



## Town of Crossfield

### Building Permit Application - New Construction Information

Permit #: \_\_\_\_\_

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

**The following list is for your information and assistance when commencing new construction in the Town of Crossfield.**

1. The Contractor must contact the Town of Crossfield Operational Services Department for water and sewer connection inspection, **prior to** backfilling by contacting 403-946-5878.
2. A water meter must be purchased for each newly constructed property. Please Contact the Town office at 403-946-5565 to confirm current meter prices.
3. The Plumbing contractor is responsible for picking up a water meter from Town Operational Services Department at 403-946-5878 and ensuring it is installed **prior** to occupancy.
4. A water and sewer account must be set up **prior** to water connection. Please call the Town Office at 946-5565. A utility account set up fee is required and will be placed on the first water and sewer billing. Water and Sewer bills are sent out bi-monthly.
5. The Town of Crossfield's transfer site **does not** accept construction waste. Contractors are required to have a construction waste bin located on their property. Placement on sidewalks or roadways is not permitted, unless written permission from the Town of Crossfield is received. These bins can be rented from A & R Waste Removal, RMW, Waste Management, Laidlaw Waste, or BFI.
6. All contractors/builders must display property addressing during all stages of construction *(As outlined within the Town of Crossfield Addressing Bylaw 2017-08)*
7. All contractors are required to hold a valid Town of Crossfield Business License. Business Licenses can be obtained at the Town Office.

If you have any other questions or concerns, please do not hesitate to contact the Town Office at 946-5565 or via e-mail at [town@crossfieldalberta.com](mailto:town@crossfieldalberta.com).

Thank you for your cooperation.

**I have read and agree with the provisions listed about for new construction.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date