



Town of Claresholm APPLICATION FOR A DEVELOPMENT PERMIT

DATE RECEIVED: _____

DATE DEEMED COMPLETE: _____

Application No. _____

I/We hereby make an application for a development permit under the provisions of Land Use Bylaw No. 1525 in accordance with the plans and supporting information submitted herewith and which forms part of this application.

APPLICANT INFORMATION

APPLICANT: _____

Mailing Address: _____ Telephone No. _____

Applicant's Interest if not the registered owner: _____

REGISTERED OWNER OF LAND CONCERNED: _____

Mailing Address: _____ Telephone No. _____

CONSENT SIGNATURES

I certify that I am the registered owner or that the registered owner(s) of the land described above is aware of this application and the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application.

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

DATE: _____

SIGNED:

Applicant

SIGNED:

Registered Owner

PROPERTY INFORMATION

CIVIC ADDRESS: _____

PROPERTY LEGAL DESCRIPTION: Lot(s): _____ Block: _____ Plan: _____

Quarter: _____ Section: _____ Twn: _____ Range: _____

LAND USE DESIGNATION (ZONING): _____

EXISTING USE: _____

PROPOSED DEVELOPMENT/USE: _____

PROPOSED SETBACKS: Units: Meters Feet

Front: _____ Rear: _____ Sides: _____



OFF-STREET PARKING: No.of Spaces: _____

Where on parcel located / or to be located: _____

LOADING AND UNLOADING FACILITIES: No.of Spaces: _____

Where on parcel located / or to be located: _____

DETAILS OF PROPOSED DEVELOPMENT (Where Applicable)

Footings _____ Interior Finishing _____ Heating _____
 Foundation _____ Roofing Material _____ Plumbing _____
 Structure _____ Lighting _____ Floor Area _____
 Exterior Finish _____ Other Details _____

CONSTRUCTION VALUE OF PROPOSED DEVELOPMENT

Labour Value \$ _____

Material Cost \$ _____

TOTAL PROJECT VALUE \$ _____

FOR OFFICE USE ONLY
PERMIT FEE \$

PROJECT PLANNING: Additional Permits and Approvals

Estimated commencement date: _____

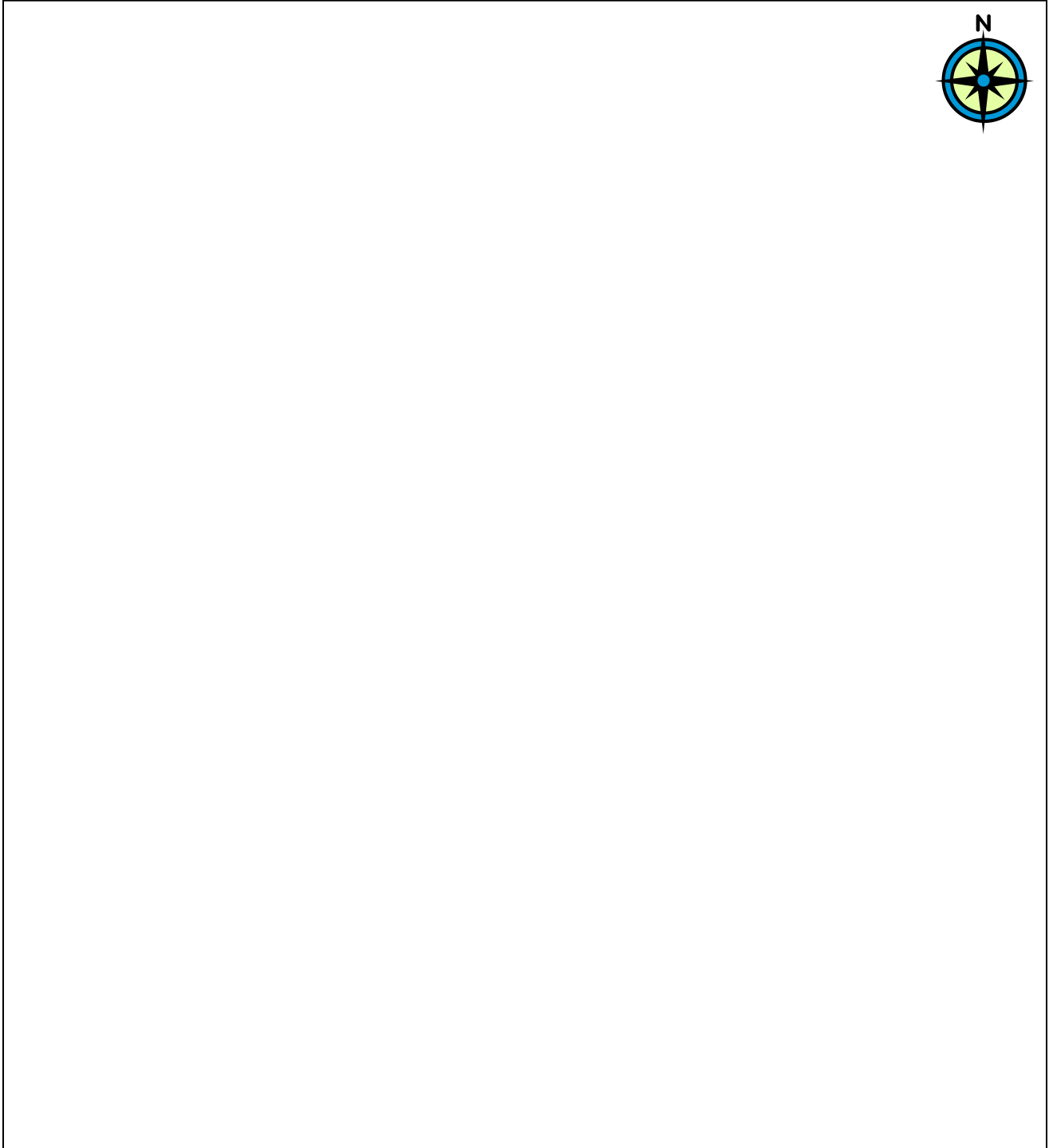
Estimated completion date: _____

- | | |
|--|---|
| <input type="checkbox"/> Building Permit | <input type="checkbox"/> Electrical Permit |
| <input type="checkbox"/> Plumbing Permit | <input type="checkbox"/> Gas Permit |
| <input type="checkbox"/> Alberta Health Services | <input type="checkbox"/> Alberta Transportation |
| <input type="checkbox"/> Other specify: | |

FOR OFFICE USE ONLY	
ROLL #:	
RECEIVED BY:	
PROCESSED BY:	
PLAN REVIEW REQUIRED: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
DECISION BY: <input type="checkbox"/> Development Officer <input type="checkbox"/> Municipal Planning Commission <input type="checkbox"/> Council	
DECISION: <input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Refused	

Sketch of proposed Development(s)

Please provide a sketch of the proposed development. Be sure to include the location of the proposed development compared to the location of any existing buildings, the location of other structures on the subject property with distances from property lines, and the dimensions of the proposed development.



A large empty rectangular box for sketching the proposed development. A compass rose is located in the top right corner of the box.

IMPORTANT NOTES:

1. Every application for a development permit shall be accompanied by the following information (if applicable):
 - (a) a site plan, in duplicate, showing: the registered legal boundaries, the location of any proposed development and any existing development, and proposed grades in relation to surrounding property, and provisions for off-street loading and vehicle parking facilities;
 - (b) floor plans and elevations and sections;
 - (c) a statement indicating the manner in which the applicant intends to conform to the conditions and standards applicable to the development proposed.
 - (d) A **non-refundable** fee, as per **Policy #PLDE 04-09**, shall accompany every application.
2. The Development Officer 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.
3. Although the Development Officer is in a position to advise applicants of the process and requirements of the application, such advice must not be taken as official consent, and is without prejudice to the decision in connection with the formal application.
4. Any development started before the issuance of a development permit and expiration of the appeal period is at the applicant's own risk.
5. If a decision is not made within 40 days from the date the application is deemed complete, or within such longer period as the applicant may approve in writing, the applicant may deem the application to be refused and the applicant may exercise his/her right of appeal as though he had been mailed a refusal at the end of the 40-day period.
6. A development permit does not constitute a building permit or approval from any provincial or federal department. Construction undertaken subsequent to approval of this permit application may be regulated by the Alberta Safety Codes. The applicant/owner/developer assumes all responsibilities pertaining to construction plan submissions, approval and inspections as may be required by the appropriate provincial body. The applicant is responsible for determining and obtaining any other applicable provincial and federal approvals prior to commencement.