

Land Use Classification: _____

DEVELOPMENT INFORMATION		
Describe the proposed use of the land: _____		
Estimate the project:	COMMENCEMENT DATE	COMPLETION DATE
		CONSTRUCTION COSTS \$

Attached is: (a) Site Plan: ☐ Yes ☐ No ☐ N/A; (b) Floor Plan: ☐ Yes ☐ No ☐ N/A

DECLARATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT.

DATE	SIGNATURE OF APPLICANT
NOTE: Signature of Registered Land Owner required if different	
DATE	SIGNATURE OF REGISTERED LAND OWNER

FEES	
Development Permit Fee: \$ _____	GL 1-61-00-528-00
Advertising Fee: \$ _____	Total Fee: \$
Others: \$ _____	

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Submission of a duly signed development permit application authorizes the Development Officer and/or designated City's employee to enter the property to carry out inspections necessary for this development.

Road Weight Restrictions

Restrictions to Prevent Road Damage

The City imposes road weight restrictions to prevent damage to our roads. It is the operator's responsibility to be aware of road restrictive weights. Road restrictions may be changed without notice.

Spring Weight Restrictions in Effect March 8, 2016

Please see below for the most up to date restrictions:

Effective March 8, 2016

- All local roads are 75% (except as listed below)
- Township Rd 241A 75%
- Range Rd 281 75%
- Range Rd 284 between Township Rd 240 & Chestermere Blvd 50%
- Rainbow Rd South between Township Rd 240 & Rainbow Falls Gate..... **Restricted to 10 Tons**
- Chestermere Blvd..... 100%

Weight Restrictions are as follows:

- Steering axles on tractors 5,500 kgs maximum
- Steering axles on trucks 7,300 kgs maximum
- Single axles 9,100 kgs maximum
- Tridem on LOCAL ROADS 17,000 kgs maximum according to section 9(1)(f)(ii) of the Commercial Vehicle Dimension and Weight Regulations AR 315/2002

Overweight permission may be requested for loads that cannot be broken down via e-mail to Roads@chestermere.ca. Please include the following information in your e-mail:

- Date of move
- Address of move
- Route
- Equipment and vehicles involved

Our hours of operation are 8:00 am to 4:30 pm Monday to Friday. We are closed on Statutory Holidays. Please give as much notice as possible to give us the opportunity to reply.

When to request for a Building Inspection

TYPE OF PROJECT	PROJECT VALUE \$	MINIMUM # OF INSPECTIONS	INSPECTION STAGE
Single Family Dwelling New Home		3	1. FOUNDATION – prior to backfill 2. FRAMING – completed electrical and plumbing rough-ins prior to covering up with insulation and vapour barrier. Ensure fan housing is connected to bathroom vent pipe and sealed. 3. FINAL COMPLETION
Basement Development		2	1. FRAMING – completed electrical and plumbing rough-ins prior to covering up with insulation and vapour barrier. Ensure fan housing is connected to bathroom vent pipe and sealed. 2. FINAL COMPLETION
Addition		2-3	1. FOUNDATION – prior to backfill 2. FRAMING – completed electrical and plumbing rough-ins prior to covering up with insulation and vapour barrier. Ensure fan housing is connected to vent bathroom vent pipe and sealed. 3. FINAL COMPLETION
Detached Garages/Accessory Buildings		at least 1	At the discretion of the Building Safety Codes Officer
Decks		at least 1	Final completion
Solid or Liquid Fuelled Heating Appliances – wood stove, fireplace, etc. (under separate permit)		At least 1	Prior to covering If the house is existing, framing AND final inspections have to be done.
Demolition		1	At the discretion of the Building Safety Codes Officer
Institutions, Commercial, Industrial, Multi-Family	Over \$20,000	at least 2	1. Complete foundation (prior to backfill) OR HVAC rough-in OR 2. Framing , structure (prior to insulation and vapour barrier) AND 3. Final , including HVAC completion

INSPECTION REQUEST PROCESS: *Note: A copy of your Building Permit (or placard) is to be posted on the job site and should be visible at all times.*

- No issued permit, no inspection.
- A minimum of 48 hours notice is required at all times.
- All requests should be done through email. Please send Inspection email requests at inspections@chestermere.ca
- Please check our website www.chestermere.ca for the updated schedule of inspections; schedules might change without prior notice.
- Additional fees may be charged for any re-inspections beyond the required inspection due to deficiencies or missing documents.
- All inspections will be refused on any lots that are not clearly addressed at all times during the build. A fine of \$100.00 will be assessed for the inspection resulted to “No Entry” and must be remitted prior to re-inspection.