

APPLICATION FOR A DEVELOPMENT PERMIT

(Office Use Only)	
APPLICATION: _____	APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>
ROLL NUMBER: _____	FEES: _____ RECEIPT: _____
SPECIAL CONDITIONS APPLIED TO PERMIT APPROVAL: _____	

DEVELOPMENT OFFICER _____	DATE / / DD/MM/YYYY
PERMIT EFFECTIVE 14 DAYS AFTER APPROVAL. DEVELOPMENT MUST BE COMPLETED WITHIN 2 YEARS OF PERMIT APPROVAL	

TO BE COMPLETED BY THE APPLICANT:

OWNER/APPLICANT INFORMATION		
Applicant:		
Address: _____	Postal Code: _____	
Phone Res: _____	Cell: _____	
Business: _____	Fax: _____	
Registered Owner(s) (if different from applicant):		
Address: _____	Postal Code: _____	
Phone Res: _____	Cell: _____	
Business: _____	Fax: _____	
Date of Application: _____	Date Application deemed Complete: (Office Use Only)	
Proposed Commencement Date: _____	Estimated Completion Date: _____	
PROPERTY INFORMATION		
Lot: _____	Block: _____	Plan: _____
¼ of Section _____: Township _____: Range _____: W6M		
Area (Ha/Ac): _____		

NOTE: THIS DEVELOPMENT PERMIT APPLICATION WILL NOT BE ACCEPTED UNLESS THE APPROPRIATE FEE IS SUBMITTED WITH THE APPLICATION.

I hereby make application under the provisions of the Land Use By-Law for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.

Signature of Applicant or Agent: _____ Date: _____

I hereby authorize the above named Agent to make application on my behalf under the provisions of the Land Use By-Law for a Development Permit in accordance with the plans and supporting information submitted herewith and forming part of this application

Signature of Owner(s): _____ Date: _____
(If different from Applicant)

The personal information requested on this form is being collected for development permit application, under the authority of Municipal Planning Government Act (MGA) and is protected by the Freedom of Information and Protection of Privacy (FOIP) Act. If you have questions about the collection, contact our FOIP Coordinator at (780 354-2201).

DEVELOPMENT APPLICATION FORM

DEVELOPMENT INFORMATION

This is a **NEW** development: **OR** This is an **ADDITION/ALTERATION** to an existing building:

Construction Value: \$ _____

(a) Development Permit Fee: \$ _____

(b) Is Off-Site Levy Required?

Yes: \$ _____

No

Total Fees Paid (a + b): \$ _____

NOTE: For Development Permit Fees C-3-1 Fees & Charges Policy on the Town website (www.beaverlodge.ca), or call (780)354-2201 ext: 1011.

Off-Site Levy charges

Where a property was not previously connected to water and the property owner requires a connection to water, a connection fee shall be charged as follows:

\$1,500 for ¾ inch (18mm) or smaller plus cost of the meter.

\$2,500 1 inch (25mm) or larger plus cost of the meter.

Lot Width:	Lot Depth:
Lot Area:	Lot Coverage:
Landscaped Open Space (%):	Is this lot located on a corner? [] Yes [] No
Number of Parking Spaces:	(Commercial) Number of Loading Spaces:
Driveway Width:	

SITE INFORMATION

Existing Use of Site: _____

Proposed Use of Site: _____

Set Back and Building Information			
Front Yard:	Exterior Side Yard:	Interior Side Yard(s):	Rear Yard:
Building Height:	Size:	Sq Ft	Sq Meters
Number of Units (Residential Only):			
Additional Site Information (Based on Proposed Development):			

Scaled Site Plan Attached? [] Yes [] No

DEVELOPMENT APPLICATION FORM

In addition to the foregoing, the following information must be attached to this application:

1. Current Certificate of Title
 - a) Application must either be signed by each owner on title OR be accompanied by a letter authorizing the applicant to act on behalf of all registered owners.
 - b) Copy of all registered easements and right-of-ways
2. Building Plans: 1 sets consisting of:
Either one (1) set of 11 X 17; (1) 34 X 40 or larger OR (1) in an electronic format, showing:
 - a) Floor plans
 - b) Elevations, including existing and finished lot grades and street grades
 - c) Exterior finishing materials
 - d) Location of existing and proposed outdoor storage areas and garbage collection facilities,
 - e) Location and dimensions of proposed culverts and crossings,
 - f) Location of proposed water and sewer lines
 - g) Location of existing underground gas, electrical or telephone lines,
 - h) Any other features required to be shown as determined by the Development Authority

Building Plans may be submitted electronically as a PDF document.
3. Site Plans, drawn to scale and showing:
 - a) Legal description of the site
 - b) North Arrow
 - c) Dimensions of the site
 - d) The dimensions and relationship to property lines of all existing and proposed buildings and shelterbelts
 - e) Parking stalls, vehicle circulation areas, walkways and road access points
 - f) Landscaping, retaining walls, fences and other screening
 - g) Where applicable, the location of existing and proposed wells, septic tanks, disposal fields, culverts, right-of-ways, overhead and underground utilities, and crossings and easements
 - h) Drainage plans

Site plans may be submitted electronically as a PDF document.
4. For Industrial, Institutional, Commercial or Multi-Family Residential Uses:
 - a) Type or use
 - b) Number of employees (if applicable)
 - c) Number of dwelling units (if applicable)
 - d) Estimated water demand
 - e) Transportation routes to be used (rail and road)
 - f) Reason for specific location
 - g) Any ancillary work required (pipeline, railway, spurs, etc.)
 - h) Landscaping plans illustrating location and approximate dimensions of all existing and proposed trees, shrubs, and other landscaping features proposed
 - i) Parking lot plan, illustrating the proposed location, layout and surface treatment of the parking area, including the size and number of parking stalls, also noting the location, size and number of handicapped stalls.