



Permit Fee: \$ \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Rec'd by: \_\_\_\_\_ Tax Roll: \_\_\_\_\_

### DEVELOPMENT PERMIT APPLICATION

Land Use By-law No. 1246/13

Application # \_\_\_\_\_

I/We hereby make application for a Development Permit under the provisions of the **Land Use Bylaw** in accordance with the plans and supporting information submitted herewith which form part of this application. I/We understand that a 21-day appeal period follows notice of approval.

This is not a building permit; applicable building, gas, electrical, and plumbing permits must be obtained prior to commencing any renovation or new construction. Safety code permit applications and fees may be dropped off at the Town of Nanton Office for forwarding to: Superior Safety Codes Inc., Lethbridge, AB. Phone 1-877-320-0734

1.0 Applicant (Print Name): \_\_\_\_\_

Address: Box Number: \_\_\_\_\_ City/Town/Village: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Tel. No. \_\_\_\_\_ Cell No: \_\_\_\_\_ e-mail: \_\_\_\_\_

I agree to receive correspondence via electronic message related to this application.

2.0 Registered Owner of Land: (If Different from Applicant) \_\_\_\_\_

Address: Box Number: \_\_\_\_\_ City/Town/Village: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Tel. No. \_\_\_\_\_ e-mail: \_\_\_\_\_

Civic Address of Property: \_\_\_\_\_

Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Plan No. (Quarter Section) \_\_\_\_\_

Existing use of Land or Building: \_\_\_\_\_ Land Use District: \_\_\_\_\_

3.0 Proposed Development or Use: (see page 3 for application requirements) \_\_\_\_\_

Setbacks: Front Yard: \_\_\_\_\_; Rear Yard: \_\_\_\_\_; N / W Side Yard: \_\_\_\_\_; S / E Side Yard: \_\_\_\_\_

Height: \_\_\_\_\_; Floor Area: \_\_\_\_\_; Percent Building Coverage: \_\_\_\_\_; Lot Area: \_\_\_\_\_

Project Cost (materials and labor): \$ \_\_\_\_\_

Estimated Commencement Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

Will there be a water connection and/or disconnection at the curb stop required?  Yes  No Fee \$ \_\_\_\_\_

**Signatures required on page 2 of this application.**

**A Development Officer shall, within 20 days after the receipt of an application for a development permit, determine whether the application is complete, during which time the application may be referred to other agencies and departments. Once an application is deemed complete, the Development Authority has up to 40 days to render its decision on an application and may request additional information.**

**Registered Owner/Applicant Signature**

The Registered Owner/Applicant represents and warrants to the Town of Nanton that the information contained in this application and the dimensions shown on the plans submitted with this application are true and correct.

I, \_\_\_\_\_ (print name) hereby certify that I am (choose one) the  Registered Owner or I am the  Applicant and authorized to act on behalf of the Registered Owner.

Letter of authorization attached (if Registered Owner does not sign)

\_\_\_\_\_ Date \_\_\_\_\_  
Registered Owner(s) or Applicants' Signature

**Right of Entry Signature**

In accordance with the *Municipal Government Act*, I hereby authorize the Designated Officers of the Town of Nanton to enter upon the land for the purpose of conducting a site inspection in connection with my development permit application.

\_\_\_\_\_  
Registered Owner(s) or Applicants' Signature

**Freedom of Information**

I understand that this application and accompanying information is public record that is accessible by the public. Upon request to the Town this application and file documentation will be made available for viewing.

\_\_\_\_\_  
Applicants' Signature

The personal information collected on this form is being collected under the authority of Section 33 of the Alberta Freedom of Information and Protection of Privacy Act, and Section 301.1 of the Municipal Government Act. The information will be used to process your application(s) and your name and address may be included on the reports that are available to the public. If you have any questions about the collection, use or disclosure of the personal information provided, please contact the Chief Administrative Officer at the Town of Nanton, 1907 – 21 Avenue, Box 609, Nanton, AB T0L 1R0 or phone 403-646-2029.



## APPLICATION REQUIREMENTS

An application for a Development Permit shall be completed and submitted to the Development Officer on the prescribed form signed by the registered owner or applicant, and accompanied by the following minimum information (in accordance with s.27 of the Land Use Bylaw).

- (a) a completed development permit application, signed by the registered owner(s) or authorized by the owner. The Development Officer may request a current title documenting ownership and copies of any registered encumbrance, lien or interest registered on title.
- (b) the prescribed fee;
- (c) a description of the existing and proposed use of the land, building(s) and structures and whether it is a new development, an alteration/addition, relocation or change of use and whether the use is temporary in nature;
- (d) a site plan acceptable to the Development Officer indicating:
  - (i) the location of all existing and proposed buildings and structures (including roof overhangs) and registered easements or rights-of-way, dimensioned to property lines and drawn to a satisfactory scale;
  - (ii) existing and proposed parking and loading areas, driveways, abutting streets, avenues and lanes, and egress and ingress;
  - (iii) where applicable, the location of existing and proposed utilities, wells, septic tanks, disposal fields, culverts and surface drainage patterns;
  - (iv) any additional information as may be stipulated in the standards of development;
- (e) any such other information as may be required by the Development Officer or Municipal Planning Commission to evaluate an application including but not limited to: conceptual design schemes, landscaping plans, building plans, drainage plans, servicing and infrastructure plans, soil analysis, geotechnical reports or other reports regarding site suitability, Real Property Report, or a surveyors sketch;
- (f) a copy of the approval letter from the appropriate authority stating that the proposal complies with the architectural controls caveat;
- (g) color renderings or facsimile acceptable to the Development Authority showing the exterior elevations including height, horizontal dimensions and finishing materials of all buildings, existing and proposed;
- (h) documentation from the Alberta Energy Regulator (AER) identifying the presence or absence of abandoned oil and gas wells as required by the Subdivision and Development Regulation.

