



MANUFACTURED/MOBILE HOME INFORMATION

County of St. Paul No. 19

5015- 49 Avenue, St. Paul, AB T0A 3A4

A building permit is required for the construction of a Manufactured/Mobile home within the County of St. Paul No. 19.

Below is a list of items and information that are required to begin the permitting process:

- Completed Development permit application form with a surveyed site plan.
- Completed Building Application Form
- Builder License for contractors or Owner Builder Authorization for individuals planning to build their own home.
For more information please visit www.builderlicensing.alberta.ca
- Copy of new Home Buyer Protection Act Registration Certificate or Exemption Certificate. To register, please call Alberta Municipal Affairs at 1-866-421-6929. <https://residentialprotection.alberta.ca/>
- Two complete sets of construction drawings printed or one PDF copy that include:
 - > Elevation drawings
 - > Floor plans for all developed floors, including area of each floor
 - > Foundation Plan (see below Foundation Information)
- Year of manufacture - manufactured homes more than 10 years of age will require an inspection report completed by a Safety Codes Officer prior to occupancy.
- Serial #, AMA #, CSA, QAI or Interek #
- Completed Manufactured Home Information Sheet
- National Energy Code for Building Compliance Report *
- National Energy Code 9.36 Compliance Report for houses and small buildings (new construction including additions.) *

****Questions regarding the two requirements listed above can be directed to Alberta Municipal Affairs, Safety Services at 1-866-421-6929 or by email at safety.services@gov.ab.ca***

Note: Manufactured Homes More Than 10yrs of Age

The development officer shall request an inspection of the manufactured home if it is more than 10 years of age. The inspection report must be completed by a Safety Codes Officer and submitted with the application forms.

Foundation Information

Foundations that are not required to be designed by a professional engineer or registered architect:

- Full concrete foundation
- 4 ft. concrete frost wall on a strip footing
- 4 ft. pier foundation on a spread footing

Foundations that are required to be designed by a professional engineer or registered architect:

- Concrete pile and grade beam systems
- Concrete piles
- Screw piles
- Preserved wood foundation
- Shallow foundation (slab on grade) over 55 sq.m
- ICF - Insulated Concrete Forms (may require engineering if no CCMC approval is provided)

If you require any information regarding the plans that are needed, please contact Superior Safety Codes at 1-866-489-4777.