



COUNTY OF STETTLER NO. 6

Development Permit Application

This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of this application or by a person authorized to act on the registered owner's behalf. The application form must be accompanied by a site plan that provides applicable details of the proposed development. If there are any additional supporting documents (i.e. photos, blueprints, drawings professional studies, etc.) that help explain the application, please provide them upon submission.

Office Use Only	
File #:	
Date Received:	
Application Fee:	
Receipt:	
Land Use District:	
Permitted/Discretionary Use:	
Status Letter Sent:	
Date Deemed Complete:	

1. CONTACT INFORMATION	
Applicant Name(s):	
Mailing Address:	Postal Code:
Phone #:	
Email:	
Landowner Name(s), if not the Applicant:	
Mailing Address:	Postal Code:
Phone #:	
Email:	

2. CONSENT TO ELECTRONIC PROCESS	
I/We, the landowner(s) and/or agent(s) acting on behalf of the landowner(s), consent to the use of email communication, which includes electronic documents, stamps, and signatures, for all notices related to this application.	<input type="checkbox"/> YES <input type="checkbox"/> NO

3. LEGAL LAND DESCRIPTION

All/part of the _____ ¼ Sec. _____ Twp. _____ Range _____ West of the _____ Meridian

Being all/part of Lot _____ Block _____ Registered Plan _____

Municipal Address (if applicable):

4. PROPOSED DEVELOPMENT (a site plan must accompany this application)

Describe the Proposed Development: (attach additional pages if necessary)

Floor Area (main floor)

Proposed Setbacks: *front* _____ *Rear* _____ *Sides* _____ *and* _____

Access: Existing Approach Yes ___ No ___ *if not, a request for an access approach must accompany this application.*

Estimated Value of Proposed Development:

For Mobile Home/Recreational Vehicles/Modular Only:

Model _____ Year: _____ Serial Number _____

5. RIGHT OF ENTRY

The characteristics of the land must be considered when development permit applications are reviewed. A visual site inspection of the area and any improvements on the land is necessary to determine these characteristics and any impact the proposed development may present. As the owner, or person in possession of the land proposed for development, please indicate, whether an authorized person may enter upon your land to carry out a visual site inspection.

Yes, I am in favour of an inspection of my property.

No, I am not in favour of an inspection of my property.

6. APPLICANT/OWNER AUTHORIZATION

I/We _____ hereby certify that:
print full name(s)

_____ I am the registered owner, **OR** _____ I am the agent authorized to act on behalf
of the registered owner(s),

and confirm that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this development permit application.

Signature

Date

7. AGENT AUTHORIZATION (if applicable), TO ACT ON BEHALF OF THE REGISTERED OWNER

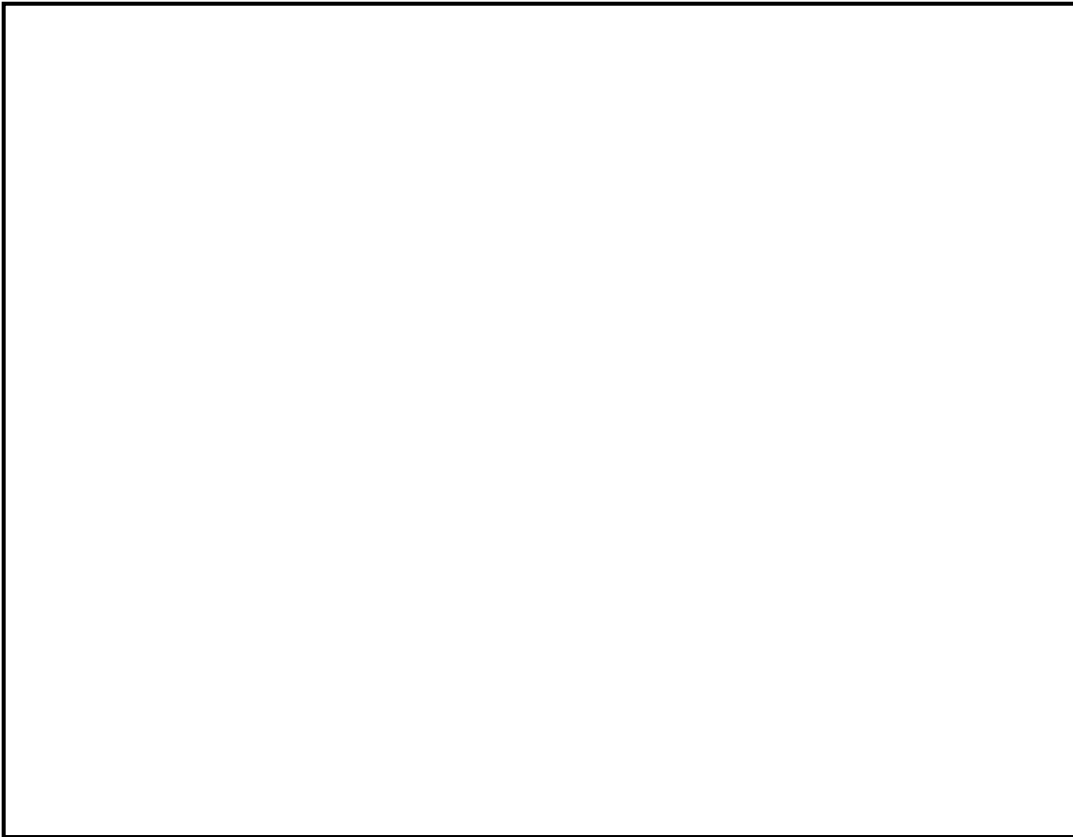
I/We hereby authorize _____ (print full name) to act in my/our behalf on matters pertaining to this development permit application.

Signature Owner

Signature Owner

Site Plan

Please use the below square to create a site plan to accompany your application. Alternatively, you may attach a separate document that outlines your proposed development.



1. The square is intended to represent the full parcel where the improvement is proposed.
2. Indicate all existing buildings on the property.
3. Identify the location(s) of any roads and/or road allowances.
4. Identify the location(s) of the existing/proposed accesses to the proposed parcel.
5. Include water wells, septic systems, utility lines, watercourses, steep slopes or any other feature relevant to the proposed development

Note: The personal information requested in these forms is protected under the Freedom of Information and Protection of Privacy Act (FOIPP). Collection of the personal information on this form is authorized under the Municipal Government Act and is requested for the purpose of the County's Development Permit process. The information will be used by County staff and representatives for contact information and is not disclosed to other parties. If you have any questions regarding FOIPP, please phone (403) 742-4441 and ask for the FOIPP coordinator.

PERMIT REQUIREMENT LIST

In addition to the completed application form, the following are required in order to complete an application:

(a) One (1) site plan at a scale of 1:100, unless otherwise acceptable to the Development Officer, plus one (1) copy of the site plan reduced to standard page size, plus, when digitally produced, one digital PDF format of the site plan, showing the following, subject to the discretion of the Development Officer:

- (i) north arrow and scale of plan;*
- (ii) legal description of property;*
- (iii) municipal address;*
- (iv) lot lines shown with dimensions;*
- (v) proposed front, side and rear yards shown with dimensions;*
- (vi) site topography, drainage patterns, grades and special conditions;*
- (vii) location of existing/proposed buildings or structures (dimensioned to property lines);*
- (viii) development density, site coverage calculations, height and number of storeys according to the definitions of this Bylaw;*
- (ix) location of existing/proposed on-site water and sewage disposal services;*
- (x) location of all registered utility easements and rights-of-way;*
- (xi) location of existing and proposed vegetation, landscaping, retaining walls and other physical features on a site, and an indication of which existing features will be retained/removed in the course of developing the project;*
- (xii) dimension layout of existing and proposed off-street parking and loading areas, entrances, exits and abutting roads (labelled); and*
- (xiii) existing and proposed use of the existing and proposed building and/or property;*
- (b) a copy of the Certificate of Title indicating ownership or the payment of an amount as determined from time to time by bylaw of Council, to the County for obtaining this information on the applicant's behalf;*
- (c) if the applicant is an agent of the landowner, a letter from the landowner verifying the agent's authority to make the application;*
- (d) the estimated commencement and completion dates;*
- (e) the estimated value of the project; and*
- (f) the applicable development permit fee.*

In addition to the requirements above, the Development Authority may require any of the following:

- (a) plans showing elevations, floor plan and the perspective of the proposed development including a description of the exterior finishing materials, colours and signs;*
- (b) a map showing the designated land use of the project site and of all properties located within 92 m (300 ft) of the boundaries of the site;*
- (c) engineering plans or a statement of intent respecting the provision of water and sewage disposal services, and franchise utilities to the site, and the location of all services and utilities;*
- (d) a lot grading plan;*
- (e) a landscaping plan;*
- (f) photographic prints or slides showing the site in its existing state;*
- (g) a Plan of Survey or a Real Property Report prepared by an Alberta Land Surveyor showing the site to be developed;*

- (h) a geotechnical or floodplain study prepared by a qualified engineer recognized by APEGA if in the opinion of the Development Authority the site is potentially hazardous or unstable;*
- (i) a reclamation plan for aggregate extraction or other major surface disturbance;*
- (j) a Phase 1 Environmental Site Assessment, conducted according to Canadian Standards Association (CSA) guidelines, to determine potential contamination and mitigation;*
- (k) an Environmental Impact Review prepared by a qualified professional if the proposed development may, in the opinion of the Development Authority, result in potentially significant environmental effects;*
- (l) detailed studies regarding the potential impact and approach to dealing with traffic, utilities and storm drainage prepared by a qualified engineer or engineering technologist recognized by APEGGA;*
- (m) elevations of any signs proposed for the development; and*
- (n) such other information that is deemed necessary by the Development Authority.*