



DEVELOPMENT PERMIT APPLICATION PACKAGE

Box 310 4612 McDougall Drive
Smoky Lake, AB T0A 3C0
ph 656-3730 fx 656-3768

If you have any questions, please contact Smoky Lake County Planning Department at 1.888.656.3730 or 656.3730.

The following are required when making submitting an Application for a Residential Development Permit:

- Development Permit Application Form completed and signed
- Site Plan showing all information as indicated on attached example
- Application Fee (choose category):

- RESIDENTIAL - \$ 50.00
- COMMERCIAL - \$ 100.00 minimum - \$ 200.00 maximum (\$1.00 per \$1,000.00 value of development)
- INDUSTRIAL - \$ 200.00 minimum - \$2,000.00 maximum (\$1.00 per \$1,000.00 value of development)

PLEASE NOTE

This Permit Application IS NOT for: Building, Gas, Plumbing or Electrical Work. Permits for such work SHALL be obtained from:

THE INSPECTIONS GROUP www.inspectionsgroup.com
 Phone: 780.454.5048 or toll free at 1.866.554.5048
 Fax: 780.454.5222 or toll free at 1.800.454.5222

The following information is provided to assist you in completing this Application

1. Any access to, site servicing of, or construction started on the property prior to the issuance of a development permit, and completion of the expiry of the appeal period, is at the Applicant's risk.
2. An Application must be complete, signed by the Owner, tendered to the County, and the prescribed Application Fee paid before it will be accepted for processing.
3. Smoky Lake County may require: a copy of the Certificate of Title and / or encumbrances registered on the Title, a scaled site plan, floor plan and building elevations; Real Property Report showing the locations of any structures and features on the property; or any other information that the Development Officer deems necessary to review the Application.
4. The Development Officer may refuse to accept or process an Application where the information required has not been supplied or where the quality of such information is inadequate to properly evaluate the Application.
5. All Development Permits are subject to the applicable enactments and regulations.
6. Provincially regulated permits or approvals (i.e. Building, Plumbing, Gas, Electrical, Sewer, Water, highway access, or roadside development permit) that may be required are the responsibility of the Applicant.
7. You are advised to accurately locate any oil, gas, power and telephone lines on your property prior to undertaking any excavation work. **Contact Alberta One-Call at 1-800-242-3447.**



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Application No. _____

Date Received _____

I / We hereby make application under the provision of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and forming part of this application.

| APPLICANT INFORMATION | | | COMPLETE IF DIFFERENT FROM APPLICANT | | |
|-----------------------|-----------------|-------|--------------------------------------|-----------------|-------|
| NAME OF APPLICANT | | | NAME OF REGISTERED LAND OWNER | | |
| MAILING ADDRESS | | | MAILING ADDRESS | | |
| POSTAL CODE | TELEPHONE (RES) | OTHER | POSTAL CODE | TELEPHONE (RES) | OTHER |

| LAND INFORMATION | | | | | |
|---|--|--|--|--|---|
| LEGAL DESCRIPTION | | | | | |
| | | | | W4 | OR |
| | | | | | |
| | | | | | |
| SIZE OF THE PROPOSED DEVELOPMENT SITE | | | | | |
| <div style="border: 1px solid black; width: 80%; height: 40px; margin: 0 auto;"></div> LENGTH | <div style="border: 1px solid black; width: 80%; height: 40px; margin: 0 auto;"></div> WIDTH | <input type="checkbox"/> feet <input type="checkbox"/> meters | <div style="border: 1px solid black; width: 80%; height: 40px; margin: 0 auto;"></div> TOTAL PARCEL AREA | | <input type="checkbox"/> acres <input type="checkbox"/> hectares |
| LAND USE DISTRICT | | | | | |
| <input type="checkbox"/> AGRICULTURAL | | <input type="checkbox"/> URBAN GENERAL (Hamlets) | | <input type="checkbox"/> VICTORIA DISTRICT | |
| <input type="checkbox"/> MULTI-LOT COUNTRY RESIDENTIAL (Lake Resorts or rural subdivisions) | | | | | |
| EXISTING USE OF LAND / BUILDINGS | | | | | |
| <input type="checkbox"/> RESIDENTIAL | | <input type="checkbox"/> COMMERCIAL | | <input type="checkbox"/> ACCESSORY BUILDINGS | |
| <input type="checkbox"/> OTHER _____ | | | | | |

| DEVELOPMENT INFORMATION | | | | |
|--|-------------------|-----------------|--------------------|--|
| DESCRIBE THE USE OF THE PROPOSED DEVELOPMENT | | | | |
| INDICATE THE PROPOSED SETBACK FROM THE PROPERTY LINE | | | | |
| FRONT YARD | REAR YARD | SIDE YARD 1 | SIDE YARD 2 | |
| | | | | <input type="checkbox"/> feet <input type="checkbox"/> meters |
| | | | | |
| DEVELOPMENT: | COMMENCEMENT DATE | COMPLETION DATE | CONSTRUCTION COSTS | |

This information is collected under the authority of the Freedom of Information and Protection of Privacy Act, S. 33(c), for the purposes of issuing Development Permits. Any Development Permit issued pursuant to this Application, or any information related thereto, is not confidential information and may be released by the County. Any questions about the collection of this information may be directed to the County Administrator at (780) 656-3730.

Please indicate if the land that is subject of the development permit application situated within 1.5 miles of land that is used as:

- (a) A landfill for the disposal of garbage or refuse Yes No
- (b) An Intensive Livestock Operation (beef, swine, chickens, etc) Yes No
- (c) A sewage treatment or sewage lagoon Yes No

IS THE PROPOSED DEVELOPMENT WITHIN:

- 209 feet of centreline of Secondary Hwy? Yes No ½ mile of Primary Hwy? Yes No
- 125 feet of centreline of County Road? Yes No
- One mile of a river, stream, creek or lake? Yes No If yes, Name: _____

In consideration of any permit issued in respect to this application, the Applicant shall indemnify and hold harmless Smoky Lake County, its employees and agents, from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly, from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized. The Applicant consents hereby also to a person designated by Smoky Lake County, to enter upon the land for the purpose of inspection during the processing of this Application.

It is understood that all works will be constructed, altered, maintained or operated at the sole expense of the undersigned, and that work must not begin before a Permit has been issued by Smoky Lake County. The issuance of a Permit by Smoky Lake County does not relieve the holder of the responsibility of complying with relevant municipal bylaws and this Permit, once issued, does not excuse violation of any regulation, bylaw or act which may affect this project.

DECLARATION

I / WE HEREBY DECLARE THAT THE ABOVE INFORMATION, TO THE BEST OF MY / OUR KNOWLEDGE, IS FACTUAL AND CORRECT.

NOTE:

Signature of Registered Land Owner required
IF DIFFERENT from Applicant

DATE

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF REGISTERED LAND OWNER

FOR ADMINISTRATIVE USE ONLY

LAND USE CLASSIFICATION

TAX ROLL NUMBER

FEE ENCLOSED: Yes No

\$

AMOUNT

RECEIPT NUMBER

NOTICE OF DECISION:

APPROVED: Yes No

CONDITIONS (IF ANY) OR REASON FOR DENIAL:

DATE OF DECISION

DATE OF NOTICE OF DECISION

SIGNATURE OF DEVELOPMENT OFFICER

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DEVELOPMENT PERMIT SITE PLAN (use area OR define lot boundaries)

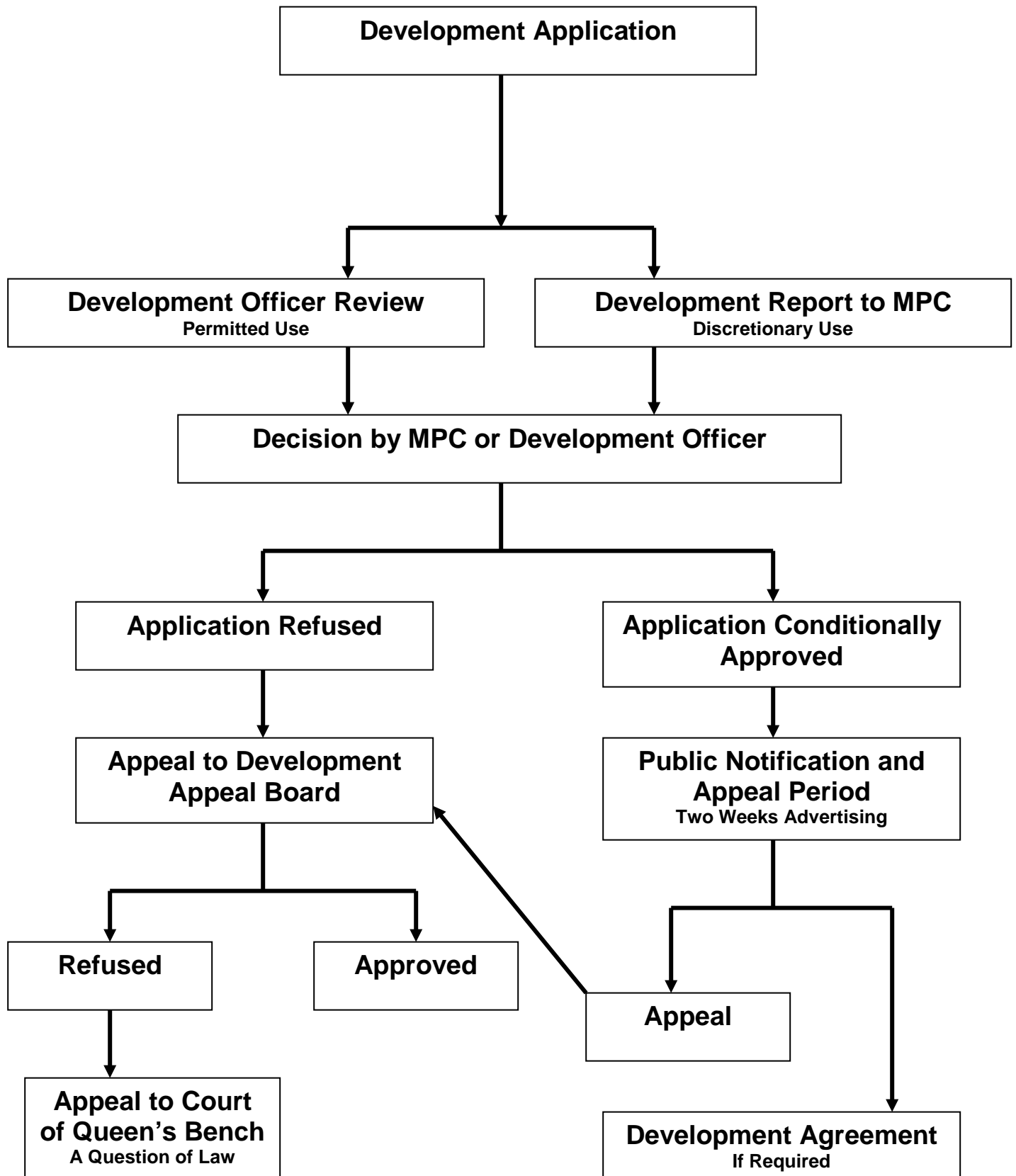


DATE: _____

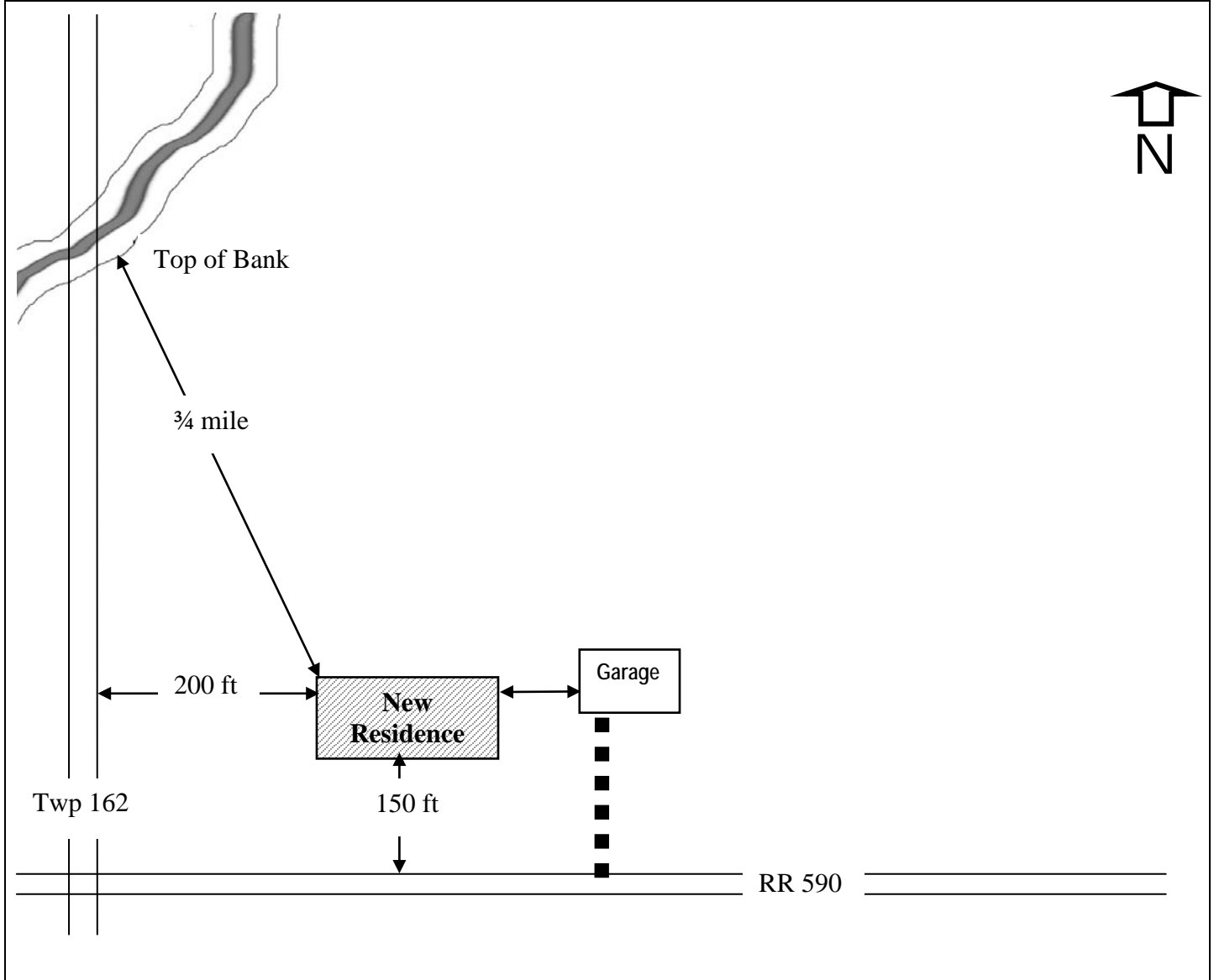
SIGNATURE OF APPLICANT: _____

PLEASE FOLLOW EXAMPLE SITE PLAN

DEVELOPMENT PERMIT PROCESS



EXAMPLE SITE PLAN



INCLUDE THE FOLLOWING INFORMATION IN YOUR SITE PLAN:

- legal description of the property;
- area and shape of the property;
- north arrow;
- identify public road providing access to the property;
- location of the approach to the property;
- dimensions of the proposed building(s);
- locations of the well and the sanitary sewer discharge;
- distances from the proposed building(s) to the front, sides and rear yard property lines;
- existing buildings;
- location of any water bodies and or steep embankments;

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