



EXPEDITED REVIEW FOR BUILDERS PROGRAM
(the “XRB Program”)

QUALIFIED BUILDER INTAKE ACKNOWLEDGEMENT FORM

[Qualified Builder Name]

[Qualified Builder Address]

[Qualified Builder Email Address]

[Phone Number]

The Qualified Builder expressly acknowledges and understands the following:

1. Participation in the XRB Program requires strict adherence to program parameters prescribed by the City. The City reserves the right to revoke the status of a Qualified Builder at any time, in its sole and absolute discretion;
2. The XRB Program is an optional program available to Qualified Builders constructing new single detached or semi-detached dwellings that:
 - a. are proposed on sites located in developing areas with a Masterplan in place; and
 - b. do not require a development permit;
3. The Qualified Builder must successfully complete the City’s e-learning course as may be required by the City, to the City’s satisfaction, prior to the submission of any applications for the XRB Program;
4. The intention of the XRB Program is to reduce the Single Construction Permit issuance timeframe;
5. The Qualified Builder is eligible for the XRB Program because it has constructed ~100 single detached or semi-detached dwellings per year in the last three years (2021-2023), without issue, in the opinion of City officials. For clarity, without issues means, but is not necessarily limited to, no complaints received, no warnings (verbal or written), or orders issued;
6. Notwithstanding the XRB Program, all relevant legislation applies, and the Qualified Builder must ensure compliance thereto. Relevant legislation includes, but is not necessarily limited to, City of Calgary Land Use Bylaw 1P2007 (Land Use Bylaw), as amended, and the edition of the National Building Code, Alberta Edition in force at the time when the permit is applied for;

7. The Qualified Builder is responsible for ensuring the information submitted in the applicable Land Use Bylaw checklist is truthful, accurate, and meets the requirements of the Land Use Bylaw;
8. The Qualified Builder must provide all documents requested by the City. Permit application submissions including plans that have not been reviewed by the XRB Program are not eligible;
9. Built product must be constructed in strict accordance with the XRB stamped permit drawings reviewed by the City of Calgary;
10. No preference will be given to revisions to reviewed plans, revisions will be queued with all other permits and will be processed pursuant to regular processing timelines;
11. Construction beyond the scope of a partial permit is not permitted until the single construction permit is issued and any revision review process is complete;
12. The applicable inspection process will follow standard residential inspection processes (i.e. the Qualified Builder shall use the online inspection booking system), no preference will be given to XRB projects in scheduling or conducting inspections;
13. An XRB project is considered complete upon satisfactory inspection of the built product, the satisfaction of which is in the sole and absolute discretion of the City;
14. All documents and information requested by the City shall be provided to the City's satisfaction, at the cost of the Qualified Builder;
15. This form, as amended from time to time, requires annual review and renewal; the Qualified Builder must provide this form, along with a written request to renew at least sixty (60) days prior to _____; and
[INSERT DATE THAT IS ONE YEAR FROM THE DATE THE FORM IS SIGNED]
16. **Failure to comply with the XRB Program parameters may result in suspension from the XRB Program, the loss of Qualified Builder status, or other enforcement action, at the discretion of the City.**

Questions or requests related to participation in the XRB Program may be directed to:
XRB@calgary.ca

SIGNED BY _____, on behalf of the Qualified Builder:
[INSERT NAME OF PERSON SIGNING]

TITLE:

DATE: