



CLEARWATER COUNTY
Application for
Amendment to the Land Use Bylaw

Application No. _____

I / We hereby make application to amend the Land Use Bylaw.

APPLICANT: _____

ADDRESS & PHONE: _____

REGISTERED OWNER: _____

ADDRESS & PHONE: _____

AMENDMENT REQUESTED:

1. CHANGE OF LAND USE DISTRICT *FROM:* _____ *TO:* _____

LEGAL DESCRIPTION OF PROPERTY: _____ 1/4 Sec. _____ Twp. _____ Rge. _____ W5M

OR: LOT: _____ BLOCK _____ REGISTERED PLAN NO.: _____

OR: CERTIFICATE OF TITLE NO.: _____ (Site Plan is attached)

SIZE OF AREA TO BE REDESIGNATED: _____ (Hectares / Acres)

2. REVISION TO THE WORDING OF THE LAND USE BYLAW AS FOLLOWS:

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

DATE: _____, 20____ APPLICANT'S SIGNATURE _____

This personal information is being collected under the authority of the Municipal Government Act, Being Chapter M-26, R.S.A. 2000 and will be used to process the Land Use Bylaw amendment application. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act, Chapter F-25, RSA, 2006. If you have any questions about the collection of this personal information, please contact Clearwater County, P.O. Box 550, Rocky Mountain House AB T4T 1A4.

APPLICATION FEE OF _____ DATE PAID: _____ RECEIPT NO. _____

SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE

IMPORTANT NOTES:

1. **Every application for an amendment to the Land Use Bylaw shall be completed in every part and signed.**
2. If the amendment involves a change of land use district, the applicant shall also supply:
 - a) a site plan at a scale to the satisfaction of the Development Officer showing the size and shape of the lands affected, also the location and extent of existing developments, waterbodies and treed areas and the location and form of a new development intended, fully dimensioned and explicit to the satisfaction of the Development Officer.
 - b) at the discretion of the Development Officer, a Surveyor's Certificate as proof of location of existing development, and
 - c) a Certificate of Title indicating ownership and encumbrances
3. If the amendment involves a revision to the wording of the Bylaw, including the addition to or deletion from the permitted or discretionary uses listed for a district, the desired change shall be explicit and reasons given.
4. Failure to complete the application form fully and supply the required information, plans and fee may cause delays in processing the application.
5. The Development Officer may refuse to accept an application for amendment to the Land Use Bylaw where the information required has not been supplied or where the quality of such information is inadequate to properly evaluate the application.
6. Upon receipt of an application for amendment, the Development Officer shall determine when the application will be placed before the Council and shall issue not less than 10 days' notice to the applicant that he / she may appear and speak to the application.
7. A decision of the Council in regard to an application to amend the Land Use Bylaw is final, but if refused the applicant may re-apply at any time that the Council agrees to accept another application for the same or similar amendment.

The signed and fully completed application form, as well as the information and applicable fee must be submitted to:

**Planning and Development Department
CLEARWATER COUNTY
BOX 550
4340 - 47 Avenue
ROCKY MOUNTAIN HOUSE, AB
T4T 1A4
Telephone: (403) 845-4444**