



Our Builder e-Newsletter keeps you informed on the latest building and construction news with updates such as the latest City building and construction information, building code changes, fee updates, seasonal notices and CityView tips and tricks.

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## October 2024 Update

### Fall has arrived!

#### Seasonal Notes

- All temporary heat installations require a gas permit and inspections prior to use.
- Cold weather concrete pouring should follow the [National Building Code](#).
- Storage container permit applications are only accepted May 15 - October 15, as per the [Traffic Bylaw](#).
- Business licence renewal is approaching. Watch your business email inbox for instructions starting on **November 15th**.



#### Reminders for Lot Grading

- Check the [website](#) for the **closing date** for the lot grading season. In case of inclement weather, any pending inspections will automatically be carried forward to the next season.
- There is a 10-business day response time (weather dependent) from the inspection request to the lot grading report being emailed.
- Re-inspection fees must be paid on the CityView Portal prior to requesting the re-inspection.

Inquires and questions? Please contact [Lot Grading](#)

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### Other news to share

#### Construction sites must have the following:

- Fencing (6' high) is required for all open excavations in developed areas, as per the [National Building Code](#).
- Temporary addresses are required and must be visible from the street.

#### Site Plan requirements:

- All setback measurements should be in metric and rounded off to the tenth decimal point.



#### Did you know?

- The Quality Management Plan ([QMP](#)) was updated on May 1, 2024.  
\*Please note that the number of inspections for trades permits has changed.
- [Permit combination packages](#) are now available. Builders can submit all the trades permit

- applications as a package, which makes project planning and monitoring easier.
- Prior to occupancy, Real Property Reports must be uploaded to the development permit through your CityView Portal account.
- Response times for phone/email inquiries and inspection requests are anticipated within one business day. Multiple requests for the same inquiry may result in a delayed response time.
- For [Zero Side Yard Development](#), there should be no hard surfacing within the maintenance easement.

### CityView Portal

- Login to [your Portal account](#) to access permit information such as: fees, conditions, inspections, reports, approved plans, and receipts.

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## Questions?

To learn more about building in Spruce Grove visit our [website](#) for more details.

If you have any questions, please contact the Planning and Development department by [email](#) or by phone at [780-962-7582](#).

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