

**DEVELOPMENT PERMIT APPLICATION
DEVELOPMENT- PRINCIPAL BUILDING**



The checklist below must be completed and attached to all Development Permit applications. **Any approval(s) granted regarding this application does not excuse the Applicant from complying with the regulations of any Federal, Provincial or other legislation or regulations, including but not limited to the Alberta Building Code or the conditions of any easement, restrictive covenant or agreement affected the subject parcel(s) or building(s) contained on the subject parcel(s).** Applications can be submitted electronically by emailing all required documents to plandev@draytonvalley.ca or in person at the Town of Drayton Valley Civic Centre located at the address noted at the bottom of this page.

Land Use Bylaw Application Requirements	<p><u>Application Components:</u></p> <p><input type="checkbox"/> Completed application form <input type="checkbox"/> Signed Right-of-entry form</p> <p><input type="checkbox"/> Signed Authorization form (if application made by person other than landowner)</p> <p><input type="checkbox"/> Certificate of title dated within 60 days of date of application</p> <p><input type="checkbox"/> Copies of all instruments (except mortgages) registered by way of caveat on the parcel</p>
	<p><u>Fees:</u></p> <p><input type="checkbox"/> \$200 Residential (Single-Family / Duplex / Fourplex / Modular / Mobile / Additions to these)</p> <p><input type="checkbox"/> \$500 Per Unit - Multi-Family Residential Buildings Greater than 4 Units / Additions to these</p> <p><input type="checkbox"/> \$400 Commercial / Institutional / Industrial / Agricultural / Additions to these</p> <p><i>Other fees that may apply</i></p> <p><input type="checkbox"/> Discretionary Use and/or Variance- \$200</p> <ul style="list-style-type: none"> • Discretionary Use- considered by Council • Variance within 30% considered by Development Officer • Variance more than 30% considered by Council
	<p><u>Site Plan Components:</u></p> <p><input type="checkbox"/> North arrow <input type="checkbox"/> All property lines with dimensions <input type="checkbox"/> Total lot area</p> <p><input type="checkbox"/> Exterior dimensions and area of all building/structures</p> <p><input type="checkbox"/> Front, rear, side yard setbacks for all building(s) and structure(s)- measured from each corner the foundation</p> <p><input type="checkbox"/> Dimensions of all eaves and other projections (i.e. chimneys, etc.), measured to the nearest property line</p> <p><input type="checkbox"/> Proposed and existing landscaping <input type="checkbox"/> Location of any registered utility easements/right-of-way</p> <p><input type="checkbox"/> Location of registered right-of way/easement plans (including ROW number)</p> <p><input type="checkbox"/> Locations, dimensions, areas and heights (measured from finished grade) of all proposed decks</p> <p><input type="checkbox"/> Lot grading plan showing finished grade of all lot corners and top of foundation elevation</p>

Land Use Bylaw Application Requirements (Continued)	<p><u>Floor Plan Components</u></p> <input type="checkbox"/> Dimensions, floor areas and use(s) of all rooms <p><u>Elevation Plan Components</u></p> <input type="checkbox"/> Building Elevations including north, south, east and west sides, wall height measured from the finished grade to the peak of the roof <input type="checkbox"/> Building Elevations that show exterior cladding materials (siding, brick/stone, stucco) and roofing materials	
Engineering Requirements <small>(May be required on case by case basis)</small>	<input type="checkbox"/> Location of all utility service connections (gas, power, phone, cable) to the building, available from the appropriate subdivision's engineering firm, the builder or individual utility company <input type="checkbox"/> Locations of all surface hardware including streetlights, hydrants, manholes, valves, pedestals, etc. on an adjacent to the site <input type="checkbox"/> Location of sidewalks and curbs with dimension from property line(s) <input type="checkbox"/> Geotechnical report(s)- slope stability, soils, etc. (if required)	
Applicant/Landowner Information	<p>Applicant Name: _____</p> <p>Mailing Address: _____</p> <p>City: _____ Postal Code: _____</p> <p>Phone (primary): _____ (secondary): _____</p> <p>Email: _____</p>	<p>Registered Owner Name(s) (if different from Applicant) _____</p> <p>Mailing Address: _____</p> <p>City: _____ Postal Code: _____</p> <p>Phone (primary): _____ (secondary): _____</p> <p>Email: _____</p>

Parcel/ Proposed Use Information	Municipal Address: _____ Legal Description Lot: _____ Block: _____ Plan: _____ or Section : _____ Quarter Section: <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SE <input type="checkbox"/> SW Range: _____ Meridian: _____ (select one) Land Use District: _____ Type of Development (select one + addition if adding to an existing building): Residential: <input type="checkbox"/> Single Family <input type="checkbox"/> Modular Home <input type="checkbox"/> Duplex <input type="checkbox"/> Triplex <input type="checkbox"/> Fourplex <input type="checkbox"/> Mobile <input type="checkbox"/> Addition <input type="checkbox"/> Other: _____ <input type="checkbox"/> Multi-Family Residential Building Greater than 4 Units: <input type="checkbox"/> Addition <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural: <input type="checkbox"/> Addition Please describe the type of development selected above: _____ _____ _____
Official Use Only	<input type="checkbox"/> Permitted Use <input type="checkbox"/> Discretionary Use <input type="checkbox"/> Variance Base Fee \$ _____ Discretionary Use Fee \$ _____ Variance Fee \$ _____ Receipt #: _____ Date: _____ Application #: DV _____

I hereby declare that I am I represent the registered owner of the property on which the work identified in this application will be conducted in accordance to the plans submitted with the application and, if approved, will adhere to the conditions of the Development Permit and the Town of Drayton Valley Land Use Bylaw. I/We will notify the Town of Drayton Valley as soon as possible of any proposed changes to the plans submitted with this application.

NOTE: The information contained in this application is being collected under the authority of the Town of Drayton Valley Land Use Bylaw. This information may be used to provide statistical data and is protected by the provisions of the Freedom of Information and Protection of Privacy (FOIP) Act. If you have any questions about the collection of information, please contact the Town of Drayton Valley at 780-514-2200.

NOTE: You acknowledge that an electronic version of your signature below is the same as a handwritten version of your signature and by submitting either an electronic version or printed version of this application, you agree that all information provided is true and accurate.

Signature of Registered Owner/Applicant

Date of Application

Authorization Form

I/We _____ Print name(s) of
registered owner(s)

Being the registered owner(s) of

_____ Legal description and/or
municipal address of subject lands

Hereby authorize _____
Name of person(s) or firm making application

To submit a Development Permit application for the above described property.

NOTE: You acknowledge that an electronic version of your signature below is the same as a handwritten version of your signature and by submitting either an electronic version or printed version of this application, you agree that all information provided is true and accurate.

Signature(s) of registered owner(s)

Authorization signed on:

Note: This information is being collected under the authority of the Town of Drayton Valley Land Use Bylaw and will be used to process the application. The information is protected by the provisions of the Freedom of Information and Protection of Privacy (FOIP) Act. If you have any questions regarding the collection of information, please contact the Town of Drayton Valley at 780-514-2200

Right of Entry

In accordance with Section 542(1) of the Municipal Government Act and the Town of Drayton Valley application requirements, this right of entry authorization must be completed, signed and returned at the time of application.

I/We _____ Print
name(s) of registered owner(s)

Being the registered owner(s) of

Legal description and/or municipal address of subject lands

Hereby authorize representatives of the Town of Drayton Valley to enter upon the subject lands for the purpose of site inspection(s) to evaluate the proposed development and ensure compliance with any subsequent Development Permit conditions in the event the Development Permit is approved.

NOTE: You acknowledge that an electronic version of your signature below is the same as a handwritten version of your signature and by submitting either an electronic version or printed version of this application, you agree that all information provided is true and accurate.

Signature(s) of registered owner(s)

Right-of-Entry signed on:

Note: This information is being collected under the authority of the Town of Drayton Valley Land Use Bylaw and will be used to process the application. The information is protected by the provisions of the Freedom of Information and Protection of Privacy (FOIP) Act. If you have any questions regarding the collection of information, please contact the Town of Drayton Valley at 780-514-2200