



# Medicine Hat The Gas City

**Planning & Development Services**  
580 First Street SE  
Medicine Hat, Alberta T1A 8E6  
Phone: 403.529.8374  
Fax: 403.502.8038  
[pbe@medicinehat.ca](mailto:pbe@medicinehat.ca)  
[www.medicinehat.ca](http://www.medicinehat.ca)

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## **SAFETY CODES SERVICES BULLETIN**

### **EFFECTIVE IMMEDIATELY**

### **FAST TRACK PERMIT**

#### **INTRODUCTION**

Planning and Development Services is excited to announce a new Fast Track Permit (FTP) process meant to reduce regulatory red tape and timelines for issuing a Building Permit for the construction of all new detached “Single Family Detached Dwellings (SFDD)”. The new FTP application process will ensure construction starts will not be delayed, while ensuring compliance is maintained with all provincial regulations.

Projects that qualify for this program include any SFDD that is constructed on a vacant greenfield parcel within the City of Medicine Hat and the development must:

1. Comply with the current Land Use Bylaw (LUB) as a permitted use;
2. Not include a request for waivers or variances from the LUB; and,
3. Not include variances or alternate solutions from the 2019 NBC-AE.

#### **APPLICATION**

When concurrent applications are received for both the Development and Building Permit, the new FTP process should ensure the Building Permit will be released once the Development Permit has been approved.

An application for a Building Permit under the new FTP process must be submitted via the ePermit portal and must include the following submittal attachments:

1. New FTP Application Form (refer attached);
2. Complete set of unprotected PDF electronic construction drawings showing significant details to determine compliance with all prescriptive construction codes. The building design cannot include alternate solutions that require additional reviews or variances;

3. Energy Code review for prescriptive or trade-off paths to compliance;
4. Copy of the approved new home warranty registration;
5. Form C – Exterior Wall Claddings;
6. Manufactured Floor and Roof layout conforming to Standata 14-BCV-016 “Manufactured structural components in the construction of one and two family homes”;
7. Approved elevation drawings (with approval stamp) when required by the Developer;
8. Unprotected PDF engineered stamped drawings or details for:
  - a. foundation wall openings wider than 1.2m that support backfill greater than 1.2m, and
  - b. exterior and interior walls where the stud length exceeds that found in Table 9.23.10.1; and,
9. Residential Sprinkler design drawings conforming to NFPA 13R when required.

## **TERMS AND CONDITIONS OF THE FAST TRACK PERMIT**

As the Building Permit will be issued prior to a detailed plans examination, initial term and conditions will be added to the Permit. The homebuilder must ensure to comply with all conditions of a Permit. Failure to comply with the terms of a permit is an offense under the *Safety Codes Act (SCA)*.

Once the detailed plan review is completed, the Permit will be re-issued with any additional corrections or conditions that have been identified. The homebuilder must review the updated Permit and construction drawings that have been stamped EXAMINED for any corrections.

It is important to understand the following roles and responsibilities as defined in the *SCA*:

### **Owners care and control**

The owner of any thing, process or activity to which this *Act* applies shall ensure that it meets the requirements of this *Act*, that the thing is maintained as required by the regulations and that when the process or activity is undertaken it is done in a safe manner.

### **Design duties**

A person, who creates, alters, has care and control of, owns a design, or offers a design for use by others shall ensure that the design complies with this *Act* and that it is submitted for review or registered if required by this *Act*.

### **Manufacturers’ duties**

A person who manufactures any thing or undertakes a process or activity to which this *Act* applies shall ensure that the thing, the process or the activity complies with this *Act*.

### **Contractors' duties**

A contractor who undertakes construction, operation or maintenance of, or builds or installs any thing to which this *Act* applies shall ensure that this *Act* is complied with.

### **Professional services**

A person permitted to affix stamps or seals pursuant to the *Architects Act* or the *Engineering and Geoscience Professions Act* shall ensure that any professional service the person renders to which this *Act* applies, including the affixing of stamps and seals, complies with this *Act*.

## **USEFUL LINKS**

- The launch page for the ePermit Portal include useful links to user guides can be found here [www.medicinehat.ca/epermit](http://www.medicinehat.ca/epermit).
- Checklists and Forms library can be found [here](#).
- Direct link to ePermit portal <https://epermit.medicinehat.ca/>.

## **ATTACHMENT**

- Residential Building Fast Track Permit Application

## RESIDENTIAL BUILDING *FAST TRACK PERMIT* APPLICATION

### HOME BUILDER INFORMATION (to be completed by the applicant, please print)

<b>COMPANY Name</b>		<b>Application Date</b>	
<b>HOME Builder Provincial License #</b>	<b>License Status</b>	<b>Expiry Date</b>	

### PROJECT INFORMATION

<b>PROJECT Address</b>		<b>Expected Start Date (Req'd)</b>	
<b>Land Owner Declaration (choose one)</b>	By completing this application, I hereby provide assurances that; I am the land owner as registered with Alberta Land Titles, <b>OR</b> I have the authority from the registered land owner/Developer to construct on the parcel		

### SUPPORTING DOCUMENTS must be submitted with ePermit application

- Complete Set of Construction Drawings (Unprotected PDF Format)
- Energy Code Review (if not included in Construction Drawings)
- Mfg Floor Joist/Roof Truss Layouts (Unprotected PDF Format) conforming to standata 14-BCV-016 "Manufactured structural components in the construction of one and two family homes"
- New Home Warranty Registration
- Form C Exterior Wall Claddings
- Engineer Stamped Drawings for tall walls or foundation openings exceeding 1.2m wide
- Approved Elevation Drawings (if required by Land Developer)
- Residential Fire Sprinkler design conforming to NFPA 13D required for all new homes in Coulee Ridge Subdivision (Unprotected PDF Format)

### CONDITIONS

The following list of conditions form part of the Fast Track Permit Application. By submitting this completed application form in support of a permit application for a new Single Family Detached Dwelling, you agree to the following terms and conditions with the release of the building permit for the undertaking;

1. **The Home Builder/Contractor** shall ensure all construction complies with the Safety Codes Act.
2. **A Designer** who creates or owns a design for use by others shall ensure that the design complies with the Safety Codes Act.
3. **All construction** shall comply with the applicable acceptable solutions in **Division B Volume 2 of the 2019 NBC-AE**.
4. **All construction** completed prior to a detailed plans examination is subject to change based the final review by a Building Safety Codes Officer. The final set of construction drawings shall be provided within 15 days of the permit issuance. All construction must comply with the final construction drawings bearing an EXAMINED stamp.
5. **The Home Builder/Contractor** shall not backfill the building foundation prior to the weeping tile inspection.

The personal information provided as part of this application is collected under the Safety Codes Act and the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring, and property assessment purposes. 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 or use of the personal information provided, contact the City of Medicine Hat FOIP Head 403-529-8221.