



Development Permit # _____

Application Date: _____

APPLICATION FOR DEVELOPMENT PERMIT

1. General Information:

(Please complete contact information on the reverse side)

Landowner: _____

Applicant: _____

2. PROPERTY:

Address to be Developed: _____

Legal Description: Lot _____ Block _____ Plan _____ or, _____ - _____ - _____ - _____ -W5

Land Use District _____ Roll # _____ Qtr. Sec. Twp. Rge. Mer

3. TYPE OF DEVELOPMENT AND/OR USE:

- Single Family Residential
- Duplex
- Secondary Suite
- Multi-Family Residential/High Density
- Manufactured Home on Lot
- Garage
- Shed, Deck, Greenhouse, Etc.
- Driveway
- Addition
- Change of Use/Occupying Space
- Commercial

- Industrial
- Institutional
- Sign Permit
- Landscaping/Clearing
- Home Based Business
- Variance of Bylaw Requirements

Variance Needed: _____

Please include a description of your proposed development: _____

4. FEES, DEPOSITS, ETC.

Application Fee	\$ _____
Development Deposit	\$ _____
Offsite Levies	\$ _____
Intersection/Road Levies	\$ _____
Variance	\$ _____
Other (_____)	\$ _____
Total	\$ _____

Note: Only the application fees are payable at time of application. The Offsite Levies and other fees/charges may be paid by post-dated cheque, be cashed at the end of the Development Permit appeal period. The Development Deposit may also be paid by Letter of Credit.

The Development Deposit is refundable upon satisfactory completion of all the conditions of the Development Permit. Please ensure you and your contractor(s) have read and understood these conditions. Should you have any questions about your permit, we would be happy to assist you.

CONTACT INFORMATION

Applicant: _____

Mailing Address: _____

Town/City: _____ Province: _____ Postal Code: _____

Phone: _____ Fax: _____ Cell/Alternate: _____

Email: _____

(If Different Than Above)

Landowner: _____

Mailing Address: _____

Town/City: _____ Province: _____ Postal Code: _____

Phone: _____ Fax: _____ Cell/Alternate: _____

The personal information is being collected under the authority of the Municipal Government Act M-26.1 and will be used for administering the affairs of the Town of Slave Lake and provision of services. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Town of Slave Lake FOIP Coordinator.

Email: _____

- I hereby acknowledge and understand that the issuance of a Development Permit in accordance with the notice of decision is subject to the condition that it does not become effective until 15 days after the date of decision is advertised in the local newspaper.
- The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Subdivision and Development Appeal Board within 14 days after notice in the local newspaper.
- I hereby agree that, should I not appeal the conditions of the approval of the DEVELOPMENTN AUTHORITY within 14 days from the date of issue of the Development Permit, I will undertake to perform, fulfill and abide by all conditions of approval.
- I hereby give consent to any authorized person to enter the said lands to perform an inspection related to this permit.
- I understand that I may be required to obtain permits pursuant to the Alberta Safety Codes Act.

Signature of Applicant

Date

Signature of Landowner

Date

5. APPLICATION REQUIREMENTS CHECKLIST

TWO (2) SETS OF PLANS SHOWING THE FOLLOWING:

- Site Plan, Scale 1:200 minimum
- Exterior Elevations (Height)
- Lot Grading Plan
- Location of Existing & Proposed Municipal & Private Local Improvements
- Suggested location of future driveway
- Tax Roll # _____
- Estimated Cost of Project: \$ _____
- Estimated Completion Date: _____

Some of these requirements may not be necessary for all applications. Please consult with the Development Officer for the requirements for your application.

To ensure your application is finished please complete the pertinent checklist for the development you are proposing. The Following Items Are Required In Addition To Those Listed in #5:

6. SINGLE FAMILY RESIDENTIAL/DUPLEX/ADDITION CHECKLIST

- Please Check box if Development is next to Power Lines.
- Please Check box if Development is in the Downtown Area.
- List Any Existing Structures _____
- Is it a Corner Lot?
- Is there separate servicing for each residential unit?

SECONDARY SUITES

- Fees for Advertising
- Final Inspection Report from either Superior Safety Codes or Inspections Group.
- Site plan (location of parking stall, entrance, amenity area, etc.)

7. MULTI-FAMILY RESIDENTIAL/HIGH DENSITY CHECKLIST

- Entrances & Exits from Site _____
- Location of Fire Lane _____
- Location & # of Fire Hydrants _____
- Location of Key Box _____
- Please Check box if Development is in the Downtown Area.
- Please Check box if Development is next to Power Lines.
- Fire safety plan
- Must have a turn-around facility if there is a dead end longer than 90m.
- The roads/lanes must be designed to support the weight of the Fire Fighting Apparatus in all weather conditions.
- Overhead Clearance must NOT be less than 5m.
- The roadway must have a width of not less than 6m.

- If the building is greater than 3 storeys, access must be to the principle entrance.

8. GARAGE, DECK, SHED, ETC CHECKLIST

- Is the Garage/Shed located 2m from the principle dwelling?
 Does the rear yard still have 7.5 m from the rear of the deck to the rear property line? (For Deck Only)
 When building a detached garage, in the rear, on a laneway, the garage must be 0.6m from the laneway.
 Is the Garage/Shed located a minimum of 1.0m from the side yard property line?

DRIVEWAY CHECKLIST

- Must be hard surfaced with cement, asphalt, rubber, or cement blocks.
 Proposed Width of Driveway _____ (Must be no wider than 8.5m.)
 Please provide a sketch of the proposed driveway.

CHANGE OF USE/OCCUPYING SPACE CHECKLIST

- Location of sign(s) _____ (if any, please complete Section 9)
 Type of Business _____
 # of Signs required _____
 Sketch/Pictures attached.

COMMERCIAL/INDUSTRIAL/INSTITUTIONAL

- Landscaping Plan
 Location of Signs
 # of Signs _____
 Parking Plan Showing Driving Aisles & Parking Stalls
 Access Plan
 Servicing Plan
 Parking Lot Lighting Plan

Other Considerations:

- Traffic Impact Study May be required
- Channel Migration Study May be required
- Geotechnical Investigation May be required
- On Street Construction and Maintenance (OSCAM) Permit May be required.
- Effective January 1, 2013 Canada Post instituted a one-time fee of \$200.00 to install Community Mail Boxes. Are Mail Boxes needed in your development?

9. SIGN PERMIT

- Estimated Cost of Signs _____
 Size of Signs _____
 Location of Signs _____
 Type of Signs _____
 # of Signs _____
 Illuminated Y or N
 Please attach sketch

10. HOME BASED BUSINESS

- Business Name: _____
- Describe your Business _____
- What Equipment do you use _____
- Where do you perform your business or sell your product? _____
- What part of your dwelling do you use for your business? _____
- Where is business material kept? _____
- How often per day do people come to your home regarding your business? _____
- What type/size of vehicle may be involved in your business? _____
- Where is the vehicle parked? _____
- Do you use the garage for your business? _____
- What type of dwelling will you be operating from? _____