

SUBMISSION CHECKLIST

Change of Use, Intensity Change or New Occupancy

Please complete the application form(s) to the best of your ability. If we have questions about your submission, we will contact you during the initial review. For further assistance, contact Planning & Development at 780-992-6198

This type of project will require a Development Permit and may require a Building Permit.

Part 1 - Development Permit Submission

- ☐ **Development Permit application form**
 - Applicant & registered landowner signatures should be included on form. A signed copy of a lease is acceptable in lieu of landowner signature. Submissions without landowner consent will delay processing.
 - Ensure construction value and square footage of subject area is included.
- ☐ **One (1) digital site plan**
 - A complete site plan will include provided parking on site.
- ☐ **One (1) digital drawing**
 - Complete drawings must include a floor plan and, if applicable, any required architectural, electrical, mechanical, or structural changes. Additional documentation may be requested by the Building Inspector during their review process.

Part 2 - Building Permit Submission - If required this can be completed at the same time as part 1 or at a later date.

- ☐ **An approved Development Permit**
 - Including all approved documents and drawings. *If you apply for the building permit at the same time as your development permit these documents will be forwarded to us by the development team.*
- ☐ **Building permit application form**
 - Completed and signed please.
 - After your building permit is approved, subcontractors can apply for electrical, plumbing, or gas permits. Contractors need a business license to work in Fort Saskatchewan, which can be applied for with their permit applications.
- ☐ **Fire safety plan**
 - Only necessary if the construction value of your project is over \$5000.

Advisements:

- The community standards bylaw is in effect.
- Fees are to be paid at time of application.

Incomplete submissions will not be processed



CITY OF
FORT SASKATCHEWAN

DEVELOPMENT PERMIT APPLICATION
Change of Use, New Occupancy, Intensity Change
Planning & Development
10002 105 St Fort Saskatchewan AB T8L 2C5

OFFICE USE ONLY

Application Number: PL _____ Land Use District: _____
Lot: _____ Block: _____ Plan: _____ Tax Roll: _____
Long Legal (if Applicable): _____

Project Address

Municipal Address: _____

Applicant Information—All correspondence will be provided to the applicants email.

Applicant: _____ Email: _____
Contact Name: _____ Phone: _____
Address: _____ City: _____ Postal Code: _____

____ I consent to receive notification of my Development Permit Approval at the email provided above.

Property Owner Information—Fill out if the property owner is not the Applicant.

Property Owner: _____ Email: _____
Contact Name: _____ Phone: _____
Address: _____ City: _____ Postal Code: _____

Proposed Development—(As it pertains to your business)

Describe Your Business in Detail: _____

CONSTRUCTION VALUE: _____

Proposed Gross Floor Area: _____ Number of Employees: _____

Proposed Seating Capacity: _____ Proposed Outdoor Seating Capacity: _____

Outdoor Storage or Activities: ☐ No ☐ Yes, if so explain: _____

Interior or Exterior Renovations: ☐ No ☐ Yes, if so explain: _____

IMPORTANT NOTICE: This Application does not permit you to commence any development until such time as the Development Authority has issued a Development Permit. If a decision has not been issued within 40 days of the date of this Application being deemed complete, the applicant may file an appeal to the Subdivision and Development Appeal Board (SDAB).

Applicant Signature _____ Date of Application: _____
Print Name: _____
Owner Signature (if not the applicant) _____ Date: _____
Print Name: _____

OFFICE USE ONLY

☐ Change of Use ☐ New Occupancy ☐ Intensity Change Date Received: _____
Base Fee: _____ Variance Fee: _____ Date Complete: _____

This personal information is being collected and used under the authority of Section 4(c) of the Protection of Privacy Act for the purpose of this Development Permit. If you have questions about the collection, contact the Access to Information Coordinator for the City of Fort Saskatchewan at 780-992-6200.



CITY OF
FORT SASKATCHEWAN

BUILDING PERMIT

Commercial, Industrial, Institution or High Density

780-992-6207 or inspectors@fortsask.ca

Project Address:

Applicant Information:

Business Name: _____

Contact Name: _____

Address: _____

Email: _____

City & Postal Code: _____

Phone: _____

Property Owner Information:

Same as above: ☐

Owner Name: _____

Email: _____

Address: _____

Phone: _____

City & Postal Code: _____

Project Information

Work related to this permit shall not commence prior to permit approval and issuance

Description of Work: _____

Construction value: \$ _____

Additional Comments:

Size of Work Area (SF or M²): _____

I (am) (represent) * the owner of the land and (will be) (represent) * the owner of the building for which I am submitting this permit application.
I have read and understand the statements printed on the reverse side of this form. I agree to conform to all applicable laws in this jurisdiction.

APPLICANT SIGNATURE: _____

DATE: _____

This personal information is being collected and used under the Safety Codes Act and the authority of Section 4(c) of the Protection of Privacy Act for the purpose of issuing permits, safety codes compliance verification, monitoring, property assessment purposes, and may be used or provided for statistical data. The name of the permit holder and the nature of the permit is available to the public upon request. If you have questions about the collection, contact the Access to Information Coordinator for the City of Fort Saskatchewan at 780-992-6200.

OFFICE USE ONLY

Application Number: **PR** _____

Base Fee: _____

Development Permit: _____

SCC (\$4.50 or 4%): _____

Long Legal: _____

Fire Plan: _____

Total: _____

Tax Roll - Lot - Block - Plan

PERMIT APPROVAL

Conditions attached if applicable

Issued By: _____

Designation No.: _____

Issuers Signature: _____

Date Issued: _____

Permit Number Issued:

Contact: inspectors@fortsask.ca or 780-992-6207 to arrange inspection



CITY OF
FORT SASKATCHEWAN

BUILDING PERMIT INFORMATION

For questions about your permit or inspections, please contact:

780-992-6207 or inspectors@fortsask.ca

- This permit is valid for one year as long as work begins within 90 days of issuance and isn't paused or abandoned for more than 120 days once started.
- The owner of the building is fully responsible for carrying out the work or having the work carried out in accordance with the requirements of the Safety Codes Act and pursuant regulations.
- This permit does not cover zoning or development; separate permits are needed for that work.
- Building permits will include a plan review that contains important building code information and additional conditions related to your project.
- You will receive an emailed list of required inspections and instructions on how to schedule them with your approved permit. After a site visit, a Safety Codes Officer may ask for extra inspections beyond the initial list. If you're unsure about needed inspections, contact us by email or phone at the top of this page. Please have your project address and permit number ready.
- If you need an extension, you may apply before the permit expires. Only one extension is allowed per permit. To request an application form, contact us by email or phone at the top of this page, and have your project address and permit number ready.
- Any amendments or revisions to the approved scope of work must be submitted to the City of Fort Saskatchewan in writing for review. If approved fees may apply.
- A Safety Codes Officer may suspend or revoke a permit if it was issued by mistake, based on incorrect information, if conditions were violated, or if fees are unpaid.
- The applicant grants permission for necessary inspections to be conducted with the signing of this form.
- Full and safe access to the site and building must be provided and maintained.
- Re-inspections due to no access, unsafe access, not being ready for inspection or deficiencies are subject to re-inspection fees, as determined by the fees and charges bylaw, and must be paid prior to the next inspection being scheduled.
- 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 \$70.00, which ever is greater. Safety Code and Fire Safety Fees and Non-Refundable
 - ii.) To the permit holder if there has been an inspection - No refunds



FIRE SAFETY PLAN - Construction and Demolition Sites

The following items from part of the permit approval process and shall be made available for the *authority having jurisdiction* (Fire Services – Fire Prevention Branch) for review.

These requirements will apply to buildings or parts of buildings undergoing construction or demolition operations and include renovations according to the National Fire Code, Alberta Edition 2023 (NFC (AE)), Section 5.6.

NFC (AE) - 1.1.1.1 (1) Unless otherwise specified, the owner shall be responsible for carrying out the provisions of this code. The Contractor, as a representative of the owner, is responsible for the Fire Safety Plan.

Construction, Demolition and Renovation Sites

NFC (AE) 5.6.1.4. **Access for Fire Fighting** sets out specific conditions to give the fire department the ability to ensure that the firefighting crews, equipment, and apparatus can reach a construction or demolition site to effectively control a fire situation. These provisions also ensure that firefighters have access to all levels of the buildings on the site and to the portable and fixed fire protection equipment serving the site.

- Fire department access is to be maintained at all times from the start to completion of the project.
- Water supply – hydrants are to be installed, tested, operational, and accessible prior to above-grade construction.
- An all-weather access road is to be installed and maintained throughout the construction process at all times of the year under all weather conditions.
- Blocking or obstruction of access roads or hydrants with construction materials, equipment or excavation material is not permitted.

When required streets, yards and roadways provided for fire department access shall be maintained so as to be ready for use at all times, in all-weather by fire department vehicles. The access route is to meet the design as outlined in National Building Code 2023 Alberta Edition – 3.2.5.6.

- Minimum 6m clear access width
- Minimum 12m centreline turning radius at corners and turnarounds
- Minimum 5m overhead clearance (building entrance canopies, plus 15 etc.)
- Maximum 8% gradient slope
- Designed to support 90,000 lbs. load (our heaviest fire truck)
- Access routes longer than 90m are required to have a turnaround facilities
- Be connected to a public thoroughfare as per NBC

National Fire Code 2023 Alberta Edition, Division B, Section 5.6. requires a Fire Safety Plan for all construction, renovation and demolition sites.

Division B, Section 5.6:

This Section applies to Fire Safety for *buildings*, parts of *buildings*, facilities, adjacent buildings or facilities, and associated areas undergoing construction, alteration or demolition operations.

Division B, Section 5.6.1.3. (1):

Prior to the commencement of construction, alteration or demolition operations, a Fire Safety Plan, accepted in writing by the fire department and the *authority having jurisdiction*, shall be prepared for the site.

The Fire Safety Plan:

Will be **site-specific** and may be reviewed at any time by the *authority having jurisdiction*. (Fort Saskatchewan Fire Department –Fire Safety Codes Officer (SCO-Fire)) The Fire Safety Plan should be reviewed and updated as the construction site progresses. The Contractor, as a representative of the owner, is responsible for the Fire Safety Plan until occupancy.

The owner, developer or contractor responsible for a construction or demolition site is required to develop a Fire Safety Plan acceptable to a SCO-Fire.

A Fire Safety Plan must address, in a manner acceptable to the SCO-Fire, all requirements of the NFC (AE).

This information is being provided for the construction industry as an aid in preventing injury and fires in and around construction sites and to address life and property fire safety issues.

Keeping in mind it is the **sole responsibility of the owner or representatives of the owner to:**

- be aware of all regulations within the jurisdiction
- carry out or make provisions to adhere to the various codes and standards applicable to their project or business.

Fire Safety Plan

A Fire Safety Plan should include but is not limited to the following information. Please check off all applicable provisions and provide additional detail where required for your site-specific Fire Safety Plan.

All applicable provisions must be adhered to. Construction sites may be inspected for compliance at any stage of construction. The accepted Fire Safety Plan shall be posted on-site.

Building Name/Site Address:

The street address of the site is to be posted and clearly visible at all times for all emergency response personnel including police, fire, and ambulance.

Description of Project

1. Emergency procedures to be used in the event of an emergency

A building under construction, without functional fire protection equipment is at its most vulnerable stage, therefore it is imperative to initiate emergency response at the earliest possible opportunity.

What are your provisions for initiating emergency evacuation procedures on this site and how will you notify emergency responders? (E.g. sounding of air horn - 3 blasts, activating fire alarm, calling 911?)

Provide a list of instructions for site personnel to follow when an alarm is sounded: (E.g. Evacuate to the muster point and report attendance to site supervisor.)

Check off each requirement when completed.

	Exit routes are provided with clearly identified signage to indicate egress from floor areas/building.		
	Designated gathering location (muster point) will be off site with signage.	Location:	
	List of personnel on site, updated and current – you should know who is on site.		
	Person assigned to meet the fire department and give information such as: - Where is the fire or injury located on site? - Is everybody on site accounted for?		
Name of person responsible:			
	Assigned site fire warden(s) and various trades represented.		
	Fire extinguisher PASS instructions are displayed		

2. Training of site personnel on evacuation procedures including:

Site orientation (familiarize on-site personnel visitors on emergency procedures.)

Name of person responsible:	
	Regular site fire safety meetings are incorporated into regular safety meetings.
	Simulated fire drills as applicable and warranted.

3. Assigned site personnel responsible for fire prevention activities such as:

	Control of combustibles on the site and around the buildings including removal of excess garbage materials on a regular basis and general housekeeping.
	Maintain separation of combustibles from open flame devices.
	Ensure that combustible hoarding is secured to prevent contact with the heaters.
	Maintain clear unobstructed access for fire department apparatus to building(s) and to firefighting services such as hydrants and fire department connections I.e. sprinkler and/or standpipes.
	Parking of vehicles or delivery trucks, directed so as not to obstruct fire department access to the site and buildings. (Offsite parking and storage may be considered.)
	Maintenance and operation of at least one exit from every floor.
	Smoking shall not be permitted in areas where conditions are hazardous or potential of ignition exists.
Name of person responsible:	

4. Fire Fighting Services – unobstructed hydrant, Siamese, sprinkler, temporary access route, standpipe.

Access to Siamese connections or other fire extinguishing equipment, whether permanent or temporary, shall be provided and maintained at all times.

Check all applicable firefighting services that are installed, tested and activated at the start of construction. These must be maintained and accessible for fire fighters at all times.

	Fire hydrants (maintain 2 meter access around hydrants)	
	Fire hydrants activation flow date:	
	Internal Standpipe System (existing)	
	Fire Department Connection	
	Emergency access routes	
	Submit drawings showing location of firefighting systems such as: • Hydrants • Fire department connections • Muster point(s) • Access to building – primary and secondary access points	

	The site is properly addressed and the sign is visible and legible to the emergency crews
	An all-weather road shall be constructed prior to project commencement and must meet the provisions outlined in NBC 2023 (AE) Water Supplies and access for Firefighting; this must be designed to support firefighting equipment (90,000kg) and have a clear width of no less than 6m

5. Fire Extinguisher

	Provide sufficient numbers and sizes (3A20BC on moveable equipment and 4A40BC in all other locations)		
	Serviced and tagged by a certified agency, within the year and mounted, with proper signage, where workers are present and at exit locations on every level, and meet the required travel distance between extinguishers (82ft or 25m)	Service Date:	
	At or near gas or propane fuel-operated equipment		
	At or near areas where combustibles are stored		
	Adjacent to any hot works operations		

6. Hot Works Operations

Hot works operations to be maintained and situated as described in NFC (AE) – 5.2; 5.2.2, 5.2.3 with a Fire Safety Plan as outlined in NFC (AE) - 5.1.5.1 and 2.8.2.

Does your scope of work require Hot Works Operations?		YES		NO
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If "Yes" Please check all applicable provisions:

Definition: The burning, welding, heating of a material, or a similar operation that is capable of initiating fires or explosions including, but not limited to, cutting, welding, Thermite welding, brazing, soldering, grinding, thermal spraying, thawing pipe, torch applied roofing or membrane adhesive bonding, or any other similar heat-producing activity.

	The area shall be clear of flammable and combustible materials
	Fire watch assigned during hot works operation and for a period not less than 60 minutes after its completion
	A final inspection of the hot works area shall be conducted 4 hours after completion of work
	If hot works are in the proximity of combustible or flammable contents, provisions have been made for the protection of such contents by noncombustible materials, thermal barrier or other means
	Work being performed by trained or certified personnel
	A fire extinguisher (4A40BC) is present at all times
	Proper ventilation, as required
	If hot tar pots are on site, provide fire extinguishers; hot tar pots must only be used by trained personnel and located away from combustible materials

7. Flammable / Combustible Liquid and Compressed Gas Storage

Compressed gas cylinders are to be used and stored as per NFC (AE) – 3.3.5 with a fire safety plan as per 5.2.3.7 and fire watch as per 5.2.3.3.

Temporary heating equipment is to provide separation and protection to the propane cylinders, lines, and valves from construction vehicles and combustible storage as per NFC (AE) – 5.6 CAN/CGA-B149.2-M95 – National Standard of Canada – Propane Installation Code.

Does your scope of work require the storage of flammable/combustible liquids or compressed gases?		YES		NO
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If "Yes", all provisions below are applicable:

	Storage area separated from combustible material by 3m
	Storage area locked and vented
	Storage area protected from vehicular/industrial motorized traffic
	Portable pressurized (full or empty) cylinders secured when not in use
	Area to have proper signage or placards in place
	A current list of dangerous goods on site
	A 4A40BC fire extinguisher in close proximity to storage and work areas
	Storage area away from egress and access routes to the site

8. Security

What are your provisions for site security when workers are absent from the site?

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9. Contact Personnel

Provide a list of names and telephone numbers of persons to be contacted during non-operating hours or in emergency situations to be posted on-site.

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In addition to the above, please check off all of the following provisions that may be relevant to your scope of work:

Will any part of this building continue to be occupied during construction, alteration or demolition operations?		YES		NO
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If "Yes", refer to the following code requirements and describe how these provisions will be met.

NFC (AE) 5.6.1.12. (1) Fire Separations in Partly Occupied Buildings

Where part of a *building* continues to be occupied, the occupied part shall be separated from the part being demolished or constructed by a *fire separation* having a *fire resistance rating* of not less than 1 hr.

NFC (AE) 5.6.1.21. (3) Occupied Buildings

Required exits from the occupied area shall be maintained or alternate means of egress shall be provided.

Is the existing building protected by a Fire Alarm System, Sprinkler System, or Standpipe System?		YES		NO
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If "Yes", refer to the following code requirements and describe how these provisions will be met.

NFC (AE) 5.6.1.13. Protection during Shutdown

1) Except as permitted in Sentence (2), where a fire protection system is provided, it shall remain operational throughout the construction, alteration or demolition area where reasonably practical.

2) When any portion of a fire protection system is temporarily shut down during construction, alteration or demolition operations, protection during shutdown shall comply with Article 6.1.1.4.

NFC (AE) 6.1.1.4 Protection during Shutdown

1) When any portion of a fire protection system is temporarily shut down, alternative measures shall be taken to ensure that protection is maintained

NFC (AE) 5.6.1.14. Watch

1) A watch, with tours at intervals of not more than 1hr, shall be provided throughout demolition sites when there are occupants in the portion of the building not being demolished.

2) Except where a building is provided with a fire alarm system or similar equipment, a watch, with tours at intervals of not more than 1 h, shall be provided when a portion of the building is occupied while construction operations are taking place.

3) Facilities shall be provide a watcher referred to in Sentences (1) and (2) to

- a) Ensure a fire warning is sounded to notify occupants, and
- b) Communicate with the fire department

Does your scope of work require a standpipe system?		YES		NO
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If "Yes", refer to the following code requirements and describe how these provisions will be met.

NFC (AE) 5.6.1.6. Standpipe Systems

- 1) Where a standpipe system is to be installed in a building under construction or alteration, the system shall be installed progressively in conformance with Subsection 3.2.5 of Division B of the ABC in areas permitted to be occupied.
- 2) Where a standpipe system is to be installed in portions of a building under construction or alteration that are not occupied, the following shall apply:
 - a.) a permanent or temporary standpipe system is permitted in accordance with clauses (b) and (c),
 - b.) the standpipe system shall be provided with conspicuously marked and readily accessible fire department connections on the outside of the building at street level and shall have at least one hose outlet at each floor,
 - c.) the pipe size, hose valves and water supply shall conform to ABC 3.2.5.
 - d.) the standpipe system shall, as a minimum, be securely supported and restrained on alternate floors,
 - e.) at least one hose valve for attaching fire department hose shall be provided at each intermediate landing or floor level in the exit stairway,
 - f.) valves shall be kept closed at all times and guarded against mechanical damage, g.) The standpipe shall not be more than one floor below the highest forms, staging, and similar combustible elements at all times, and
 - h.) temporary standpipe systems shall remain in service until the permanent standpipe installation is complete.
- 3) Where a building being demolished floor by floor is equipped with a standpipe system, the system, together with fire department connections and valves, shall be maintained in operable condition on all storeys below the one being demolished, except for the storey immediately below it.

This Fire Safety Plan has been designed and submitted by:

Company	Contact Name	Date
Phone Number	Email Address	

This information is being collected under the Authority of Section 33(c) of the Information and Protection of Privacy Act (F.O.I.P.) and / or Section 63 of the Safety Codes Act. This is protected by the privacy provisions of the F.O.I.P. This information and your name and address may be included on reports.

If you have any questions about the collection of this data, contact the Fort Saskatchewan Fire Department at:

Fort Saskatchewan Fire Department

10099 93 Avenue
Fort Saskatchewan, Alberta
T8L 1N5
FSFD@fortsask.ca
Phone: 780-998-4858

Phone Number and Contact Information

Job Name	
Job Number	
Job Address	
Site Phone Number	

Emergency Response Team

	Name	Phone	Email
Site Superintendent			
Project Manager			
Safety Advisor			
Operations Manager			
Branch Manager			

Emergency Contact Numbers

Service	Phone Number	Service	Phone Number
Fire/Police/Ambulance	911	Fort Saskatchewan Planning and Building	780-992-6198
Environmental Protection Agency	1-800-222-6514	Fort Saskatchewan Fire Department	780-998-9858
OH&S Provincial Dispatch	1-866-415-8690	Weather-Environment Canada	1-800-239-0484
Fortis Emergency 24hrs (Electric)	310-9473	Poison Control Centre	1-800-332-1414
ATCO Emergency 24hrs (Gas)	1-800-511-3447	Alberta One Call	1-800-242-3447
FSPW Emergency 24hrs (Water,Sewer)	780-439-7574	Dangerous Goods Disaster Services	1-800-272-9600



City Of Fort Saskatchewan Fire Department

Fire Station 1 – 10099 93 Ave., Fort Saskatchewan, AB, T8L-1N5

Phone: 780.998.4858 Email: fsfd@fortsask.ca

PROTECTION OF ADJACENT PROPERTIES REQUIRED DURING CONSTRUCTION SINGLE ATTACHED AND DETACHED HOMES– ALBERTA FIRE CODE 2023

To meet the requirements of the Alberta Fire Code 2023, Sentence 5.6.1.2.(1), protection of adjacent properties during construction must be considered. The options listed below are based on the assumption that the site supervisor has implemented fire prevention initiatives to reduce the risk of fire. A Fire Safety Codes Officer may visit the construction site to evaluate the method of protection of adjacent properties. Acceptable methods of protection may be achieved by application of the following measures:

1. Install sheathing with a factory applied fire resistant coating on the exterior surface of all side yard walls and gables located less than 20 m from a building or adjacent properties that have potential of hosting a structure. The sheathing criteria are as follows;
 - a. sheathing must be listed, or the manufacturer must have the authority to mark indicating that the material complies with CAN/ULC-S102 (Standard Method of Test for Surface Burning Characteristics of Building Materials and Assemblies) having a flame spread rating of < 25. Confirmation of listing or authority to mark is required. (Listed or authority to mark means the mark of a third-party certified body accredited by the Standards Council of Canada)
 - b. The wall assembly with the sheathing must also have a fire resistance rating, minimum of 15 minutes tested to a CAN/ULC-S101 (Standard Methods of Fire Endurance Tests of Building Construction and Materials) standard. The Pilot Scale test (6ft. 0in. x 4ft. 0in. sample) is acceptable for meeting this requirement. The Pilot Scale test shall also have an ongoing follow up program to ensure continued consistency with the test sample. The Authority Having Jurisdiction recognizes the Pilot Scale test will not qualify for the authorization to mark or listing as required with CAN/ULCS102 (Standard Method of Test for Surface Burning Characteristics of Building Materials and Assemblies) test.

OR

2. Install fire resistant panels/sheathing that meet the CAN/ULC standards as above on all vertical surfaces adjacent to a side yard property line.

OR

1. For redevelopment or infill projects where a building is removed and replaced by a new structure the fire resistant treatment shall face inside the building or be inherently fire resistant as indicated in item #2.

Note;

Intumescent or flame-retardant coatings will not be accepted

All products or methods used to achieve the adjacent property protection must not contradict requirements of the National Building Code - 2023 Alberta Edition.

This information is being provided for the construction industry in an effort to reduce the risk of fire exposure to buildings adjacent to new construction. It is the sole responsibility of the owner or representatives of the owner to be aware of all regulations within the jurisdiction and to carry out or make provisions to adhere to the various codes and standards applicable to their project or business



City Of Fort Saskatchewan Fire Department

Fire Station 1 – 10099 93 Ave., Fort Saskatchewan, AB, T8L-1N5

Phone: 780.998.4858 Email: fsfd@fortsask.ca

ADJACENT PROPERTY PROTECTION FLOW CHART

Type of Structure	Adjacent Property Protection		
	Minimum Distance to another Structure or POTENTIAL Structure	Required	Sides Requiring Protection
Single Family	No Minimum Distance *Always Required		Side(s) Adjacent to Structure(s)
Duplex Style	No Minimum Distance *Always Required		Side(s) Adjacent to Structure(s)
Row / Town Housing	20 meters	Yes	All Sides
3 Stories or Less	40 meters	Yes	All Sides
4 Stories and More	Refer to NFPA 80a	Yes	All Sides

***Note:**

If a Single Family or Duplex Style structure is located beside a street or green space, then Adjacent Property Protection is not required on the side facing said street or green space.