



Building Advisory B23-010
May 20, 2025

Subject: Professional Involvement Based on Complexity

Background:

The City of Calgary has seen a significant increase in incomplete building permit applications for complex projects, often with many building code deficiencies. Incomplete building permit applications delay all applicants, even those with complete applications.

The National Building Code - 2023 Alberta Edition provides the authority having jurisdiction the discretion to require the involvement of one or more registered professionals to authenticate all or part of the drawings and specifications, and to perform field reviews based on complexity, when a building would not necessitate professional involvement under Division C 2.4.1.1.(4).

Division C 2.4.1.1. General (Professional Involvement)

4) If the size or complexity of a project may give rise to special safety concerns, the authority having jurisdiction may require the involvement of one or more registered professionals to authenticate all or part of the drawings and specifications and perform field reviews.

Examples of applications where the building area or dwelling unit amount would not necessitate professional involvement under Division C 2.4.1.1.(4), but may be required it based on complexity, includes, but is not limited to:

- Part 9 Group C buildings reviewed under Division B 9.10.14.
- Change of occupancy of buildings. This can include Part 9 Group C buildings reviewed under Division B 9.10.15. changing to a different major occupancy.
- Buildings containing firewalls.
- Group F, Division 1 buildings.
- Additions, second storeys or mezzanines being added to an existing building.
- Alternative Solutions.

Advisory:

The City of Calgary has the authority to require the involvement of one or more registered professionals and a coordinating registered professional, to authenticate all or part of the drawings and specifications, provide schedules and perform field reviews based on project complexity, to assist in obtaining higher quality building permit submissions and to reduce the number of incomplete building permit applications.

Applicants should review [B23-005 Building Permit Complete Application](#) and the referenced guidance documents within, which can assist in ensuring an application is complete before applying for a permit.

This interpretation was accepted by the Codes and Standards Technical Interpretation Committee (CSTIC – May 20, 2025).

Chief Building Official
The City of Calgary

This Advisory is issued by The City of Calgary, Calgary Building Services. Advisories have no legal status and cannot be used as an official interpretation of the various bylaws, codes, and regulations currently in effect. The City of Calgary accepts no responsibility to persons relying solely on this information.