



Westview Phase III -- Builder's Checklist

- Complete and submit an application for development permit to the Planning and Development Officer on prescribed application form; with
- Fees for application and security deposit (\$2,500) paid to the Town; and
- A complete set of plans provided with application, preferably drawn to scale or fully dimensioned, on letter size or tabloid (11 x 17), or .pdf showing:
 - (a) Legal description of the site and north arrow;
 - (b) Dimensions of the site;
 - (c) Floor plans, elevation (building) views, and exterior finishing materials; architectural design criteria including roof pitch, eaves, colours
 - (d) Site plans to include proposed grades, front and rear landscape and lot corners at minimum; include garage placement and/or RV pad location.
 - (e) The height, dimensions, and relationship to property lines of all proposed buildings and structures including retaining walls.
- Obtain approved development permit and grade slip from the Town. Access to land can occur after close of sale.
- Building Permit application include requirement for a New Home Buyer Protection Act Registration Number (NHBPA) (see http://www.municipalaffairs.alberta.ca/alberta_home_warranties.cfm.)
- Obtain Safety Codes (Building, Electrical, Plumbing and Gas) permits from Superior Safety Codes. Forms can be found at the Town Office or online at www.superiorsafetycodes.com.
- Acquire Town of Nanton business licenses for all trades and subtrades.
- All construction traffic must access the subdivision via the 29 Avenue entrance at Highway 533.
- Dispose any excess excavated soil at an approved sanitary or clean fill waste disposal site. Do not deposit excavation dirt, sand, gravel, cement or any other material on the street or off lot boundaries.

- Provide for containment and removal of all building materials and waste materials to prevent being blown off or scattered on the property. Commercial waste containers, if used, should be placed within lot boundaries.
- Upon excavation completion, provide the Town a foundation soil bearing investigation and certification by a geotechnical engineer prior to pouring concrete, to confirm that the design bearing pressure is acceptable.
- After footings are formed, provide the Town a footing elevation and location certificate from an Alberta Land Surveyor. Poured footings that do not meet the requirements of the Town may need to be removed and replaced at the required elevations at the owner's expense.
- Arrange with the Town office a minimum of two working days in advance of the water and sewer connection to the Town's main services. Sign inspection form. Correct any noted deficiencies within 14 days.
- Complete development and have inspected in accordance with the approved plans and conditions and all other applicable Provincial Regulations and Acts.
- Obtain a water meter from Public Works and have qualified plumber install it in accordance to the Water and Sewer Bylaw and installation checked by the Town. NOTE: Utility billing to the owner will commence once the meter is installed.
- Notify the Town Office a minimum of two working days in advance to request that water be turned on to the property by a member of the Public Works department. Builder's representative must be on site when the water is turned on.
- Apply topsoil to final grading elevations within tolerance limit of 10 centimeters (4 inches) from the Grade Slip.
- Provide a Real Property Report prepared by an Alberta Land Surveyor to the Town, including the actual front and year yard landscape grades.
- Request Planning and Development Officer to perform architectural design and security inspection of the property once final building Safety Codes inspection is completed and there are no deficiencies.

The \$2,500 security deposit release will occur once construction of the development is completed in accordance with all applicable building permits, development permits, grade slips, development agreements, by-laws, regulations, building and safety codes, and restrictions affecting the land and the development.

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