



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

HOME OCCUPATION DEVELOPMENT PERMIT APPLICATION

Land Use By-law No. 1389/24

Application # _____

I/We hereby make application under the provisions of the Land Use Bylaw and amendments thereto, in accordance with the plans and supporting information submitted herewith which form part 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.

This is not a business license. Where required, business licenses must be obtained on an annual basis prior to commencement of an approved home occupation.

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.

Registered Owner of Land: (If Different from Applicant) _____

Address: Box Number: _____ City/Town/Village: _____

Postal Code: _____ Tel. No. _____ e-mail: _____

2.0 Civic Address of Property: _____

Lot(s) _____ Block _____ Plan No. (Quarter Section) _____

Existing use of Land or Building: _____ Land Use District: _____

3.0 DESCRIPTION OF PROPOSED BUSINESS: *(please give a detailed description. Attach a separate page if there is insufficient room to write).*

Hours of operation: _____ to _____ Days of week: _____

Do you live at the home associated with the home occupation? ☐ yes ☐ no

How many employees who do not live at the home will be working at the home? _____

Off-street parking available: ☐ yes ☐ no Number of spaces: _____

Commercial vehicles: ☐ yes ☐ no If yes, how many and what type? _____

Is the garage or other accessory building to be used for the business? ☐ yes ☐ no

Will goods, materials and/or equipment be stored? ☐ yes ☐ no If yes, what will be stored and where?

On average, how many weekly visits by clients, including pick-ups and deliveries? _____

Do you wish to display an exterior sign advertising the business on the premises? ☐ yes ☐ no

Bed and Breakfast Application Only: Number of guest rooms _____ % of dwelling unit _____

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)

Registered Owner(s) or Applicants' Signature

Date

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 Planning and Development Officer at the Town of Nanton, 1907 – 21 Avenue, Box 609, Nanton, AB T0L 1R0 or phone 403-646-2029.