

Planning and Development Services, 2001 Sherwood Drive, Sherwood Park, Alberta T8A 3W7

Phone 780-464-8080 Fax 780-464-8142

Property address _____ Subdivision _____

 Legal description Lot _____ or Condo unit _____ Block _____ Plan _____
 (if applicable) Quarter _____ Section _____ Township _____ Range _____ Meridian 4

 When your permit is ready do you want us to: call you for pick up mail it fax it

Applicant name(s) _____ **Contact name** _____

Applicant address _____

City _____ Province _____ Postal code _____

Phone number _____ Alternate phone _____ Fax _____

E-mail address (optional) _____

Building type

-
- residential
-
-
- industrial
-
- institutional
-
- commercial

Landowner name _____
 (If different than applicant)

Tenant name _____
 (If commercial, industrial, institutional or other)

Description of work _____

Gas certificate contractor declaration

I hereby certify that this installation will be completed in accordance with the Act and Regulations.

Homeowner declaration (if homeowner is applying)

I hereby declare that I am the owner of the premises in which the work will be conducted and I reside on the property. I assume responsibility for compliance with the applicable Act and Regulations.

Journeyman name _____ Journeyman ticket number _____

Owner's signature _____

- OR -

Sheet Metal/Refrigeration Contractor Declaration

I hereby certify that this installation will be completed in accordance with the Act and Regulations and there is no alteration to the fixed gas piping upstream of, and including the gas cock.

Journeyman name _____ Sheet metal ticket number _____ or Refrigeration ticket number _____

 Card # _____
 (If paying by Mastercard, Visa, or American Express) Signature _____ Expiry date _____

Collection and use of personal information

 Personal information is collected in accordance with section 3 of the *Municipal Government Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act* (FOIP) and is protected by FOIP. It will be used to process and issue the Permit. If you have any questions about the collection and use of the information, contact the Building Regulation Services Coordinator at 780-464-8264.

For office use only

 Permit fee _____
 SCC _____
 Total _____
 Receipt no. _____

 Date received _____
 Received by _____

 Roll number _____
 Application no. _____
 Entered by _____
 Date entered _____

Conditions

1 **Act**

The issuance of a Permit shall not prevent a Safety Codes Officer from issuing a correction notice if a gas installation or part thereof is found not to be in accordance with the Safety Codes Act, pursuant regulations, or bylaws.

2 **Deviation**

No deviation from the plans, specifications or information contained on the application for this Permit shall be permitted without prior written authorization from the Safety Codes Officer.

3 **Expiry**

This Permit expires one year from the date of issue.

4 **Safety Codes Officer**

The person authorized to perform the installations governed by this Permit shall notify the Safety Codes Officer prior to concealment of any portion of the installation.

5 **Location of utilities**

Before excavation is started, check for the location of utilities.

6 **Inspection**

The permit applicant shall contact the Safety Codes Officer to arrange for the following required inspections: rough-in and final inspections of all installations exceeding 400,000 BTU, and final inspection of all installations 400,000 BTUs or less. All installations are required to be tested by air/liquid solution, or leak detection device. Testing is to be verified by the Safety Codes Officer to a minimum air test of 15 psi.

7 **Important notice**

If any portion of the work is concealed prior to an approval by a Safety Codes Officer, all work may be requested to be uncovered.

8 **Re-inspection**

Any required re-inspection may be subject to a re-inspection fee, as per the current fee schedule. This fee is required to be paid before to the re-inspection takes place.

9 **Offense**

Any person who commits a breach of any of the provisions of the Safety Code Act, or regulations made pursuant thereto, or of the conditions of a Permit, is guilty of an offence under the Act.

10 **Approval**

Neither the examination of plans and specifications nor the issuance of a permit shall be construed to be an approval of any installation made or done in contravention of any provision(s) of a bylaw, an agreement or the Safety Codes Act or regulations. Satisfactory inspections are required for final approval.