

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING
December 12, 2017

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, December 12, 2017, in the Council Chambers, Worsley, Alberta, at 9:00 a.m.

- A) CALL TO ORDER**
- B) AGENDA**
 - A. REGULAR MEETING December 12, 2017 1*
- C) ADOPTION OF THE PREVIOUS MINUTES**
 - A. REGULAR MEETING OF November 28, 2017 2*
 - B. ORGANIZATIONAL MEETING OF November 28, 2017 4*
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
 - A. SUBDIVISION REFERRAL – M. & L. Knor – Recreational Seperation 6*
- I) CORRESPONDENCE AND INFORMATION**
 - A. Builder Licensing: Information for Municipalities 13*
- J) CONFIDENTIAL ITEMS**
- K) ADJOURNMENT**

Initials show support - Reviewed by: Development Officer:	Manager:
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**MINUTES OF CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION
COUNTY COUNCIL CHAMBERS
TUESDAY, NOVEMBER 28, 2017**

PRESENT	Miron Croy Peter Frixel David Janzen Raymond Wetmore	Member Member Member Member
ABSENT	Amber Bean	Member
ATTENDING	Allan Rowe Audrey Bjorklund Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Executive Assistant (EA)
CALL TO ORDER	Chairperson Croy called the meeting to order at 9:04 a.m.	

ACCEPTANCE OF
AGENDA

M93-17

RESOLUTION by Member Janzen to adopt the agenda governing the November 28, 2017, Municipal Planning Commission Meeting as presented. CARRIED.

APPROVAL OF
MINUTES

Previous Regular
Meeting Minutes

M94-17

RESOLUTION by Member Frixel to adopt the minutes of the October 13, 2017 Municipal Planning Commission Meeting, as corrected. CARRIED.

NEW BUSINESS

Development Permit
Application
G & A Woodgate

Development Permit Application W28-17 was received from Glen & Anna Woodgate to develop a second residence on SE 17-85-5-W6M.

M95-17

RESOLUTION by Member Wetmore that the Municipal Planning Commission approves Development Permit Application W28-17 from Glen & Anna Woodgate to develop a second residence (moved in stick built house) on SE 17-85-5-W6M subject to the following conditions:

1. Minimum setbacks from the property lines:
 - a. Front yard, 40.8m (134 feet)
 - b. Side yard, 15.2m (50 feet)
 - c. Rear yard, 15.2m (50 feet)

2. All structures moved in and/or constructed on site shall conform to all building code standards as set by Human Resources and Alberta Safety Codes Council.
3. All required Provincial/Federal Regulations to be adhered to.
4. The under-covering of the dwelling shall be completely screened from view by foundation or by skirting and shall be compatible in condition and aesthetic appearance with the dwelling.
5. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
6. Developer is responsible for obtaining all other permits such as building, plumbing, gas or electrical permits required for this development. **CARRIED.**

ADJOURNMENT

Chairperson Croy adjourned the November 28, 2017 Municipal Planning Commission Meeting at 9:14 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION
ORGANIZATIONAL MEETING
COUNTY COUNCIL CHAMBERS
NOVEMBER 28, 2017**

PRESENT

Miron Croy	Member
Peter Frixel	Member
David Janzen	Member
Amber Bean	Member
Raymond Wetmore	Member

ABSENT

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Audrey Bjorklund	Community Development Manager (CDM)
Bonnie Morgan	Executive Assistant (EA)

CALL TO ORDER

Chief Administrative Officer (CAO), Allan Rowe called the meeting to order at 9:18 a.m.

AGENDA
M96-17

RESOLUTION by Member Croy to adopt the agenda governing the November 28, 2017 Municipal Planning Commission Organizational Meeting, as presented. CARRIED.

NEW BUSINESS
Voting Procedure

Members of the Municipal Planning Commission determined if they wished to vote by secret ballot or a show of hands during the November 28, 2017 Organizational Meeting.

M97-17

RESOLUTION by Member Bean that the voting for Chairperson and Deputy Chairperson be done by a show of hands. CARRIED.

Election of
Chairperson

As per Bylaw 66-03, the Members of the Municipal Planning Commission shall elect a Chairperson from amongst themselves.

CAO Allan Rowe called nominations for Chairperson.

Member Frixel nominates Member Croy for Chairperson. Member Croy accepted the nomination.

CAO Allan Rowe called nominations for Chairperson for a second time.

CAO Allan Rowe called nominations for Chairperson a third and final time.

M98-17

RESOLUTION by Member Janzen to end the nomination period for the election of Chairperson. CARRIED.

MUNICIPAL PLANNING COMMISSION
ORGANIZATIONAL MEETING
TUESDAY, NOVEMBER 28, 2017

Page 2 of 2

Member Croy declared Chairperson by acclamation.

Member Croy took the Chair.

Chairperson Croy called for nominations for Deputy Chair.

Chairperson Croy nominates Member Bean for Deputy Chairperson.
Member Bean accepted the nomination.

Chairperson Croy called a second time for nominations for Deputy
Chairperson.

Chairperson Croy called a third and final time for nominations for
Deputy Chairperson.

M99-17

**RESOLUTION by Member Bean to end the nomination period for
the election of Deputy Chairperson. CARRIED.**

Member declared Deputy Chair Bean by acclamation.

ADJOURNMENT

Chairperson Croy adjourned the Organizational Municipal Planning
Commission Meeting on November 28, 2017 at 9:21 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	December 12, 2017
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	SUBDIVISION REFERRAL – M. & L. Knor – Recreation Separation
File:	61-02-02

DESCRIPTION:

Subdivision referral S10-17 (17MK037) was received from Mackenzie Municipal Services Agency regarding the application for a Recreation Separation subdivision from Mary and Leo Knor for SW-22-83-1-W6M (4.05 hectares – 10.00 acres).

BACKGROUND:

- Located in the Agricultural District (AG-1).
- The proposal is to subdivide from the quarter section a 4.05 hectares (10.00 acre) for recreational use.
- The land is rolling and the balance of the quarter is under brush and cultivation.
- The proposed parcel has access via an existing approach onto Highway 735.
- Access to the balance of the quarter may be required.
- The proposed parcel size is based on the existing development. There is minimal agricultural land within the proposed subdivision; therefore the parcel size is deemed to be appropriate for the intended use.

ATTACHMENTS:

- Subdivision application

OPTIONS:

- A. Deny the request
- B. Approve the subdivision request with conditions listed, or other conditions

RECOMMENDED ACTION:

RESOLUTION BY ... That the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the Recreation Separation subdivision from Mary and Leo Knor for SW-22-83-1-W6M (4.05 hectares – 10.00 acres). subject to the following conditions:

1. Developer shall pay Clear Hills County the amount of \$200 for offsite County services per developable lot.
2. Any outstanding property taxes to be paid in full on the land proposed to be subdivided or arrangements made which are satisfactory to the County.
3. All required Provincial/Federal Regulations to be adhered to.

Initials show support - Reviewed by: **Development Officer:**

Manager: 



RECEIVED

DEC 05 2017

CLEAR HILLS COUNTY
MACKENZIE MUNICIPAL SERVICES AGENCY

5109 - 51 Street P.O. Box 450
Berwyn, Alberta T0H 0E0
Phone: (780) 338.3862 Fax: (780) 338.3811
www.mmsa.ca

FAKED
Nov. 30/17

DATE: November 29, 2017
FILE: 17MK037

MUNICIPALITY: Clear Hills County

LEGAL: SW22-83-1-W6M

OWNER: M. & L. Knor

PROPOSED LAND USE: Recreational Use, Intensive

DEVELOPER/AGENT/SURVEYOR: Borderline Surveys Ltd.

MAY WE HAVE YOUR COMMENTS ASAP INASFAR AS YOUR AGENCY IS CONCERNED.
PLEASE ATTACH ANY ADDITIONAL COMMENTS.

SIGNATURE: _____

Comments received may be deemed public information.

- Subdivision Planner: Thomas Deming
- TELUS: Edmonton
- Atco Electric: Attn. Rita Klasson, Land Administration, Edmonton
- Atco Pipelines: Attn. Isabel Solis, Edmonton
- Gas Co op: North Peace Gas Co-Op
- Water Co op: N/A
- Municipality: Clear Hills County
- Alberta Transportation: Peace River

FORM 1
APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY
Date of Receipt for Completed Form: Nov. 29, 2017 File No.: 17MK037 Fee Submitted: \$725.00

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNERS BEHALF.

1. Name of registered owner of land to be subdivided: MARY + LEO KNOR Address and phone number: Box 118 Whiteclaw AB T0H 3T0
(Full Name in Block Capitals) 780 596 2266

2. Name of agent (person authorized to act on behalf of registered owner), if any: BORDERLINE SURVEYS Address and phone number: Box 2661 Fairview AB T0H 1A0
(Full Name in Block Capitals) 780 330 9939

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:
All part of the SW 1/4 Sec 22 TWP 83 Range 1 West of 6 Meridian
Being all parts of Lot _____ Block _____ Registered Plan No. _____ C.O.T. No. 882 011 926
Area of the above parcel of land to be subdivided 4.05ha hectares 10.00 (acres).
Municipal Address if applicable NIA

4. LOCATION OF LAND TO BE SUBDIVIDED:
a. The land is situated in the municipality of Clearhills County
b. Is the land situated immediately adjacent to the municipal boundary? Yes _____ No
If "yes", the adjoining municipality is _____
c. Is the land situated within 0.8 kilometres (0.5 miles) of the right-of-way of a highway? Yes No _____
If "yes", the Highway is No. 685 the Secondary Road is No. TWP 83A
d. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water or by a drainage ditch or canal?
Yes _____ No If "yes", state its name: _____
e. Is the proposed parcel within 1.5 kilometres (0.932 miles) of a sour gas facility? Yes _____ No

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED
Describe:
a. Existing use of the land Agriculture
b. Proposed use of the land Recreational Site
c. The designated use of the land as classified under a land use bylaw Agriculture

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)
a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) rolling
b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc - sloughs, creeks, etc) Brush + Cultivation
c. Describe the kind of soil on the land (sandy, loam, clay, etc) clay

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED
Describe any buildings and any structures on the land and whether they are to be demolished or moved see tentative plan

8. WATER AND SEWER SERVICES
If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal.
NONE (Except outhouses)

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF
I, JASON COATES hereby certify that
(Full Name in Block Capitals)
 I am the registered owner, or
 I am the agent authorized to act on behalf of the registered owner

and that the information given on this form is full and complete as is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.
Address: Box 2661 FAIRVIEW AB Signature: Jason Coates
Phone No.: 780 330 9939 Date: Sept. 12 / 2017

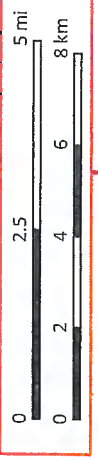
FURTHER INFORMATION MAY BE PROVIDED BY THE APPLICANT ON THE REVERSE SIDE OF THIS FORM

17MK037 - Location Map



County of
Northern Lights

M.D. of Peace No. 135



Subject
Site

M.D. of Fairview No. 136

Hines Creek

Proposed Subdivision - Recreational Use, Intensive
SW 1/4 22-83-1-W6M
Clear Hills County

Alberta 735

Alberta 685

Alberta 732

Alberta 64

MACKENZIE MUNICIPAL SERVICES AGENCY
SUBDIVISION COMMENTS

MUNICIPALITY: Clear Hills County DATE RECEIVED: Nov. 29, 2017
FILE: 17MK037 EXPIRY DATE: Jan. 29, 2018
LEGAL: SW 22 - 83 - 1 - W6M TIME EXTENSION:
APPLICANT/AGENT: M. & L. Knor (Borderline Surveys Ltd.)

PROPOSAL: The proposal is to subdivide from the quarter section, a 10.00 acre parcel for a recreational use (intensive).

ACREAGE IN TITLE: 160 acres
RESERVE REQUIREMENTS: Reserve is not required.
PROXIMITY TO URBAN MUNIC: 21.5 miles east of Hines Creek

SITE CHARACTERISTICS

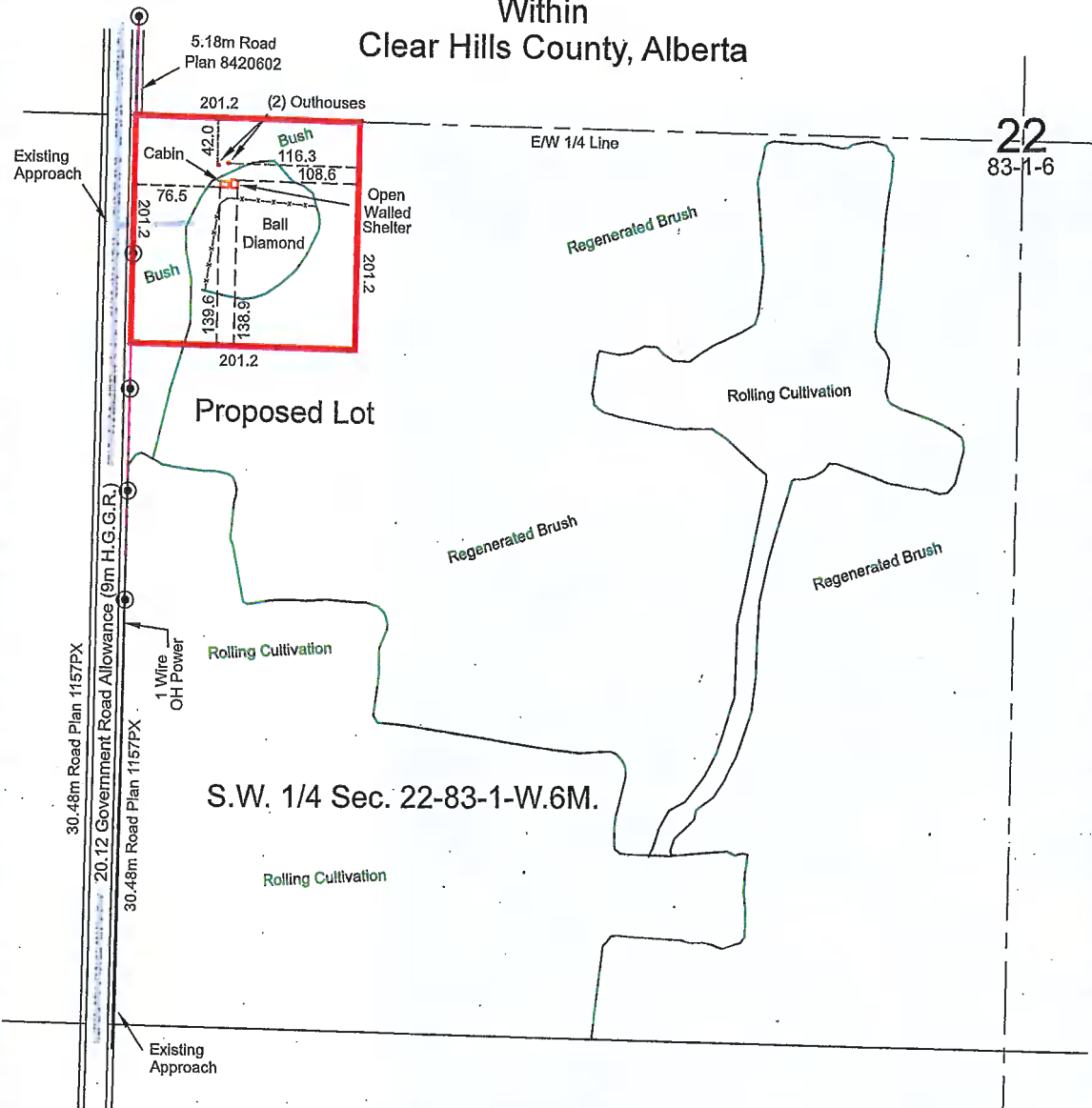
C.L.I.: 100% 4s
TOPOGRAPHY: Primarily rolling cultivation, regenerated brush and wooded areas.
EXISTING USE/DEVELOPMENT: Agriculture with an existing recreational use (ball diamond). There is also a cabin, open walled shelter and outhouses on site.
ROAD ACCESS: The proposed parcel has an existing approach onto Highway 735 (Road Plan 1157PX). There are no existing road accesses to the balance of the quarter. Alberta Transportation will be requested to comment on any highway concerns.
SERVICING: The servicing for the proposed parcel is to use the existing outdoor privies (outhouses). The site does not have any water servicing and does not propose any.
PARCEL SIZE: The proposed parcel size is based on the location of the existing development, particularly the inclusion of the existing recreational use (ball diamond).

LEGISLATION

LAND USE BYLAW: The subject land is located in the Agricultural District - 1 (AG-1). Regarding parcel size, Section 10.3(a)(ii) states all other uses besides farmstead separations and country residential lots are to be determined by the Development Authority based on use. The proposed use meets all setback requirements.
MUNICIPAL DEVELOPMENT PLAN: Section 2.2.1(a) recommends the County accommodate the development of rural recreation facilities.
SUBDIVISION REGULATIONS: Section 14 (highway vicinity) & Section 15 (service road).
MUNICIPAL GOVERNMENT ACT: No conflicts.

(These comments are subject to change based on additional information that may be received).

**Tentative Plan Showing
Proposed Subdivision of
SW. 1/4 Sec. 22, Twp. 83, Rge. 1, W.6M.
(For Recreational Site)
Within
Clear Hills County, Alberta**



LANDOWNER:

S.W. 1/4 22-83-1-W6:

Leo Knor
Mary Knor
C. of T. 882 011 926

PROPOSED LOT AREA:

Lot: 4.05 ha (10.00 Ac.)

**REGISTERED TITLE
ENCUMBERANCES
(Affecting Extent Of Title)**

None

Scale: 1:5000



LEGEND

- Lands Dealt With
- Road
- x-x- Fence
- Overhead 1-Wire Power
- ⊙ Power Pole



**BORDERLINE
SURVEYS**

10111 - 110th Street, Box 2661
Fairview, AB. 780 - 330 - 9939
www.borderlinesurveys.com

Page: 1 of 2
Date: Sept. 12th, 2017
Drawn by: JC
Job No.: 170090

Tentative Plan Showing
Proposed Subdivision of
SW. 1/4 Sec. 22, Twp. 83, Rge. 1, W.6M.
(For Recreational Site)
Within
Clear Hills County, Alberta



Photo
Scale: 1:5000

NOTE:

The site is not served by Electrical, Natural Gas, Water, or Septic service



Photo Date: 2012

**BORDERLINE
SURVEYS**

10111 - 110th Street, Box 2661
Fairview, AB. 780 - 330 - 9939
www.borderlinesurveys.com

Page: 2 of 2

Date: Sept. 12th, 2017

Drawn by: JC

Job No.: 170090

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	December 12, 2017
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	Correspondence and Information
File:	61-02-02

DESCRIPTION:

The Municipal Planning Commission is presented with correspondence for review.

BACKGROUND:

Attached are documents for information.

ATTACHMENTS:

- Builder Licensing: Information for Municipalities – email, letter and PowerPoint – (61-02-02)

RECOMMENDED ACTION:

RESOLUTION BY ...That the Municipal Planning Commission receives the correspondence and information of December 12, 2017 as presented.

Initials show support - Reviewed by: Development Officer:

Manager: 

Audrey Bjorklund

From: Allan Rowe
Sent: November-27-17 3:58 PM
To: Audrey Bjorklund
Subject: FW: Builder Licensing: Information for municipalities
Attachments: BL Presentation for Municipalities Agencies.pptx; BL QA for permit issuers.pdf

From: BuilderLicensing@gov.ab.ca [mailto:BuilderLicensing@gov.ab.ca]
Sent: November 27, 2017 3:38 PM
To: Allan Rowe <Allan@clearhillscounty.ab.ca>
Subject: Builder Licensing: Information for municipalities

To all Municipalities and Agencies:

You may be aware of this information already as we are communicating through various channels. We want to ensure that information about builder licensing is received widely. New requirements for residential builders come into effect on December 1, 2017. Going forward, new homes in Alberta must be built by somebody with a valid licence or an Owner Builder Authorization. This will be required in order to register new homes and to obtain building permits for new homes.

Licensing will apply to anyone constructing new residential units, including condominiums and large multi-family homes. Individuals who want to build their own home can do so with a valid Authorization whether they choose to build with or without warranty.

To minimize disruption to the industry, the program will be phased in over a few months, beginning December 1 until full implementation on May 1, 2018. Builders who have been active in Alberta over the previous two years may receive a Provisional Licence (temporary licence) on December 1, based on their track record with related consumer protection and safety legislation. This licence will expire on May 1, 2018. Full licence applications will be available online beginning December 1, 2017.

All licensed builders will be posted on an interim registry, located at www.builderlicensing.alberta.ca. Municipalities can verify the status of a builder by checking this registry. Licensed builders will also receive a Certificate of Licence in the mail, and the Registrar's Certificate of Approval will also reflect licence status after December 1. A full public registry will be released in the spring, 2018.

We have attached a presentation and a Q&A to provide some additional information about builder licensing requirements. If you have further questions, please contact our office at 1-866-421-6929 or email builderlicensing@gov.ab.ca.

Monte Krueger

FREQUENTLY ASKED QUESTIONS

Q. What happens on December 1, 2017?

On December 1, 2017 licensing requirements take effect for residential builders in Alberta. Going forward, builders will need to be licenced in order to obtain building permits for new homes and to register new homes.

Provisional licences will be given to builders who have been active in Alberta over the last two years and who have a good track record. This is a temporary licence that will allow builders to continue building, it will be business as usual for them. Full licence applications will also be available online on December 1.

Q. What are the implementation timelines?

Prior to December 1st - No licence is required to issue building permits, only warranty coverage.

December 1, 2017 - Program requirements come into effect. Provisional licences are issued to existing builders in good standing.

March 31, 2018 - All builders, including those with a provisional licence, are encouraged to submit their licence application before this date.

May 1, 2018 - Provisional licences expire. All builders must have a full licence after this date in order to obtain building permits for new homes and to build new homes in Alberta.

Q. Are there different licence types?

Yes, builders can apply for either a developer or general contractor licence.

A provisional licence will cover both classes of licence.

Q. Is this applicable to all permit applications?

Any building permit applied for before December 1, 2017 but not issued will be grandfathered. All new permits applied on December 1, 2017 and onwards will require a builder licence.

Q. Is there a public registry for the approved builders that is available for our reference?

An interim registry will list all licensed builders, and will be available at: www.builderlicensing.alberta.ca. A full public registry will be available in spring, 2018.

Alberta

Builder Licensing Implementation Agencies and Permit Issuers

Municipal Affairs
Government of Alberta

1

Alberta

New Home Buyer Protection Act

- In 2014, the *New Home Buyer Protection Act* (NHBPA) introduced mandatory warranty on new homes.
- In 2017, the NHBPA was amended to require residential builders to obtain a builder licence.
- The Act provides authority for the Registrar to issue, not issue, suspend, cancel or place conditions on a licence.
- Individuals who want to build their own home can do so with a valid Authorization.
- Legislation and regulations come into effect December 1, 2017

2

Alberta

Regulations

- New Home Buyer Protection (General) Regulation
- New Home Buyer Protection (Ministerial) Regulation
- Permit Regulation
- Regulations establish:
 - Application and eligibility requirements
 - Grounds for denying a licence and what Acts are prescribed
 - Powers of the Registrar to ask for additional information
 - Establishing two classes of licences
 - Public reporting requirements
 - Repealing the *New Home Buyer Protection (Regional Municipality of Wood Buffalo) Regulation*
 - Annual renewal
 - Provisional licence eligibility

3

Alberta

Permit Amendment Regulation

Building permit for new home 6.1(2)

- A permit issuer shall not issue a permit for a proposed new home unless the applicant provides evidence to the permit issuer, in a form acceptable to the Registrar, that the proposed new home
 - (a) complies with the requirements of the *New Home Buyer Protection Act*, and
 - (b) will be built by a person that holds the appropriate licence or authorization or is exempt from the requirement for a licence or authorization.

4

Alberta

Permit Amendment Regulation

Building permit for new home 6.1(2.1)

- Before issuing a building permit to an applicant, a permit issuer may require the applicant to produce the applicant's operator's licence or another form of identification that is issued by the Government of Canada or a province, is satisfactory to the Registrar and shows the applicant's date of birth.

5 This Regulation comes into force on December 1, 2017

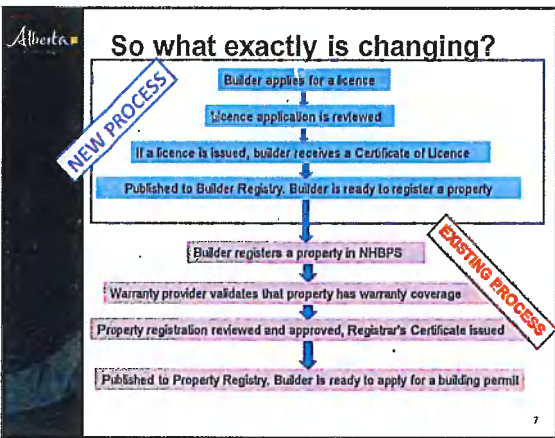
5

Alberta

What are my responsibilities as a permit issuer?

- Currently under the NHBPA, a building permit cannot be issued without warranty coverage or an exemption from coverage.
- That process remains in place, and beginning December 1, 2017, the permit applicant must also provide proof that the new home will be built by someone with a valid builder licence.
- Licence status can be confirmed by checking:
 - Registrar's Home Registration Certificate
 - Certificate of Licence
 - Builder Registry

6



Alberta

Provisional Licences

- Provisional licence is a temporary licence that will give builders additional time to apply for a full BL.
- There is no formal application or fee required.
- Provisional licences will be issued to builders who:
 - have constructed at least 2 homes in Alberta in the last 2 years
 - Have a good track record
- Provisional licences expire on May 1, 2018.

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Alberta

What if a builder isn't issued a provisional licence?

Builder Licence Application

- New builders who have not previously registered new homes with the New Home Buyer Protection Office are not eligible and will follow standard application process.
- Licence applications will be submitted through the current NHBPS System online.
- The application fees are:
 - \$600 for a new licence
 - \$500 for annual renewal
- Applications start December 1, 2017.

9

Alberta

Public Registry

- An interim registry will provide information about licensed builders in Alberta.
- In spring, 2018, a new public registry will provide information about builders in Alberta, which may contain:
 - Name and contact information of the builder
 - Associated construction companies
 - Licence status
 - Compliance record
 - Number of new homes in the registry

13

Alberta

What information can you find on a Registrar's Certificate?

✓ New Home Registrar's Certificate must include the following details:

- Builder and Builder Licence Information**
 - Licence Number
 - Class of Licence
 - Status
 - Expiry date
- Warranty details**
 - Warranty provider
 - Warranty information

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Alberta

Registrar's Certificate of Approval

Alberta Government Registrar's Certificate of Approval
New Home Buyer Protection Office

Registrar's Office
Alberta Registrar's Office
10100 - 105 Street
Edmonton, Alberta T6E 0K4
780-422-2228

Registration Form ID: 1177/CS1211
Issue: Approved
Approval Date (YYYYMMDD): 2017-10-01

Builder's Legal Name: ABC Builders Ltd.
Address: 1234 Street NW, Edmonton, Alberta T6E 0V7
Phone: 780-422-2227

Licence Information			
Licence Number	Licence Class	Licence Class	Licence Expiry Date
T123456789	Home	Owner/Contractor	2018-12-31

Warranty Provider: ABC Insurance Company of Canada (Member of National Trust)
Website: www.abcinsurance.com

Building Information

Building Type	Single Detached Home
Total Number of Units:	10
Number of Units Currently Registered:	10
Approved/Withdrawn on Public Register:	10/0
Registration Fee (\$):	1,000.00 (REGISTRATION FEE)
11/01/2017	1,000.00 (REGISTRATION FEE)
Address (P.O. Box):	1234 Street NW, Edmonton, Alberta T6E 0V7

New Home Buyer Protection Approval on: November 21, 2017

Registrar
The undersigned is a member of the Registrar's Office of the New Home Buyer Protection Act and is authorized to issue this Registrar's Certificate of Approval.

15



Two Classes of Licence

- Licence class reflect Alberta Building Code requirements
- **General Contractor Licence** where a Coordinating Registered Professional is not required by the Alberta Building Code (residential buildings that are 1-4 units)
- **Developer Licence** where a Coordinating Registered Professional is required by the Alberta Building Code (residential buildings that are 5 or more units)

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Builder Licence Application

- Business contact information, including names and contact information for directors, and copy of Government-issued identification
- List of associated building companies
- Proof of acceptance by a warranty provider
- Any history of fraud (previous 10 years)
- Any undischarged bankruptcies or arrangements under the Companies' Creditors Arrangement Act that have not been completed
- Building-related court proceedings (previous 5 years)
- Compliance record with safety and consumer protection legislation (previous 3 years)
 - *Safety Codes Act*
 - *New Home Buyer Protection Act*
 - *Fair Trading Act*
 - *Condominium Property Act*
 - *Occupational Health and Safety Act*

11



Why might the Registrar refuse, cancel, or place conditions on a licence?

- Non-compliance with consumer protection and safety legislation
- Fraud convictions or bankruptcies
- False statement or refusing to provide information on material matter
- Identified risk to consumers

12

Alberta

What will I see on a provisional licence vs. a full licence?

- Provisional Licence
 - Registrar's Certificate with Licence number
 - No Licence class description
- Full Certificate of Licence
 - Licence number
 - Licence Class
 - Status
 - Expiry Date

16

Alberta

Provisional Certificate (Provisional Licence)

17

Alberta

What about Owner Builders?

- There are no changes for Owner Builders
- Owner Builders can build their own home with an Owner Builder Authorization. This applies whether they build with or without warranty
- If an owner builder chooses to build their home with warranty, warranty information will be included on the Authorization
- ✓ Owner Builder Authorization Certificate:
 - ❖ Without warranty—regular building information
 - ❖ With warranty includes warranty details
 - Warranty provider
 - Warranty Information

18
