



CITY OF  
FORT SASKATCHEWAN

# ELECTRICAL PERMIT APPLICATION

Planning & Development, 10005 102 Street

Fort Saskatchewan, AB T8L 2C5

780.992.6198 fortplanning@fortsask.ca **Inspections: 780.454.5048**

## OFFICE USE ONLY

Application Number: PR \_\_\_\_\_  
 Building Permit: \_\_\_\_\_  N/A  
 Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_ Tax Roll: \_\_\_\_\_  
**Permit Number: E- \_\_\_\_\_**

**Please Print All Information Clearly - All Fields Required**

## Project Address

Street Address: \_\_\_\_\_

## Applicant/Installer Information

Applicant Interest:  Homeowner\*  Certified Contractor  
*\*Homeowners can apply for permit if they reside in a single family home and complete the work themselves.*  
 Applicant/Business Name: \_\_\_\_\_  
 Master Electrician Name: \_\_\_\_\_ Master No.: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Property Owner Information

Property Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Email: \_\_\_\_\_

## Installation Information

Description of Installation: \_\_\_\_\_

**COST OF INSTALLATION: \$ \_\_\_\_\_**

RATING OF SERVICE: Voltage: \_\_\_\_\_ Amperes: \_\_\_\_\_ Phase: \_\_\_\_\_

### Use of Occupancy:

- Residential
- Commercial
- Industrial
- Institutional
- Agriculture

### Type of Building/Installation:

- Single Family
- Semi-Detached
- Multi-Attached
- Temporary Service
- Hazardous Location
- Petro/Chemical
- Public Service
- Retail/Wholesale/Office
- Other: \_\_\_\_\_

### Type of Work:

- New
- Rewire/Renovating
- Addition
- Underground
- Electrical Utility
- Communication
- Sign

**The Permit Holder hereby certifies that this installation will be completed in accordance with the Alberta Safety Codes Act and Regulations and shall be commenced within 90 days and expires after one year without an extension request.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Work Area

Main: \_\_\_\_\_ SF  
 Second Floor: \_\_\_\_\_ SF  
 Basement: \_\_\_\_\_ SF  
 Garage: \_\_\_\_\_ SF  
**TOTAL SQ FT: \_\_\_\_\_ SF**

## OFFICE USE ONLY

Permit Fee: \_\_\_\_\_ Issued By: \_\_\_\_\_  
 SCC (\$4.50 or 4%): \_\_\_\_\_ Designation No.: \_\_\_\_\_  
**TOTAL: \_\_\_\_\_** Date: \_\_\_\_\_  
 Paid By: Cash / Cheque / Visa / MC / Debit Conditions attached if applicable..

# IMPORTANT INFORMATION

**The permit is valid for one (1) year.**

**Compliance monitoring will be performed to assure compliance with the Electrical code(s).**

**Inspections will be conducted within:**

- **90 days – temporary services, skid units and relocateable industrial housing**
- **180 days – housing and small buildings**
- **365 days – large/complex buildings**

**from permit issuance or later date subject to documented extenuating circumstances, as determined by a safety codes officer. Extenuating circumstances may include inclement weather, unforeseeable construction delays, etc.**

Single Family Residential	Contractor permit (work value over \$500)	Rough in (prior to cover up) and final inspection (within 180 days)
Single Family Residential	Homeowner permit (work value over \$500)	Rough in (prior to cover up) and final inspection (within 365 days)
Single Family Residential	Homeowner or Contractor permit (work value \$500 or less)	Rough in inspection (prior to cover up) and final inspection (within 90 days)
Public Institutions, commercial, Industrial, Multi-Family Residential	Work value \$4,000 or less	Final inspection (within 90 days)
Public Institutions, commercial, Industrial, Multi-Family Residential	Work value over \$4,000	Rough in (prior to cover up) and final inspection (within 365 days)
Skid Units, relocateable Industrial Accommodation, manufactured housing and temporary services		Final inspection including all additional wiring for: relocateable industrial accommodation and manufactured housing (within 90 days)
Minor alterations/additions conducted on one site.	Annual permit	Mid-term inspection and final inspection (within 60 days of expiry of permit)

## **PERMIT EXTENSION:**

On receipt of a written application, a Safety Codes Officer may in writing, extend a permit for a limited period of time, if the permit has 'not expired' when the application for extension is made (note expiry conditions above).

## **REMOTE WIRE FOR WATER METER INSTALLATION: (ALL NEW CONSTRUCTION)**

The City of Fort Saskatchewan reads water consumption with a "radio-read" system for all water customers. This is a requirement for all new construction within the City limits. A water meter will be hooked up to the remote wire by the City of Fort Saskatchewan when the building is near completion. The remote wire is to be installed in a specific location on the building. Please contact your general contractor/builder for this information.

## **FEE REFUNDS:**

Should a permit be cancelled, the holder of the permit must submit a written request to the City of Fort Saskatchewan. The City of Fort Saskatchewan will refund as follows:

- i. To the permit holder, if there has not been an inspection - holdback of 50% or \$50.00, whichever is greater. No refund of the Safety Codes Fee.
- ii. To the permit holder, if an inspection has been held - no refund.