

## Electrical Permit Process

Please note the following process for obtaining an electrical permit as related to building street light infrastructure on behalf of The City of Calgary street light system. If you have hired a subcontractor to work on your behalf, please ensure they are familiar with this process.

- Electrical permits are required for streetlighting work on public and private property.
- If the streetlighting work is located within Calgary's city limits on roadways that are owned and maintained by Alberta Infrastructure, please contact us.
- To obtain an electrical permit from the City of Calgary please refer to this online information for eligibility and direction [Trade Permit contractor information \(calgary.ca\)](#)

To streamline the process for contractors doing streetlighting work on City of Calgary owned property the following procedures are required to be followed:

- All permits that are obtained for streetlighting work on City of Calgary owned property need to use the address of 2808 Spiller RD SE. This enables Electrical Inspections to administer the inspections on these permits.
- A separate permit is required for all streetlighting systems that are fed from the same transformer. If there are two streetlighting systems fed from two Enmax transformers, two permits would be required.
- Once a permit is obtained, the IFC drawings **must be emailed** to [electrical.inspection@calgary.ca](mailto:electrical.inspection@calgary.ca). **This important step ensures that the correct Safety Codes Officer (SCO) is assigned to the permit and the SCO is able to complete the inspection.**
- Inspections should be booked through [Inspections \(calgary.ca\)](#) using a VISTA login.
- The company and or site contact that is listed on [Inspections \(calgary.ca\)](#) when the inspection is booked should be available by phone on the day of the inspection, should the SCO have any questions.
- If any inspection reports or verification of compliance (VOC) letters are generated they will be emailed to the company contact and are also available through VISTA.

Please direct questions to [electrical.inspection@calgary.ca](mailto:electrical.inspection@calgary.ca)