



## 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)

**Sign Permit(s)  
Permanent or Temporary**

Cost for Development Permit **\$50.00 (plus gst) each**  
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 the definitions and Land Use regulations contained in pages 4-5 of application.**

To be filled out by the Applicant(s)

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.

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

**“SIGN”** - means an object or device intended for the purpose of advertising or calling attention to any person, matter, thing or event, the specifications, design and location of which must first be approved by the Development Authority;

**“SIGN, CANOPY”** - means a sign which is part of or attached to the outside edge of a canopy;

**“SIGN, FREESTANDING”** - means a sign supported by one or more uprights, braces or pylons, and which stands independently of buildings;

**“SIGN, OFF-SITE”** - means a sign that advertises goods, products, services or facilities, or directs persons to a different location from where the sign is located. Such a sign is not located on the parcel of the goods, products, services or facilities advertised;

**“SIGN, PROJECTING”** - means a sign which is affixed to any building or part thereof and extends beyond the building wall or parts thereof by more than 0.3 m (1.0 ft.). This does not include a sign attached to the ground;

**“SIGN, ROOF”** - means any sign erected upon, against or directly above a roof or on top of or above the parapet wall of a building;

**“SIGN, UNDER-CANOPY”** - means a sign which is attached to the bottom face of a canopy;

**“SIGN, WALL”** - means a sign that is attached to or placed flat against the exterior wall or surface of any building, no portion of which projects more than 1.0 m (3.3 ft.) from the wall, and which does not project above the roof or parapet;

**Please indicate type (and number) of signs proposed in this Development Permit application.**

	Freestanding		Billboard
	Canopy		Balloon (temporary – up to 90 days)
	Under Canopy		Portable (temporary – up to 90 days)
	Wall or Fascia		Developer Signage (Marketing on-site)
	Roof		Developer Signage (Directional)
	Projecting		Other
	Changeable Copy (permanent)		Changeable Copy (temporary – up to 90 days)

Legal Description:

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

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

**Description of proposed Sign(s):** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

Estimated completion (installation or removal) date: \_\_\_\_\_

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: \_\_\_\_\_

<b><u>Acknowledgement of Development Permit Application</u></b> (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

**Sec. 4.22 of Land Use Bylaw 252-17 "GENERAL SIGN REGULATIONS" – states:**

1. All placements of temporary signs shall require an approved Development Permit.
2. No sign of an advertising, directional or information, nature shall be erected on land or affixed to any exterior surface of any building or structure unless an application for this purpose has been approved by the Development Officer.
3. Signs shall comply with the setback requirements for principal buildings in the district in which the sign is located unless otherwise allowed by this Bylaw or the Development Officer.
4. In considering a development application for a sign the Development Officer shall have due regard for the amenities of the area and the design of the proposed sign.
5. No sign, other than one providing a public service and deemed appropriate by the Development Officer shall be permitted to locate on a public right of way or reserve.

6. No sign shall be illuminated unless the source of light is suitably shielded and does not interfere with vehicular traffic.
7. There shall be a minimum clearance height of 2.5 m (8.0 ft.) above finished grade to the bottom of any sign projecting over a public right-of-way or sidewalk.
8. No sign shall project more than 1.5 m (4.9 ft.) above the top of any main wall or parapet to which it is affixed, unless in the opinion of the Development Officer it has been designed as an integral part of the building.
9. No sign shall project more than 1.5 m (4.9 ft.) out from the face of any building to which it is affixed unless, in the opinion of the Development Officer it has been designed as an integral part of the building.
10. The Development Officer may refuse to allow any sign which is deemed to be offensive in nature or inappropriate in design.
11. The area around sign structures shall be kept clean and free of overgrown vegetation and free from refuse material.
12. The Development Officer, Municipal Planning Commission, or Council may require the removal of any sign which, in their opinion is or has become unsightly or is in such state of disrepair as to constitute a hazard.

**Sec. 4.23 of Land Use Bylaw 252-17 “SIGNS IN COMMERCIAL DEVELOPMENTS” – states:**

Where commercial buildings are permitted the following regulations shall apply:

- a) For each principal building, one identification sign; not to exceed 3.0 m<sup>2</sup> (32.29 ft<sup>2</sup>) in area.
- b) Signs may be detached if they do not exceed a height of 2.0 m (6.56 ft.) or project into any required setback area.
- c) Where a sign is not detached, it shall be placed flat against the building or be designed as part of an architectural feature thereof, or as a canopy sign.
- d) One wall sign only will be permitted to indicate the name and nature of the occupancy for each tenancy within the development. The sign shall not exceed a total area of 0.9 m<sup>2</sup> (9.68 ft<sup>2</sup>) of copy for each lineal metre of building occupancy.
- e) If the occupancy is on a corner, one wall sign will be permitted for each face.
- f) If the building includes a canopy, each tenant will be permitted one under-canopy sign of no more than 0.5 m<sup>2</sup> (5.38 ft<sup>2</sup>).