ROCKY VIEW COUNTY
Building Services

262075 Rocky View Point, Rocky View County, AB T4A 0X2
TEL 403-230-1401 EMAIL building@rockyview.ca
WEB www.rockyview.ca

COMMERCIAL PROJECTS
Building Permit Inspection Requirements

Please submit inspection requests three to five business days before your preferred inspection date. At a minimum, one full business day must fall between the date the request is submitted and the requested inspection date. This means the next business day cannot be selected.

Building permit inspection general information:

1. All applicable sub trade permits (electrical, plumbing, gas, private sewage, and sewer connections) must be applied for and issued before sub trade work is started.
2. Any outstanding fees or fines must be paid prior to scheduling an inspection.
3. ***The permit and the approved set of building documents (issued with your permit), must be on site and available to the inspector for each inspection.***

Typical required building permit inspection stages:

1. **FOUNDATION INSPECTION** (required before backfill of foundation):
   Permits and inspections required prior:
   - ***Sewer connection permits must be issued, inspected, and passed*** before the foundation inspection, or before framing inspection if foundation inspection is not applicable

   Work to be completed:
   - Foundation completed
   - Damp proofing in place (where required)
   - Weeping tile installed (where required)
   - Granular Cover in place (where required)

2. **FRAMING INSPECTION**:
   Permits and inspections required prior:
   - ***All applicable sub-trade permits (electrical, plumbing, gas, private sewage receipt) must be issued and applicable rough-in inspections completed*** prior to this inspection
   - Completed "Private Sewage Treatment System Permit" application must be submitted to Davis Inspection Services for design approval by an inspector. After the design has been received and approved, the permit is issued and work may begin on installation of the system. ***Private sewage systems must have an approved design and issued permit*** prior to a framing inspection.
   - All Sprinkler and Fire Alarm professional designs must be provided prior to the framing inspection
   - All Fire Stopping details for Mechanical and Electrical penetrations to be provided prior to the framing inspection

   Work to be completed:
   - Framing complete
   - Roofing installed
   - Exterior windows and doors installed
   - Mechanical rough-in completed
   - All electrical low voltage rough-ins completed
   - Fire Stopping of all penetrations installed
   - Any deficiencies / follow up requirements from previous inspections must be complete

April 2024

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COMMERCIAL PROJECTS
Building Permit Inspection Requirements cont'd

3. **FINAL INSPECTION**:

Permits and inspections required prior:

- All final inspections for sub-trade permits (electrical, plumbing, gas, private sewage) must be completed and passed

Work to be completed (where applicable):

- Building must be substantially complete (seasonal deficiencies are acceptable)
- Building will be checked for compliance with the current *Building Code* prior to occupancy being granted
- C1 and C2 schedules from all professional disciplines completed
- Sprinkler Verification from the Registered Professional of Record
- Fire Alarm Verification from the Registered Professional of Record
- Fire Alarm System Monitoring Certificate from the certified Monitoring Company
- Commissioning Report from the Integrated Testing Coordinator
- All requirements of the Development Permit must be signed off by a Development Compliance Officer
- Any deficiencies / follow up requirements from previous inspections must be complete

Additional Inspections:

Standard inspections for Foundation, Framing and Final are covered by your building permit fees. Additional inspections can be added for a fee to allow for alternative construction schedules and scopes:

- **Hydronic heating inspection**: Additional inspection prior to framing inspection. If multiple areas are planned and will be inspected at different times, more than one inspection fee may be required.

Re-Inspection / Extra Fees:

Should any additional inspections be requested or required to provide adequate compliance monitoring, an additional inspection fee must be paid prior to the inspection being performed. Re-inspection fees may be required under the following circumstances:

- The inspector is unable to access the building they have been called to inspect
- The project is not ready for inspection when an inspection has been called for
- The work has failed the inspection and requires a re-inspection
- An inspection is called for and a previous deficiency has not been corrected
- Re-occurrences of: failed inspections, no access, work not ready, deficiencies not corrected on the same project (including sub trade inspections) may increase the inspection fee

Inspection Fee Rates:

All inspection fees are subject to a Safety Codes Council Levy Fee. Please refer to the current Master Rates Bylaw for fee rates. (https://www.rockyview.ca/BuildingPlanning/BuildingPermits/Fees.aspx)

To Book a Building Permit Inspection:

Please book three to five business days prior to your desired inspection date.

- Online: **https://mybuild.rockyview.ca/**