



**FORM A: DEVELOPMENT PERMIT APPLICATION**

Land Use Bylaw 1892-17

**PERMIT NUMBER:**

\_\_\_\_\_

**APPLICANT & LAND INFORMATION**

**Applicant Name:** \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Registered Owner Name:** \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Land Location:**

Quarter \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ W4M

Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

Municipal/Street address: \_\_\_\_\_

Area of Parcel: \_\_\_\_\_ Acres \_\_\_\_\_ Hectares

**DEVELOPMENT INFORMATION**

**(1)** For **RESIDENTIAL** development please check the applicable box below:

Single-detached dwelling (site built)       Manufactured Home 1       Manufactured Home 2

Single-detached dwelling (Ready-to-move)       Semi-detached dwelling

Moved-in dwelling (previously occupied)       Accessory Building/Structure (deck/garage/shop)

Other Dwelling Type: \_\_\_\_\_       Addition: \_\_\_\_\_

Does dwelling application include an attached garage?       Yes       No

Does the dwelling application include a deck?       Yes       No

**(2)** For **NON-RESIDENTIAL** development please check the applicable box below **AND** complete the supplementary form:

Home Occupation (Form A3)

Commercial/Industrial (Form A4)

Sign(s) (Form A5)



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**(3) Existing Development**

List the existing buildings, structures and use(s) on the land. Indicate if any will be removed or relocated.

\_\_\_\_\_

\_\_\_\_\_

**(4) Development Description**

Describe the proposed development, including uses, buildings, structures, renovations and additions that are to be constructed as part of the application. **Include dimensions**

\_\_\_\_\_

\_\_\_\_\_

**(5) Access Information**

Show the existing driveways/approaches on the site plan.

If applicable, show where additional approaches are being proposed on the site plan.

- If applicable, fill out the Road Approach Agreement Form for review by Municipal Services.

**(6) Development Details**

Type	Size	Additional Information
Building /Structure	<input type="checkbox"/> m <sup>2</sup> <input type="checkbox"/> sq. ft	
Addition	<input type="checkbox"/> m <sup>2</sup> <input type="checkbox"/> sq. ft	
Deck	<input type="checkbox"/> m <sup>2</sup> <input type="checkbox"/> sq. ft	
Height of Building (grade to peak)	<input type="checkbox"/> m <input type="checkbox"/> ft	
Garage <input type="checkbox"/> Attached <input type="checkbox"/> Detached	<input type="checkbox"/> m <sup>2</sup> <input type="checkbox"/> sq. ft	
Yard Location	Proposed Setback	
Front	<input type="checkbox"/> m <input type="checkbox"/> ft	
Rear	<input type="checkbox"/> m <input type="checkbox"/> ft	
Side	<input type="checkbox"/> m <input type="checkbox"/> ft	
Side	<input type="checkbox"/> m <input type="checkbox"/> ft	
Estimated <b>COST of Construction:</b>		Estimated <b>Start</b> Date:



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**(7) Water and Sewer Services**

Indicate how the existing or proposed septic system and drinking water are or will be provided:

*Sewer:*

Private Septic    Municipal    Communal

Other: \_\_\_\_\_

*Drinking Water:*

Cistern    Water well    Dugout    Rural Water

Other: \_\_\_\_\_

**(8) Variances**

Is a variance to one or more standard in the Land Use Bylaw being requested?    No    Yes

If yes, specify: \_\_\_\_\_

**(9) For development outside of a Hamlet**

a. Is your application within 1 mile (1.6 km) of the following?

Provincial Highway    Confined Feeding Operation    Sour gas well or pipeline

If applicable, show it/them on the site plan with this Form.

b. Is there a wetland, slough, intermittent wet area or stream near the proposed development?

No    Yes

If Yes, show it/them on the site plan.

c. Is the proposed development located in an Environmentally significant area?

No    Yes

If Yes, please show it on the site plan.

**(10) Please outline any other information that you think the County needs to know regarding your development**

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**DECLARATION OF APPLICANT / LANDOWNER**

*I have read and understand the General Information noted below and hereby apply for a development permit to carry out the development described within this application, including any attached supplementary forms, plans, and documents.*

**I certify that the registered owner of the land is aware of and in agreement with this application.**

*I give my consent to allow authorized persons the **right to enter** upon the subject land and/or building(s) for the purpose of an inspection with respect to this application only.*

Date: \_\_\_\_\_ **Applicant Signature:** \_\_\_\_\_

**Registered Owner:** \_\_\_\_\_  
(Required, if different from applicant) Print Name Signature

**Or**

- Written approval has been submitted by the **registered owner** stating that the applicant is authorized to sign the application form.

Date written approval was submitted: \_\_\_\_\_

**GENERAL INFORMATION FOR APPLICANT**

- The Development Authority may deem a development permit application incomplete if any of the application requirements are incomplete or the quality of the information is deemed inadequate to properly evaluate the application.
- Plans and drawings of the proposed development and the site must be submitted in sufficient detail to enable adequate consideration of the application. While it is not necessary for plans and drawings to be professionally prepared, they must be accurate and to a scale appropriate to the development.
- The Development Officer will advise applicants of the process and requirements for the development permit application, but any such advice shall not be taken as official consent for any construction. Any development started before the permit is issued or before the expiration of the appeal period is at the applicant's own risk.
- If a decision is not made within 40 days** from the date the application is **Deemed Complete**, or within a longer period that the applicant may approve in writing, **the applicant may deem the application to be refused** and the applicant may exercise the right of appeal as though a refusal at the end of the 40-day period has been provided.
- A development permit **is not the same as a building permit** nor does it override any Provincial or Federal approval. The applicant is responsible for determining and obtaining any other required Provincial and Federal approvals prior to construction commencing.
- All construction/installation/development undertaken as a result of this development permit approval is regulated by the **Alberta Safety Codes Council (SCC)**. The applicant/owner/developer assumes all responsibility pertaining to construction plan submissions, approvals and inspections as may be required by the SCC.



COUNTY OF  
**NEWELL**

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**Site Plan:** Include everything listed under **Site Plan Requirements** (next page)

Legal Description: \_\_\_\_\_

Municipal Address: \_\_\_\_\_

I verify that the site plan, either above or attached to this application, is true and accurate.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date



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### SITE PLAN REQUIREMENTS

#### The submitted site plan must show the following information:

- Location and dimensions of the proposed development
  - Location and dimensions of existing buildings, structures and uses on the site; this includes decks, cement pads, sheds, canals, dugouts, attached and detached garages, Quonsets, grain bins, etc.
  - Setback distances from all structure to property lines
  - Distances between all structures
  - North Arrow and Scale
  - Labels on adjacent highways, roads and lanes
  - Location and labels for access from road and driveway for the parcel
  - Location of any Registered Utility Rights-of-Way or Easements
  - Locations and labels of existing and proposed wells, septic tanks, disposal fields
- ★ Dimensions on the site plan may be Metric or Imperial; please use one or the other consistently, not both
- ★ *Note that this is not an exhaustive list. Please be sure to include any other items that you or the Development Officer feel may affect the proposed development.*



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