

**TOWN OF PICTURE BUTTE
APPLICATION FOR A DEVELOPMENT PERMIT**

**SCHEDULE 10
FORM A**

LAND USE BYLAW NO. 747

FEE _____

DATE RECEIVED BY DEVELOPMENT OFFICER _____

GENERAL INFORMATION

APPLICANT'S NAME: _____

ADDRESS: _____ PHONE: _____

REGISTERED OWNER'S NAME: _____

ADDRESS: _____ PHONE: _____

APPLICANT'S INTEREST IF NOT THE REGISTERED OWNER: _____
(Option - Lease - Other)

LEGAL DESCRIPTION OF LAND: LOT(s) _____ BLOCK _____ PLAN _____

Quarter _____ Section _____ Township _____ Range _____

STREET ADDRESS (if applicable): _____

SPECIFIC INFORMATION

In order to properly evaluate an application for development, the development officer must be provided with a complete and clear description of the land; everything which is presently built on the land, and everything which is to be built on that land.

1. Details of DEVELOPMENT SITE:

Describe the lot dimensions and show on a scaled PLOT PLAN, e.g. (1:300 – 0-1.6 ha; 1:1000 – 2-3.6 ha; 1:2500 – 4 or more ha).

2. Details of EXISTING DEVELOPMENT:

Describe below and indicate on the scaled PLOT PLAN each building or structure presently located on the lot; noting the use(s), dimensions, setbacks and floor area(s) and which one(s), if any, are to be removed, relocated and/or renovated as well as such other information the development officer or MPC may request.

The MPC or development officer may require a surveyor's certificate if deemed necessary to ensure the location of the structure(s) on the lot.

3. Details of PROPOSED DEVELOPMENT:

Describe below and indicate clearly on the scaled PLOT PLAN all new buildings, additions and structures are to be constructed on the lot, noting the use(s), dimensions, floor area(s) and setbacks of each. Describe below any proposed interior renovations, changes in use, or home occupations (if applicable).

4. Details of FOUNDATION: _____

5. **Details of LANDSCAPING:**

Describe generally the type of **landscaping features** _____
and **fencing** proposed _____
and indicate **locations** _____ on the scaled PLOT PLAN.

6. **Details of VEHICLE PARKING and ACCESS:**

Describe the **number** _____ and **size** _____ of all existing and proposed **parking spaces** _____, **loading spaces**, _____ and **driveways** _____ on site.
Indicate locations of same on the scaled PLOT PLAN.

7. **Details of EXTERIOR BUILDING FINISH:**

Describe the **type(s)** _____ and **colour(s)** _____
of all **material** used to finish the existing and proposed structure exteriors.

8. **Details of SERVICES**

Indicates as follows: **A** = available **R** = required

water () sewer () septic field ()
natural gas () electricity () telephone ()

Estimated **Commencement Date:** _____ Estimated **Completion Date:** _____

I have read and understand the terms noted below and hereby apply for permission to carry out the development described above and on the attached plans and specifications. I further certify that the registered owner of the land described above is aware of, and in agreement with this application.

DATE: _____

SIGNED: _____
Applicant

SIGNED: _____
Registered Owner

TERMS:

1. Subject to the provisions of the Land Use Bylaw No. 747 of the Town of Picture Butte, the term "development" includes the making of any change in the use of buildings or land.
2. Although the development officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as official consent, and is without prejudice to the decision in connection with the formal application. It must be clearly understood that any action taken by the applicant before a development permit is received, is at his own risk.
3. Plans and drawings, in sufficient detail to enable adequate consideration of the application, must be submitted in **duplicate** with this application, together with information sufficient to identify the land. It is desirable that the plans and drawings should be on a scale appropriate to the development. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared. In most cases, as a minimum plans should include a site plan and elevations of two sides of the structure.
4. **If a decision is not made within 40 days** from the date of the receipt of the application in its complete and final form, or within such longer period as the applicant may approve in writing, **the application shall be deemed to be refused** and the applicant may exercise his right of appeal as though he had been mailed a refusal at the end of the 40-day period as provided in section 684 of the Act.
5. Construction undertaken subsequent to approval of this development permit application may be regulated by the **provincial building requirements**. The applicant/owner/developer assumes all responsibilities pertaining to construction plan submissions, approvals and inspections as may be required by **Alberta Labour**.