



Apply for your Building and Subtrade Permits online through [myBuild | Rocky View County](#)

BUILDING PERMIT CHECKLIST FOR A FARM BUILDING EXEMPTION

This checklist details the application submission requirements.

All items below and supplementary documents must be submitted with your application. Documents must be clear, legible, accurate and drawn to professional drafting standards.

The forms and documents referenced in this checklist are available at www.rockyview.ca/building.

*All digital documents should be unrestricted when submitted. *Secured/restricted documents* will not be accepted, as digital review, mark up and permit issuance cannot occur on documents with restrictions.

*All digital documents should be flattened when submitted.

- **Farm Building Exemption Application and Declaration Form:** [Farm-Building-Exemption.pdf \(rockyview.ca\)](#)
 - **Site Plan** – See Resources - 'Site Plan Information Sheet' on Rocky View County's website in the Building Permit section. <https://www.rockyview.ca/building-forms-documents>
 - All dimensions in metric (preferred scale – 1:200).
 - North Arrow.
 - Municipal address (i.e., street address).
 - Legal address.
 - Title block – showing name and phone number of designer/draftsperson.
 - Show all easements and utility rights of ways.
 - Front, side and rear yard setback dimensions to property lines.
 - Grades, geodetic or local (Alberta Land Surveyor):
 - a) Show existing and proposed grades at corners of property.
 - b) Show existing and proposed grades at ALL corners of building.
 - c) Show existing and proposed grades within 15m of building (or match grade slip).
 - d) Geodetic or local datum's for; Garage slab, Main floor, Basement, Retaining walls etc.
 - Slopes greater than 15%: show setback from top of bank to the proposed structure. (Building shall be located at least 20.0m (65.62 ft.) back from the top-of-bank of an escarpment where the grade exceeds fifteen per cent (15%)).
 - Area of the site and lot coverage (*if applicable – Please review your land use bylaw and development requirements).
- Owners and/or agents are responsible for ensuring that they will not damage or interfere with any utility, or any utility right of way or easement.*
- Owners and/or agents are responsible for ensuring the work being carried out complies with all applicable Land Use Bylaws, Subdivision requirements and/or Developers or Homeowners Associations Requirements.*
- **Building Plans** – Plans and Drawings are required to be to scale and to an acceptable professional standard: Plans are required to indicate (as applicable to your specific project):
 - Floor Plans with building areas, size, type and details for doors and windows, room names, fireplace type.
 - Structural Cross-Sections.
 - Elevations showing glazed opening calculations and building heights.
 - Construction details including foundation, wall, floor and roof assembly details including energy calculations, pad footing and strip footing sizes, flashing details.
 - Electrical layouts with fixtures and switch control locations.
 - Deck framing details, including pile and pad footing sizes.



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- **Sub Trade Permit Applications** (are their own applications, but must be submitted at the same time as the Building Permit Application)
 - Electrical Permit
 - Gas Permit
 - Plumbing Permit
 - Private Sewage Treatment System
- **Other items if applicable:**
 - **Solar** (mounted on the structure) – Refer to Solar Panel Checklist
 - **Geothermal** – Refer to Geothermal System Checklist
 - **Hydronic – Heating Systems** - Refer to Hydronic Heating Checklist and Hydronic Heating Systems for Dwelling Unit Guideline
 - **Equestrian Centre** – An equestrian center is not a farm building. A Development Permit and a Building Permit are required
 - **Private Riding Arena** – A Development Permit is required for a private riding arena