

What's Your Summer Project This Year?

ARE YOU:

- BUILDING A GARAGE OR SHED?
- BUILDING A DECK?
- INSTALLING A POOL OR HOT TUB?
- BUILDING A FENCE?
- INSTALLING A DRIVEWAY?
- LANDSCAPING YOUR YARD?
- BUILDING A RETAINING WALL?

Many of these summer projects require permits to be issued by the City of Cold Lake. Please contact us before you start work to ensure you know the applicable regulations and have the proper permits and approvals.

Why do I need a permit?

The City's bylaws and permitting processes are intended to balance the rights of property owners with the need to ensure that safety standards and overall community interests are met.

What happens if I don't apply for permits?

If you proceed without the required permits you could be subject to enforcement action including the issuance of fines, additional permit fees or a Stop Order. If work does not comply with Bylaw or Building Code requirements, you may also be required to retrofit or even remove what you've already built, costing you additional time and money.

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How do I apply?

Before you start your project, please contact the Planning and Development department at City Hall at 780-594-4494 or email us at planning@coldlake.com This way we can ensure that your project meets the requirements of the City's bylaws and that you have the permits you need before you start work.

How long does it take?

Permits can take up to 40 days for approval, so please keep this timeline in mind and apply early to ensure you have your permits before you are ready to start work.

Where can I find a contractor?

The City's online Business Registry provides a list of all businesses licenced to operate in the City at:

<https://coldlake.com/en/work/business-directory.aspx>

What about underground utilities?

Before you dig or drill on your property, be sure to contact Utility Safety Partners to request locates of underground utility lines.

<https://utilitypartners.ca/wheres-the-line/submit-a-locate-request/>

For More Information Please Contact the Planning and Development Department at City Hall, 5513 48 Avenue
780-594-4494
planning@coldlake.com

Know What Permits you Need:

▶ Garages and Sheds

- ▶ Garages and Sheds normally require a Development Permit and Building Permit
- ▶ Sheds less than 10m² and under 2.40m in height do not require a permit but must be kept a minimum of 1.0m from side and rear property lines
- ▶ Garages and Sheds cannot be built over utility easements/rights-of-way

▶ Decks

- ▶ Decks over 0.6 m above grade require a Development Permit and a Building Permit

▶ Pools and Hot Tubs

- ▶ Pools and Hot Tubs require a building permit. Permanent pools will also require a Development Permit
- ▶ Pools must be protected by a fence and gate or safety cover as required by the Alberta Building Code
- ▶ Pools and hot tubs cannot be located in a front yard and must be set back a minimum 1.5 m from side and rear property lines

▶ Fences

- ▶ Fences normally do not require a permit provided they are less than 0.9 m in height in a front yard and less than 1.8 m in height in a rear yard
- ▶ Fences cannot encroach onto neighbouring properties so you will need to have a surveyor locate your property boundaries before you build

▶ Driveways

- ▶ Driveways do not normally require a permit but there are regulations regarding the size and placement of driveways. Please consult the Land Use Bylaw at www.coldlake.com or contact us for more information

▶ Landscaping

- ▶ If your landscaping involves any changes to the grading or drainage of your property a Development Permit is required

▶ Retaining Walls

- ▶ Retaining Walls greater than 0.6 m above grade require a Development Permit and a Building Permit
- ▶ Retaining walls taller than 1.2 m must be designed by an engineer. Walls lower than 1.2 m may need to be designed by an engineer if they affect the integrity of other buildings on the property