



# CLEARWATER COUNTY

## APPLICATION FOR A DEVELOPMENT PERMIT

FOR OFFICE USE ONLY:	
DP No. _____	
PERMITTED	<input type="checkbox"/>
DISCRETIONARY	<input type="checkbox"/>

RURAL ADDRESS \_\_\_\_\_ ROLL No. \_\_\_\_\_

I/WE HEREBY MAKE APPLICATION UNDER THE PROVISIONS OF THE LAND USE BYLAW FOR A DEVELOPMENT PERMIT, THE PLANS AND SUPPORTING INFORMATION SUBMITTED HEREWITH BEING PART OF THIS APPLICATION.

APPLICANT(S) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

POSTAL CODE \_\_\_\_\_ PHONE(S) \_\_\_\_\_

EMAIL \_\_\_\_\_

NAME ALL REGISTERED LANDOWNER(S) \_\_\_\_\_

NUMBER OF REGISTERED OWNER(S) \_\_\_\_\_ EMAIL \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

POSTAL CODE \_\_\_\_\_ PHONE(S) \_\_\_\_\_

LEGAL LAND DESCRIPTION \_\_\_\_\_ 1/4 SEC. \_\_\_\_\_ TWP. \_\_\_\_\_ RGE. \_\_\_\_\_ W5M

REGISTERED PLAN No. \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_ LAND USE DISTRICT (ZONING) \_\_\_\_\_

LOT SIZE \_\_\_\_\_ (ACRES/SQ. FT.) NUMBER OF DWELLINGS ON PROPERTY \_\_\_\_\_

OTHER BUILDINGS EXISTING ON THIS PROPERTY \_\_\_\_\_

TYPE OF DEVELOPMENT YOU ARE APPLYING FOR \_\_\_\_\_

BUILDING SIZE(S) \_\_\_\_\_ METRES/FEET

HEIGHT (GRADE TO PEAK) \_\_\_\_\_ METRES/FEET WALL HEIGHT \_\_\_\_\_ METRES/FEET

ROOFING MATERIAL \_\_\_\_\_ EXTERIOR FINISH \_\_\_\_\_

PLANNED START DATE \_\_\_\_\_ ESTIMATED COMPLETION DATE \_\_\_\_\_

ESTIMATED COST OF CONSTRUCTION \$ \_\_\_\_\_

### DISTANCES FROM PROPOSED DEVELOPMENT TO PROPERTY BOUNDARIES:

FRONT YARD \_\_\_\_\_ METRES/FEET SMALLEST SIDE YARD \_\_\_\_\_ METRES/FEET

REAR YARD \_\_\_\_\_ METRES/FEET

THIS APPLICATION IS FOR THE PRINCIPAL \_\_\_\_\_ SECONDARY \_\_\_\_\_ USE ON THIS PARCEL (PLEASE CHECK ONE)

IS THE PROPERTY WITHIN A 1/2 MILE OF A PROVINCIAL HIGHWAY? YES / NO IF YES, HIGHWAY NUMBER \_\_\_\_\_;

IF YES, A ROADSIDE PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION (PROVIDED: YES / NO)

DOES THE PROPERTY CONTAIN AN OIL OR GAS WELL, FACILITY OR PIPELINE? YES / NO

DOES THE PROPERTY CONTAIN AN ABANDONED WELL? YES / NO

DOES THE SUBJECT LAND CONTAIN A WATER BODY OR RIVER? YES/NO IF YES, NAME \_\_\_\_\_

IS THE DEVELOPMENT NEAR A SLOPE OF 15% OR GREATER? YES / NO

IS THE DEVELOPMENT WITHIN 1,000 FEET OF A CONFINED FEEDING OPERATION? YES / NO

TYPE OF SEWAGE SYSTEM \_\_\_\_\_ (SEPTIC FIELD, HOLDING TANK, OPEN DISCHARGE, LAGOON, OTHER)

### IF THE DEVELOPMENT INVOLVES A MANUFACTURED HOME, PLEASE PROVIDE THE FOLLOWING:

(PLEASE NOTE: IF HOME IS OLDER THAN FIVE YEARS, YOU MUST ALSO PROVIDE PHOTOS OF EXTERIOR)

MANUFACTURER \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

SERIAL No. \_\_\_\_\_ SIZE \_\_\_\_\_ PHOTOS PROVIDED: YES / NO

I/We, being the registered owner(s) or authorized applicant, hereby give consent to allow all authorized persons the right to enter the above land and to release any personal information provided herein with respect. I/We certify that the information hereon and hereto attached does, to the best of my knowledge, truthfully and accurately present the facts concerning the proposed development.

DATE \_\_\_\_\_, 20\_\_\_\_ APPLICANT'S SIGNATURE \_\_\_\_\_

REGISTERED OWNER(S) SIGNATURE(S) \_\_\_\_\_

This personal information is being collected under the authority of the Municipal Government Act and will be used to process the development permit application. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of this personal information, please contact Clearwater County, 4340 - 47 AVE, P.O. Box 550, Rocky Mountain House, Alberta, T4T 1A4. Telephone: (403) 845-4444. **IMPORTANT NOTES BELOW**

FOR OFFICE USE ONLY: LAND TITLE PULLED: YES / NO	
REFERRAL FOR APPROACH SENT TO PUBLIC WORKS? YES / NO DATE: _____, 20____	
DATE RECEIVED: _____, 20____	DATE COMPLETED: _____, 20____
DATE OF DECISION: _____, 20____	DATE ADVERTISED: _____, 20____
DATE PERMIT COMES INTO EFFECT: _____, 20____	

**IMPORTANT NOTES:**

1. IN ADDITION TO COMPLETING THIS APPLICATION FORM IN ITS ENTIRETY, AN APPLICATION FOR A DEVELOPMENT PERMIT SHALL BE ACCOMPANIED BY THE FOLLOWING INFORMATION, WHERE RELEVANT:
  - A) A SITE PLAN, AT A SCALE TO THE SATISFACTION OF THE DEVELOPMENT OFFICER, SHOWING THE SIZE AND SHAPE OF THE LOT, THE FRONT, REAR AND SIDE YARDS, ANY PROVISIONS FOR OFF-STREET LOADING AND VEHICLE PARKING, ACCESS TO THE SITE AND THE LOCATION OF PUBLIC UTILITY LINES, WATER BODIES AND TREED AREAS;
  - B) A SET OF FLOOR PLANS, INCLUDING DRAWINGS OF ALL FOUR BUILDING ELEVATIONS; NO LARGER THAN 11" X 17" IN SIZE;
  - C) AT THE DISCRETION OF THE DEVELOPMENT OFFICER, A SURVEYOR'S CERTIFICATE AS PROOF OF LOCATION OF EXISTING DEVELOPMENT AND A COPY OF THE DUPLICATE CERTIFICATE OF TITLE INDICATING OWNERSHIP AND ENCUMBRANCES;
  - D) IF THE APPLICANT IS NOT THE REGISTERED OWNER, A WRITTEN STATEMENT, SIGNED BY THE REGISTERED OWNER, CONSENTING TO THE APPLICATION AND APPROVING THE APPLICANT AS THE AGENT FOR THE REGISTERED OWNER;
  - E) INFORMATION REGARDING PROXIMITY TO OIL & GAS FACILITIES;
  - F) ABANDONED WELLS: A MAP IDENTIFYING THE LOCATION OR CONFIRMING THE ABSENCE OF ANY ABANDONED WELLS WITHIN THE PARCEL ON WHICH THE BUILDING IS TO BE CONSTRUCTED OR, IN THE CASE OF AN ADDITION, PRESENTLY EXISTS. THIS INFORMATION CAN BE FOUND AT [www.aer.ca](http://www.aer.ca) UNDER SYSTEMS & TOOLS > "ABANDONED WELL MAP"
  - G) SUCH OTHER INFORMATION AS THE DEVELOPMENT OFFICER DEEMS NECESSARY.

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2. EVERY APPLICATION FOR A DEVELOPMENT PERMIT SHALL BE ACCOMPANIED BY A *NON-REFUNDABLE* PROCESSING FEE OF AN AMOUNT DETERMINED BY COUNCIL.
3. FAILURE TO COMPLETE THE APPLICATION FORM FULLY AND SUPPLY THE REQUIRED INFORMATION, PLANS AND FEE MAY CAUSE DELAYS IN PROCESSING THE APPLICATION.
4. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE INFORMATION REQUIRED HAS NOT BEEN SUPPLIED OR WHERE THE QUALITY OF SUCH INFORMATION IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
5. THIS IS NOT A BUILDING PERMIT. ANY APPROVALS GRANTED REGARDING THIS APPLICATION DOES NOT EXCUSE THE APPLICANT FROM COMPLYING WITH THE REQUIREMENTS OF THE FEDERAL, PROVINCIAL OR OTHER MUNICIPAL LEGISLATION, OR THE CONDITIONS OF ANY EASEMENT, RESTRICTIVE COVENANT OR AGREEMENT AFFECTING THE BUILDINGS OR LANDS.
6. IF THE DEVELOPMENT APPROVED IN THIS PERMIT IS NOT COMMENCED WITHIN 12 MONTHS FROM THE DATE OF ISSUE, OR OF A DEVELOPMENT APPROVAL ORDER BEING GRANTED BY THE SDAB, AND THEREAFTER COMPLETED WITHIN 24 MONTHS, THE PERMIT IS DEEMED TO BE VOID, UNLESS AN EXTENSION BEYOND THIS PERIOD HAS BEEN GRANTED BY A DEVELOPMENT OFFICER. IF YOU REQUIRE AN EXTENSION, PLEASE CONTACT A DEVELOPMENT OFFICER PRIOR TO EXPIRY.

**THE SIGNED AND FULLY COMPLETED APPLICATION FORM, AS WELL AS THE INFORMATION AND APPLICABLE FEE, MUST BE SUBMITTED TO:**

**PLANNING DEPARTMENT  
CLEARWATER COUNTY  
BOX 550  
4340 - 47 AVENUE  
ROCKY MOUNTAIN HOUSE, AB  
T4T 1A4**

**PHONE: (403) 845-4444**

**FAX: (403) 845-4048**