



Our Builder e-Newsletter keeps you informed on the latest building and construction news, featuring City updates on building code, fee changes, and seasonal notices, to make building in Spruce Grove a breeze!

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## May 2025 Update

### Seasonal News!

**Lot Grading inspection season has officially opened as of May 1, 2025 .**

Please submit your inspection requests via [CityView](#) or send them to [lot.grading@sprucegrove.org](mailto:lot.grading@sprucegrove.org). Please check the City's [website](#) for updated information regarding lot grading.

### Lot Grading Process

In the City of Spruce Grove, lot grading requires two steps:

- Rough Grade
- Final Grade

Both steps require the City to inspect the grade once complete. It is the **builder's responsibility** to communicate closely with homeowners to ensure rough grade approval is obtained **prior** to homeowners finishing their final grade.

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### Reminders

#### Construction Fire Safety Plan

Complete the [Construction Fire Safety Plan](#) and submit it with your building permit application.

\*Be sure to include all contact information.

#### Noise Limits and Site Cleanliness

Please review the [Community Standards Bylaw](#) in reference to Noise Limits and Construction Site Cleanliness.

#### Occupancy certificates

- Occupancy certificates are required **prior** to buildings being occupied.
- To avoid delays, ensure all trades permits are closed and compliant **prior** to final building inspections.
- Please review the [Safety Codes Services Permit Bylaw](#) and Schedule K of the [Development Fees and Fines Bylaw](#) that apply to occupancy.

#### Retaining Walls

- A building permit is required for retaining walls in certain circumstances such as:
  - Being **directly connected** to a building foundation or providing support for a building structure



- Being **adjacent** to public property or an access to a building
  - Exceeding **1.2 meters** in height
  - Retaining walls over **1.2 meters** in height will require structural engineering approval included in the permit application.
  - Any retaining wall with an elevation difference between walking and adjacent surfaces exceeding **600 millimeters** must have **guards** installed as per the [National Building Code - 2023 Alberta Edition](#).
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## Did you know?

If you are unable to request an inspection, please check for any open conditions on the permit using your [CityView](#) Portal account, such as:

- Outstanding Water and Sewer Service Connection inspection
  - Incomplete or missing Construction Fire Safety Plan
  - Outstanding signed Verification of Compliance (VOC)
  - Any unpaid fees on the permit
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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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