



**APPLICATION
For
DEVELOPMENT
PERMIT**

PERMIT #: _____
TAX ROLL #: _____
ZONING: _____
APP FEE: _____
RECEIPT #: _____

Town of Drayton Valley Planning & Development Dep't.
5120 – 52nd Street, Box 6837
Drayton Valley, AB T7A 1A1
Phone: (780) 514-2200 Fax: (780) 542-5753
www.town.draytonvalley.ab.ca

OFFICE USE ONLY

All Sections Must Be Completed In FULL PLEASE PRINT~

SECTION 1 – CONTACT/APPLICANT INFORMATION

Date: _____

Applicant's Full Name: _____

Phone No.: _____
(Daytime) (Evening) (Fax)

Mailing Address: _____
(City) (Province) (Postal Code)

E-mail Address: _____

Signature of Applicant: _____

I hereby give my consent to allow authorized persons the right to enter the above land and/or buildings, with respect to this application only. I understand and agree that this application for a development permit and any development permit issued pursuant to this application, or any information related thereto, is not confidential information and may be released by the Town of Drayton Valley.

SECTION 2 – REGISTERED LAND OWNER OR AGENT OF LAND OWNER

I, (Print Name) _____, hereby certify that: (please check one)

_____ I am the registered owner of the land described above; or

_____ I have been designated as the representative of the owner (**written consent attached**)

Signature: _____ Mailing Address: _____

Phone No.: _____
(Home) (Work) (Fax) (Postal Code)

SECTION 3 – LOCATION OF PROPOSED DEVELOPMENT

Street Address: _____, Drayton Valley, Alberta

Plan: _____ Block: _____ Lot(s): _____ **or** ___ 1/4 Sec ___ Twp ___ Rge ___ W5th

Existing Use of Property: _____

Description of Project/Land Use/Development: _____

Estimated Commencement Date: _____ Estimated Completion Date: _____

Estimated Cost of Construction: _____ (total cost minus land price)

Total Square Footage of Development (Including all floors and garage space): _____

BY AFFIXING HIS/HER HAND AND SEAL BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE:

1. The information provided above is accurate.
2. The signature contained within Section 2 above is that of the registered landowner, the registered landowners authorized designate, or the lands are in the process of being transferred to the signatory, and a copy of the Purchase Contract is attached hereto.
3. The lands have been investigated and no contamination of those lands exists.

APPLICANT'S SIGNATURE

DATE



APPLICATION
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Page 2 of 2

4. SECTION 4 – REQUIRED MATERIALS

The following documentation must be attached to your Development Permit Application prior to submission of your Development Permit; otherwise the application **will not be accepted**. Every application for a Development Permit shall, unless otherwise directed by the Development Officer, be accompanied by the following:

- **SITE PLAN** showing the following information: Property boundary and lot dimensions, scale of plan, legal description, location and dimensions of buildings or structures, required side yards and setbacks shown, abutting streets, avenues, and lanes shown, all easements shown, dimensioned layout of parking areas, entrances, and exits, fencing, screening and garbage areas, one site plan copy 8.5” x 11”, distance of proposed building(s) from road and closest side property line.
- **DETAILED CONSTRUCTION PLANS** containing the following: Floor plans, elevations (views of each side of the building), building, cross section, wall sections, specifications, any other pertinent details of construction.
- **DRAINAGE SITE PLANS** showing the following information: Property boundary and the direction and flow of storm water from the property into the municipal system.
- **SERVICING PLAN (COMMERCIAL DEVELOPMENTS)** showing the following information: Property boundary and the locations of and connections to municipal services.
- **LANDSCAPING PLAN (COMMERCIAL DEVELOPMENTS)** showing the following information: Property boundary and the landscaping of the lands. Details such as types of foliage, trees and ground cover are required.
- **FOR COMMERCIAL DEVELOPMENTS, ALL PLANS SHOULD BE SUBMITTED IN ELECTRONIC FORMAT, IN ADDITION TO THE PAPER COPIES PROVIDED TO THE TOWN.**

In addition to the above, and pursuant to the Town of Drayton Valley Land Use Bylaw, the Development Authority may require further information, drawings or documents as may be needed to determine any aspect to the proposed development, or such other material as may be required for presentation to the Municipal Planning Commission. Applicants are advised that failure to provide all of the required information will result in the application **NOT BEING PROCESSED UNTIL** all required information and fees are submitted.

NOTES:

- This is not a Building Permit (must be obtained separately).
- **If you commence work on the development prior to the issuance of the Development Permit, you do so at your own risk. Any work that must be removed or is not in compliance with the permit will be at your expense. If you do commence work on the development prior to receiving the Development Permit, so long as you diligently pursue the issuance of the Development Permit, it is the Town’s intention not to consider the issue of a stop order for 60 days following the date the application for the permit was received by the Town, unless the permit is refused prior to that date.**
- Any development carried out prior to obtaining a Development Permit Decision signed by an authorized Development Officer of the Town of Drayton Valley and prior to the appeal expiry date is at the applicant’s own risk.
- Any development carried out prior to submission of the complete Application for Development Permit and the required materials shall be charged at double the cost had the application been made prior to commencement of construction.
- The information on this form is collected under the authority of Paragraph 32c of The Alberta Freedom of Information and Protection of Privacy Act, RSA, 2000, Ch. F-18.5, and shall only be used for the purpose for which it was collected.

The Applicant has read and acknowledged the above information, as indicated by his/her initials below.

Applicant Initials