



## Development Permit Application

### **ALBERTA BEACH**

4935-50<sup>th</sup> Avenue  
PO Box 278  
Alberta Beach, Alberta  
T0E 0A0

Phone: (780) 994-1883 (Development Officer)

Fax: (780) 924-3313 (Village Office)

Email: [development@albertabeach.com](mailto:development@albertabeach.com)

**Commercial and/or  
Change of Use Application**

Development Permit \$\_\_\_\_\_ (See page 4) **ADD 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.

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 development (add additional pages if necessary):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Estimated cost of development: \_\_\_\_\_

Estimated commencement date: \_\_\_\_\_

Estimated completion date: \_\_\_\_\_

Lot Width: \_\_\_\_\_ Lot Length: \_\_\_\_\_

Area of Site: \_\_\_\_\_ Area of existing development: \_\_\_\_\_

Area of proposed development: \_\_\_\_\_ Total % of Site Coverage: \_\_\_\_\_

**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:** \_\_\_\_\_

## **IMPORTANT NOTES**

**Review these “Important Notes” as failure to provide information may delay application.**

- 1. As of February 1, 2014 the Province’s “New Home Buyer Protection Act” required that ALL new homes constructed have warranty coverage. This includes homes constructed by property owners for themselves. [www.municipalaffairs.alberta.ca/NHBP](http://www.municipalaffairs.alberta.ca/NHBP) for info.**
2. All storage sheds and small accessory buildings must be located in the rear half of the property, regardless of the size (or requirement to secure Development Permit approvals).
3. The front yard of the property is the yard adjacent to the road except in the case of lake front properties where the front yard faces the lake. Where the front yard faces two roads, the front yard is the property adjacent to the road on which all adjacent properties are located.
4. Where the development requires a driveway or entrance, the owner must first obtain permission and provide and install a culvert in the size and shape that is approved by the municipality.
5. In addition to completing this application in its entirety, an Application for a Development Permit shall be accompanied by the following information and documents, as deemed relevant or required by the Development Officer:
  - a) a lot plan at scale to the satisfaction of the Development Officer showing the size and shape of the lot, the front, rear and side yards, and provisions for off-street parking, access to the site, and the location of public utilities, water bodies and treed areas;
  - b) a scaled floor plan and elevations where construction is proposed;
  - c) at the discretion of the Development Officer, an acceptable Real Property Report as proof of location of existing development, before the Development Permit is issued;
  - d) at the discretion of the Development Officer, a Real Property Report as proof of location of the proposed development, after construction is complete;
  - e) a copy of the Duplicate Certificate of Title indicating ownership and encumbrances;
  - f) if the applicant is not the registered owner, a written statement, signed by the registered owner approving the applicant as the agent for the registered owner.
6. Where a decision on this application is not made within forty (40) days of the date of acceptance you may;
  - a) Consider this development application to be REFUSED by the Development Officer and appeal this decision to the Development Appeal Board within fourteen (14) days of the date of refusal by contacting (780) 717-6843; or
  - b) Obtain and complete an extension agreement available from the Development Officer to extend the forty (40) day decision period specified to allow the Development Officer additional time to reach a decision.

**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

**PERMIT FEES ARE DOUBLED IF CONSTRUCTION STARTS PRIOR TO APPROVAL**

Commercial (Permitted)	\$300.00
Commercial (Discretionary)	\$500.00

***gst is collected in addition to noted charges***