



Development Permit Application

ALBERTA BEACH
4935-50th Avenue
PO Box 278
Alberta Beach, Alberta
T0E 0A0

Phone: (587) 988-7668 (Development Officer)
Fax: (780) 924-3313
Email: development@albertabeach.com

**Home Based Business
(Home Occupation or Office)**

Cost for Development Permit **\$150.00 (plus gst)**
Payment made directly to Alberta Beach. Paid – Y / N

I HEREBY MAKE APPLICATION UNDER THE PROVISIONS OF THE LAND USE BYLAW FOR A DEVELOPMENT PERMIT, IN ACCORDANCE WITH THE PLANS AND SUPPORTING INFORMATION SUBMITTED HEREWITH AND WHICH FORM PART OF THIS APPLICATION.

Please review definitions and Land Use Bylaw regulations on pages 4-5 of this application.

Name: _____

Mailing Address: _____

Telephone @ Work: _____ Home: _____ Fax: _____

Registered Owner (if different from above): _____

Mailing Address (if different from above): _____

Interest of Applicant (if not the registered owner): _____

This information is being collected under the authority of Sec. 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act*. It will be used by the Development Authority to determine a development permit. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at (780) 924-3181.

Legal Description:

Municipal Address: _____

Lot: _____ Block: _____ Plan: _____

Description of proposed Home Based Business (Home Occupation) development: _____

Estimated cost of development: _____

Estimated commencement date: _____

Estimated completion date: _____

Are you proposing a sign? Y/N Have you made application for any required Sign Permit(s)? Y/N

Are you proposing any construction? Y/N Have you made application for other Permit(s)? Y/N

Owner(s)/Applicants consent to communicate with Alberta Beach and its applicable contractors through electronic means.

Section 608 of the Municipal Government Act, R.S.A. 2000, c.M-26 provides that: *Any document required by this or any other enactment or bylaw to be sent by a person may be sent by any electronic means so long as it is possible to make a copy of the document from the electronic signals used by the electronic means.*

Being the registered owner(s) or Agents for the lands described on Page 1, for the purpose of this Development Permit's decision, I desire to enter into an agreement with Alberta Beach and its applicable contractors to communicate through electronic means:

Name: _____ **Signature:** _____

Date: _____ **Email Address:** _____

AUTHORIZATION AND RIGHT OF ENTRY:

I/we, _____ am/are the registered owner, or the agent for the registered owner, authorized to act on behalf of the registered owner, 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 this application for a Development Permit.

As provided for by Sec. 653(2) of the Municipal Government Act I/we also consent to an authorized person(s), designated by the Municipality as the Development Authority, to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application and completion of the proposed development.

Signature(s): _____

Date: _____

Acknowledgement of Development Permit Application (must be dated and signed)

I acknowledge that if this development permit application is approved that it is subject to an appeal permit as per Municipal Government Act, RSA 2000, C-26.1 and that the decision could be overturned or amended. I do accept that if I commence development prior to the appeal expiry date, I do so at my "own risk" accepting all legal responsibilities and with all required building permits issued.

Date

Applicant's Signature

Following for use of Alberta Beach staff		
	YES	NO
Decision Rendered (date)		
Appeal Received (date – if applicable)		
SDAB Hearing held and closed (date)		
Development Permit Approved		
Copy to Assessor (not required if DP not approved)		
Copy to Property File		

Definitions as per Alberta Beach Land Use Bylaw 252-17:

“HOME OCCUPATION” – means secondary use of a dwelling or accessory building by a resident of the dwelling for a business that involves direct retail sales or provision of services from the property.

“HOME OFFICE” - means a “HOME OCCUPATION” where the following are adhered to:

- a) No individual other than the permanent resident of the dwelling unit operates the home office;
- b) No client or customer is received in the dwelling unit for business purposes;
- c) The home office does not generate any pedestrian or vehicular traffic;
- d) There are no on-site exterior signs or advertisements of the home office;
- e) No materials, goods or finished products for business purposes are stored on-site; and
- f) The home office is operated as an accessory use only and must not change the residential character or external appearance of the dwelling unit;

Sec. 4.19 of Alberta Beach Land Use Bylaw 252-17 “HOME OCCUPATIONS” – states:

1. Home occupations (Home Based Businesses) shall comply with the following provisions:

- a) Home occupations shall not be allowed on a site unless a dwelling is located on the site on which the home occupation is to be located.
- b) All development permits issued for home occupations shall be revocable at any time by the Development Authority, if, in its opinion, the home occupation is or has become detrimental to amenities of the neighborhood in which it is located or if there is any change or intensification of the home occupation as originally approved.
- c) The Development Authority may, in its sole discretion, place time limits on the period for which a development permit for a home occupation is valid.
- d) No home occupation shall substantially change the principal character of external appearance of the dwelling involved or of any accessory buildings.
- e) Home occupations shall be incidental and subordinate to the principal use of the dwelling and/or garage and shall not be conducted within any other structures on the property.
- f) There shall be no outdoor business activity, or outdoor storage of material or equipment associated with the home occupation allowed on the site.
- g) The home occupation shall not create any nuisance by way of noise, dust, odour, or smoke, or anything of an offensive or objectionable nature.

- h) There shall be no mechanical or electrical equipment used which creates external noise, or visible or audible interference with home electronics or computer equipment in adjacent dwellings.
- i) When a development permit is issued for a home occupation, such permit shall be terminated should the applicant vacate the property for which the permit has been issued.
- j) Pedestrian or vehicular traffic or parking, shall not, in the opinion of the Development Authority, be generated in excess of that which is characteristic of the district in which the home occupation is located.
- k) Only one (1) commercial vehicle, of a haul capacity not exceeding 5,500.0 kg (12,125.42 lbs.) shall be used in conjunction with the home occupation, or parked or maintained on the site or on the road in proximity to the site. Truck trailers or vehicle accessories or equipment shall not be kept on site unless they are located within an accessory building.
- l) Home occupations shall not involve:
 - (i) activities that use or store hazardous material in quantities exceeding those found in a normal household; or
 - (ii) any use that would in the opinion of the Development Authority, materially interfere with or affect the used, enjoyment, or value of neighboring properties.
- m) The number of non-resident employees or business partners working on site shall not exceed one (1) at any time. No more than two people shall be working at the home occupation site at any time.
- n) Storage related to the business activity and the business activity itself may be allowed in either the dwelling or garage.
- o) The home occupation shall not be allowed if, in the opinion of the Development Authority, such use would be more appropriately located in the Commercial or an Industrial District, having regard for the overall compatibility of the use with the residential character of the area.
- p) The dwelling or garage in which a home occupation is located may have one fascia sign placed on the structure, providing that the sign does not exceed 0.4 m² (4.3 ft²) in area. No other signage will be permitted.