



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

BUILDING PERMIT CHECKLIST FOR WOOD STOVE OR WOOD FIREPLACE

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.*

- **Building Permit Application Form** (Not required if submitting online through [myBuild | Rocky View County](#))
- **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.
- **Wood Stove / Fireplace Specifications** – Provide manufacturers specifications for the wood stove, wood burning fireplace / solid fuel burning appliance with the permit application.

***NOTE:** Woodstoves and Factory Built fireplaces shall conform to the following standards where applicable

- CAN/ULC-S610 'Factory - Built Fireplaces'
- CAN/ULC-S628 'Fireplace Inserts'
- CAN/CSA-A405-M 'Design and Construction of Masonry Chimney and Fireplaces'