

**CONDOMINIUM CORP. #062-7537  
CONSTRUCTION CHECKLIST & CONSTRUCTION PERMIT  
(PHASE 7)**

LOT #

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

**\*\* PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED**

**Part One**

**Complete Part One fully and submit to the Construction Committee for approval.  
Include approved copy of Part One in the Red Deer County Development Permit Application**

Allow 7 days to process.

Basement foundation must be set above the water table as per bylaw 36.3.

The water table varies across the Phase and fluctuates seasonally.

Contact the Construction Committee for assistance in basement depth design.

Contact the Construction Committee for assistance in storm water drainage design.

Incorporate the approved Part One design data into the Part Two overall cottage design.

1. Depth of basement excavation from finished grade elevation. \_\_\_\_\_

2. Depth to top of basement floor from finished grade elevation. \_\_\_\_\_

	Y	N	N/A
3. A dimensioned access routing, including turning radii, from the entrance gate to the unit for cottages constructed off site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Detailed floor plan of the cottage with dimensions, including attached garages and decks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parking area must accommodate 3 vehicles & 2 golf carts as per bylaw 34.3. Two car garage usable, minimum internal dimensions: 18' x 20' One car garage usable, minimum internal dimensions: 12' x 20'. Minimum usable golf cart parking dimensions: 5' x 11' Additional parking space must be allocated for steps and entrance landing			

5. Elevations and dimensions of all front, side, and rear views of all buildings and decks. (overall and detailed)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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6. A site plan prepared by a registered surveyor showing:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a) setbacks from front, side and rear of building(s) to adjacent property lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) driveway & parking locations, dimensions, and materials to be used.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle parking on the driveway must not encroach onto the roadway.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor parking spaces unobstructed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor vehicular parking oriented 20' horizontally perpendicular inwards from street side property line. The length may be reduced to 11' for golf carts.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) percentage of lot coverage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) dimensions of building(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Foundation and grade elevations prepared by a registered surveyor including:
- a) top of foundation elevation
  - b) elevation of finished grade against the foundation
  - c) elevation of finished grades at property lines
  - d) slope of driveway to be minimum of 2 inches above edge of road at 2 feet in from road edge.
  - e) storm water drainage plan


Ensure water drainage does not adversely affect adjacent properties.

- a) Positive drainage away from home / structure.
  - b) Storm water flow contained onsite, directed to street or back green space.
  - c) Original drainage pattern prior to construction must be maintained.
8. A detailed and dimensioned basement and footings plan.

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\_\_\_\_\_

\_\_\_\_\_  
(OWNER SIGNATURE & date)

**Construction Committee Use Only: Part One Approval**

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Print Names:	_____	
Signatures:	_____	_____
Date:	_____	_____

**\*\* To avoid approval delays, please make yourself aware of all condominium board requirements prior to submission, a copy of which may be found on line or within your purchase agreement. A review period of 7 days must be allowed for each submission.**

\*\* Incorporate the design information from part one into the overall cottage design and apply for the Red Deer County development and building permits.  
**Include a copy of the approved Part One with the RDC development permit application to avoid delays.**  
 Proceed to Part Two.

**Part Two**

1. A copy of Red Deer County Development Permit and a stamped, approved set of drawings must be included.

2. A copy of Red Deer County Building Permit (if applicable) and a stamped, approved set of drawings must be included.

3. Elevations and dimensions of all front, side, and rear views of all:

a)	all finishes (siding, parging, skirting, railings, masonry, etc)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b)	windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c)	permanent awnings, windscreens, privacy screens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d)	Fences, shed and/or firewood containment unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Supplier/manufacturer & colours of all exterior materials. Supply sample of siding/stucco. Select siding/stucco colour from Board-approved colour chart available at resort admin office. Same siding/ stucco colours must be at least 4 cottages away from each other on the same street side and if across the street, the cottage across would be considered the first one when counting. If a green space is behind, the colour cannot be the same as the cottage directly behind.

Siding: \_\_\_\_\_

Trim: \_\_\_\_\_

Roofing: \_\_\_\_\_

Soffit, fascia & eaves: \_\_\_\_\_

Front door, garage door: \_\_\_\_\_

Stone: \_\_\_\_\_

Fence: \_\_\_\_\_

5. The Condominium Corporation Security Deposit Agreement must be fully executed and the deposit paid. The form is available from the Corporation Manager.

6. Written permission must be obtained from adjacent lot owners if your construction process will require access to or through, have equipment stored or place surplus soil on their lot. Before construction begins, a fully executed Schedule "A" of the Security Deposit Agreement must be provided to the Construction Committee.

7. A registered surveyor must perform the actual stake out of the property prior to excavation.

8. Ensure that all underground utilities have been located (electrical, water & sanitary) prior to any type of ground disturbance being done eg. concrete pilings, screw pilings, foundations. An independent line locate may be required to locate all secondary utilities.

9. Approval of construction subject to the following additional conditions:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10 The Owner shall be responsible to ensure all construction complies with the standards of the Alberta Safety ( Building) Code, Part 18 of the Red Deer County Land Use By-law, the By-Laws of Condominium Corporation 062-7537 and the design specifications, terms and conditions of this Construction Permit.

\_\_\_\_\_

\_\_\_\_\_  
(OWNER SIGNATURE & date)

**Construction Committee Use Only: Part Two Approval & Construction Permit**

Print Names:	_____	_____
Signatures:	_____	_____
Date:	_____	_____
Construction Allowed:	From: _____ <small>Date</small>	Until: _____ <small>Date</small>

**\*\* To avoid approval delays, please make yourself aware of all condominium board requirements prior to submission, a copy of which may be found on line or within your purchase agreement. A review period of 7 days must be allowed for each submission.**

**Construction Progress Checklist:**

1. Basement excavation depth measured at \_\_\_\_\_ & verified compliant with design:

Measured by: \_\_\_\_\_ Date: \_\_\_\_\_

2. Setbacks to property lines measured & verified compliant with design:

Measured by: \_\_\_\_\_ Date: \_\_\_\_\_

3. External cladding & colour scheme compliant with design:

4. Inspection Reports received?

Final  
Real Property Report (if required by Construction Committee)