



DEVELOPMENT PERMIT APPLICATION

For Office Use Only

Date of Receipt: _____

Accepted By: _____

Permit #: _____

Roll #: _____

I / We hereby make application under the current Brazeau County Land Use Bylaw for a Development Permit. The plans and information submitted herewith are for this Application.

1. **Purpose of the Development Permit Application.** Using the table below, please check all items that apply to your proposed development and fill out the corresponding sections of the Permit Application form.

Type of Application	Application Sections to Complete
Sections in green text MUST be completed	1, 2, 3, 12, 13, 14, 15
<input type="checkbox"/> Construction/Placement of Building(s) or Structure(s)	4
<input type="checkbox"/> Variance Required (please discuss with planning staff when submitting your application)	4, 5
THE FOLLOWING SECTIONS ONLY NEED TO BE COMPLETED IF THEY APPLY TO YOUR DEVELOPMENT:	
<input type="checkbox"/> Demolition or Removal of Building(s) or Structure(s)	6
<input type="checkbox"/> Site Grading	7
<input type="checkbox"/> Home Occupations	8, 9 (4 & 10 – if required)
<input type="checkbox"/> Operation of a Business	8 (4 & 10 – if required)
<input type="checkbox"/> Natural Resources Extraction & Processing (NREP) - Gravel Pits	10 (11 – if required)
<input type="checkbox"/> Sign Installation	11

If the information cannot fit in the space provided, please provide it on a separate page(s). When doing so, please note which section each additional page corresponds to.

2. Contact Information

Name(s) and mailing address of ALL landowner(s) – ensure all owners registered on title are indicated

Mailing Address: _____
P/C

Email: _____

Phone: _____

Cell: _____

Fax: _____

Name(s) and mailing address of the applicant(s) ☐ Please check if same as landowner

Mailing Address: _____
P/C

Email: _____

Phone: _____

Cell: _____

Fax: _____

3. Legal Description, Area and Land Use Details of the Lands to be Developed

a. All/part of the _____ W5M
¼ Section Section Township Range

b. All/part of _____
Lot Block Plan

c. Rural Address: _____

d. Area of Parcel: _____
Acres Hectares

3. e. How is the land zoned? (e.g. Agricultural, Hamlet Residential) _____
- f. Describe the existing use(s) of the property (e.g. bare land, residential, haying/grazing): _____
- g. Estimated Cost of Development: \$ _____
- h. Estimated Start Date: _____, 20____ Estimated Completion Date: _____, 20____

4. Proposed Development Details

a. Residential Development

Residence/Dwelling:	Area (ft ² /m ²)	Height to Peak (ft/m)	New (N) or Existing (E)
<input type="checkbox"/> Manufactured Home			
<input type="checkbox"/> Single-Detached Dwelling on Permanent Foundation			
<input type="checkbox"/> <input type="checkbox"/> Developed Basement <input type="checkbox"/> Undeveloped Basement			
<input type="checkbox"/> Other Dwelling (eg. Semi-Detached, Townhouse, Tiny Home, Cabin)			
How many homes will be on the property, including the one being applied for? _____			
Attachment to Dwelling:	Area (ft ² /m ²)	Height to Peak (ft/m)	New (N) or Existing (E)
<input type="checkbox"/> Addition(s) – this includes any enclosed/roofed structure			
<input type="checkbox"/> Covered Deck(s) – uncovered decks do not require development permits			
<input type="checkbox"/> Garage			
Accessory Structure:	Area (ft ² /m ²)	Height to Peak (ft/m)	New (N) or Existing (E)
<input type="checkbox"/> Detached Garage			
<input type="checkbox"/> Shop(s) or Shed(s)			
<input type="checkbox"/> Other: _____			

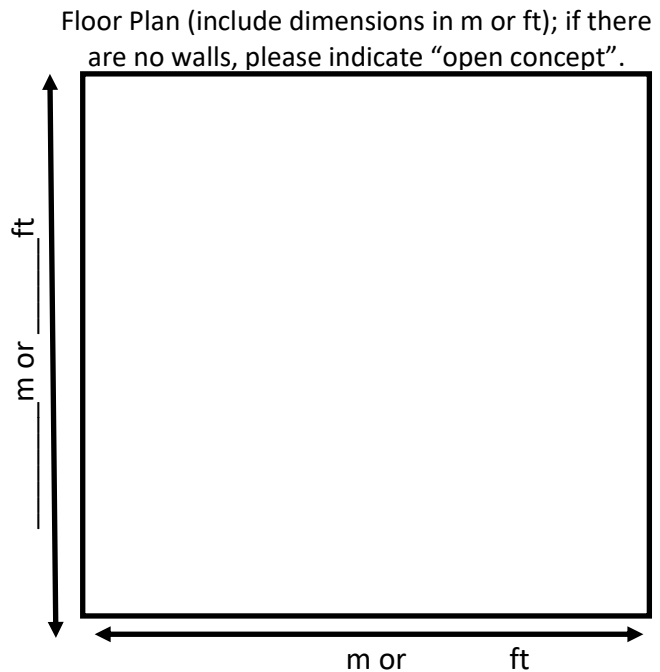
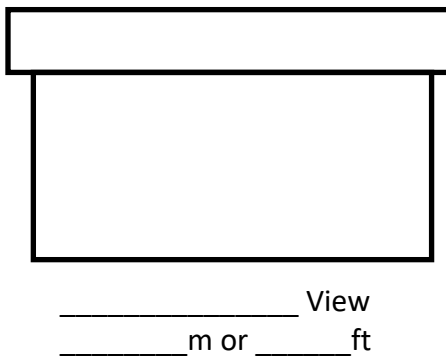
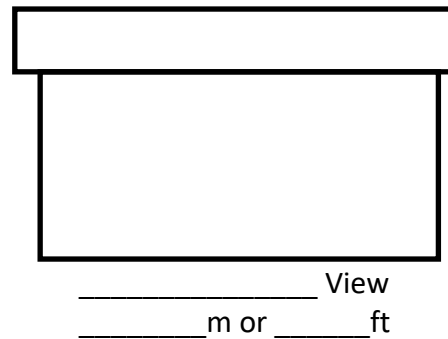
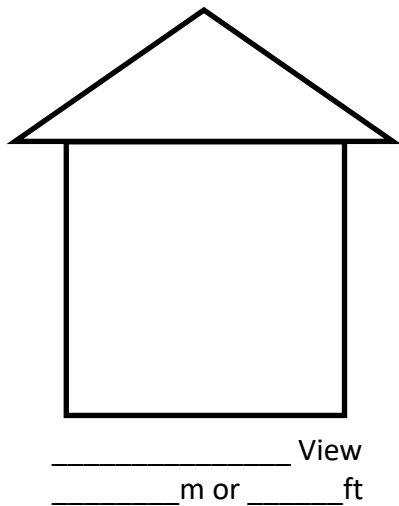
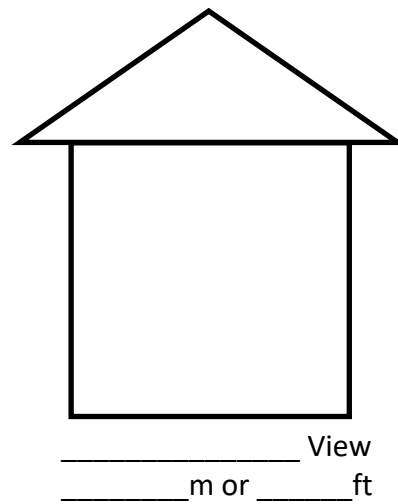
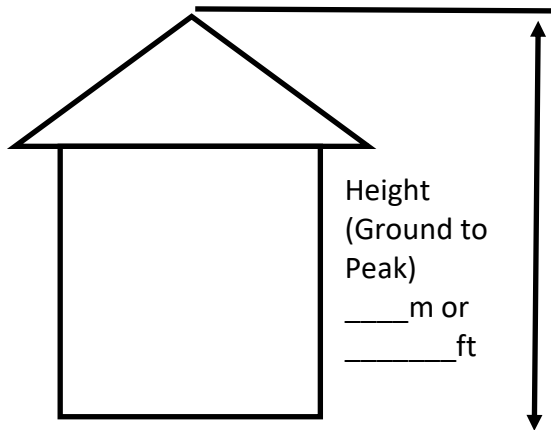
b. Business, Commercial and Industrial Development

Business Operation:			
<input type="checkbox"/> Home Occupation Minor, Medium or Major (Complete Sec 9)	<input type="checkbox"/> Industrial (Complete Sec 8)		
	<input type="checkbox"/> Recreational (Complete Sec 8)		
<input type="checkbox"/> Commercial (Complete Sec 8)	<input type="checkbox"/> Natural Resource Extraction & Processing (Complete Sec 10)		
Will signs be installed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, complete Sec 11.			
Structures to be Developed:	Area (ft ² /m ²)	Height to Peak (ft/m)	New (N) or Existing (E)
<input type="checkbox"/> Principal Building – this includes commercial and industrial buildings, shops, etc.			
<input type="checkbox"/> Addition(s) – this includes any enclosed/roofed structure			
<input type="checkbox"/> Accessory Shop(s) or Shed(s)			
<input type="checkbox"/> Other: _____			

c. **Site Plans and Building Plans**

Applications **must** be accompanied by:

- ☐ Site Plan (attach or use Schedule A – Sec 15) **AND**
☐ Building/Floor Plans (attach ☐ Third Party Detailed Plan, ☐ Pre-Ordered Package Drawing
OR ☐ Personal Design using the drawings below or adding your own):



5. Variance Required – please discuss this section with planning staff when submitting your application

- a. Is a variance required? ☐ Yes ☐ No
- b. If yes, please detail the required variance(s) on the table below.

Building/Structure	Variance Required (i.e. height, front yard setback, etc)

- c. Please describe the reasons causing the variance to be required: _____
- _____
- _____
- _____

6. Demolition or Removal of Building(s) and/or Structure(s)

- a. A site plan is required.
- b. In the table below please detail the existing structures on the land, and identify those scheduled for demolition or removal

Existing building/structure(s) (e.g. house, garage, shed)	Square footage or square meters:	Demolition/ Removal
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

- c. Who will be undertaking the demolition or removal? (e.g. contractor, yourself): _____
- d. Demolition/removal plan details:
- i. Equipment and transportation requirements: _____
- _____
- ii. Stockpiling or storage of demolition/removal materials: _____
- _____
- iii. Demolition/removal materials disposal: _____
- e. Please identify actions that will be taken to mitigate negative impacts of the demolition/removal (e.g. dust, noise, unsightly conditions): _____
- _____
- f. Please outline the site restoration plan (e.g. backfilling, landscaping): _____
- _____
- g. Estimated commencement date: _____ Estimated completion date: _____

7. Site Grading & Manmade Water Features (NOTE: Site Grading applies when not in AG districts and volume of material to be disturbed is >250 m³)

- a. A site plan is required. Please ensure that you complete section 15 of this application. Please note that you may also be required to submit a lot grading and/or drainage plan.
- b. Please answer the following questions with regard to the existing conditions on the lands:
 - i. Is there a waterbody adjacent to or contained on the lands? ☐ Yes ☐ No
 - ii. Is there an existing drainage ditch (natural or manmade) on the lands? ☐ Yes ☐ No
 - iii. Is there a slope on the lands greater than 30%? ☐ Yes ☐ No
- c. Please describe the type of vegetation currently on the lands? (e.g. cleared pasture, treed, brush):

d. Please describe the total area to be graded in Sq. Feet Sq. Metres Acres Hectares

e. If fill or overburden must be transported to/or from the lands, please provide transportation details (e.g. number of trucks, haul route, haul times):

f. Please outline the site restoration plans (e.g. landscaping, seeding) :

g. Please identify actions that will be taken to mitigate negative impacts of the site grading (e.g. dust, noise, weeds, unsightly conditions):

8. Business, Commercial or Industrial Use Please check one only

- ☐ Agricultural Lands (Campgrounds, Guest Ranches, etc.) ☐ Home Occupation ☐ Commercial ☐ Industrial ☐ Recreational ☐ NREP

a. Business operating name:

b. Brief business description:

c. Standard days of operation: _____ On call days? _____

d. Standard hours of operation: _____ On call hours?

e. Number of Employees: Full Time: Part Time:

f. What work will be done on the premises?

g. If all work is not done on the premises, where else will it take place?

h. How many vehicles and types are involved in the business?

i. Where are they parked?

8. j. Excluding vehicles, what equipment, trailers or materials are required for the business?

k. Will hazardous materials be used or stored on site? ☐ Yes ☐ No

If yes, please describe types and amounts (examples include fuel tanks, bulk oil, chemicals, explosives, etc).
Include the types of containers or tanks used and show location on site plan:

l. Are you constructing a building or an addition to accommodate the business? ☐ Yes ☐ No ☐ Existing

If yes, please ensure that you complete section 5 of this application (proposed development details).

m. Will there be an exterior sign to indicate the business? ☐ Yes ☐ No

If yes, please ensure that you complete section 11 of this application (signs).

9. Home Occupations

a. Are there any employees of the business who are not members of the family or bona fide occupants of the dwelling? ☐ Yes Full time: _____ Part time: _____ ☐ No

If yes, where do they work? _____

If they are working from the residence, where do they park their vehicles? _____

b. Will there be any clients coming to the home? ☐ Yes ☐ No

If yes, how many and what time(s) of the day will they be coming to the home? _____

Where will they park? _____

c. Please list how many vehicles described above fall within each vehicle weight class

1 ton _____ 2 ton _____ Over 2 ton _____

d. Are there any other home occupations operating from this location? ☐ Yes ☐ No

e. Will there be any exterior indication of this home occupation (noise, exterior activity, smoke, odours, traffic, etc)? ☐ Yes ☐ No

If yes, please provide details. **Note:** Failure to disclose anticipated impacts shall be ground for immediate revocation of the permit. _____

10. Natural Resource Extraction & Processing (NREP) – Sand and/or Gravel Pit

a. Type of Pit ☐ Wet Pit ☐ Dry Pit

b. Product to be extracted, please check all that apply:

☐ Sand ☐ Gravel ☐ Other, please specify: _____

c. Processing operations to be conducted on site, please check all that apply: ☐ No Processing on Site

☐ Stripping ☐ Crushing ☐ Washing ☐ Stockpiling

☐ Other, please specify: _____

d. Please identify which product you will be processing:

☐ Sand ☐ Gravel ☐ Other, please

☐ specify: _____

e. Please provide the proposed hours of operation for both extraction and processing individually:

10. f. Do you have a Provincial authorization for your project? Check all that apply; provide digital and hardcopies.
☐ Surface Materials Exploration (SME) ☐ Surface Materials Lease (SML) ☐ Public Pit Licence (PPL)
☐ Surface Materials Licence (SMC) ☐ Other, please specify: _____
Application Date: _____ Disposition #: _____
Application Status: ☐ Pending ☐ Approved ☐ Refused
- g. Do you have a Conservation and Reclamation Business Plan (CRBP)? ☐ Yes ☐ No
If yes, please provide both digital and hardcopies.
- h. Do you require a *Water Act* Approval? ☐ Yes ☐ No If Yes, please provide both digital and hardcopy.
- i. Haul route information **is required. Please provide a map(s) showing the proposed haul route(s).**
Do you have a current Road Use Agreement with Brazeau County? ☐ Yes ☐ No
Do you have a preferred haul route? ☐ Yes ☐ No
Please identify which County roads are included in your preferred haul route:

- i. Do you have an alternate haul route? ☐ Yes ☐ No
Please identify which County Roads are included in your alternate haul route:

11. Sign Installation

- a. Please ensure that you complete the site plan in section 15, of this application. For freestanding signs, please ensure that you include the distance from aerial power lines (see application checklist).
- b. What type of sign? ☐ Freestanding ☐ Attached to Building ☐ Digital
- c. Dimensions of sign: _____
- d. Height of sign: _____
- e. Will the sign be illuminated? ☐ Yes ☐ No If yes, what is the method of illumination: _____
- f. Are there any other signs on site? ☐ Yes ☐ No
If yes, how many and what type (freestanding, attached)
- g. Is the sign for a business? ☐ Yes ☐ No
If yes, does the business have a permit? ☐ Yes ☐ No ☐ Applying for One
- h. Please provide a drawing of your sign and include the following features:
☐ The overall sign design with dimensions and total area
☐ Height (above grade) to the top and bottom of the sign at the face of the building or sign
☐ Text and graphics
☐ Colours and materials of sign structure
☐ Details of illumination if not lit internally
- i. If near a highway, do you have approval from Alberta Transportation?

12. Right of Entry Authorization

- a. I/We, _____ give my/our consent for Right of Entry to my/our lands which
print name
are subject of this application for the purpose of a site inspection.

Date

Signature

Date

Signature

- b. Do you require notice of the date and time of the site inspection indicated above? ☐ Yes ☐ No
If 'Yes' how and when would you like to be notified of the inspection?

13. Landowner(s) Signatures (NOTE: all owners registered on title must sign)

- I/We, _____ hereby certify that I/we am/are the registered owner(s)
print name
of the lands and that the information given on this form and site plan is full and complete and is, to the best of my/our knowledge, a true statement of the facts relating to this application for development.

Date

Signature

Date

Signature

14. Applicant(s) Signatures (if other than the registered landowner)

- I/We, _____ hereby certify that I/we am/are the agent authorized
print name
to act on behalf of the registered owner(s) and that the information given on this form and site plan is full and complete and is, to the best of my/our knowledge, a true statement of the facts relating to this application for development.

Date

Signature

Date

Signature

****The information on this form is being collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be used solely for the purpose of this application. If you have questions about this collection or require further information please contact Brazeau County, Box 77, Drayton Valley, Alberta, T7A 1R1, telephone 780.542.7777 or email planning@brazeau.ab.ca ****

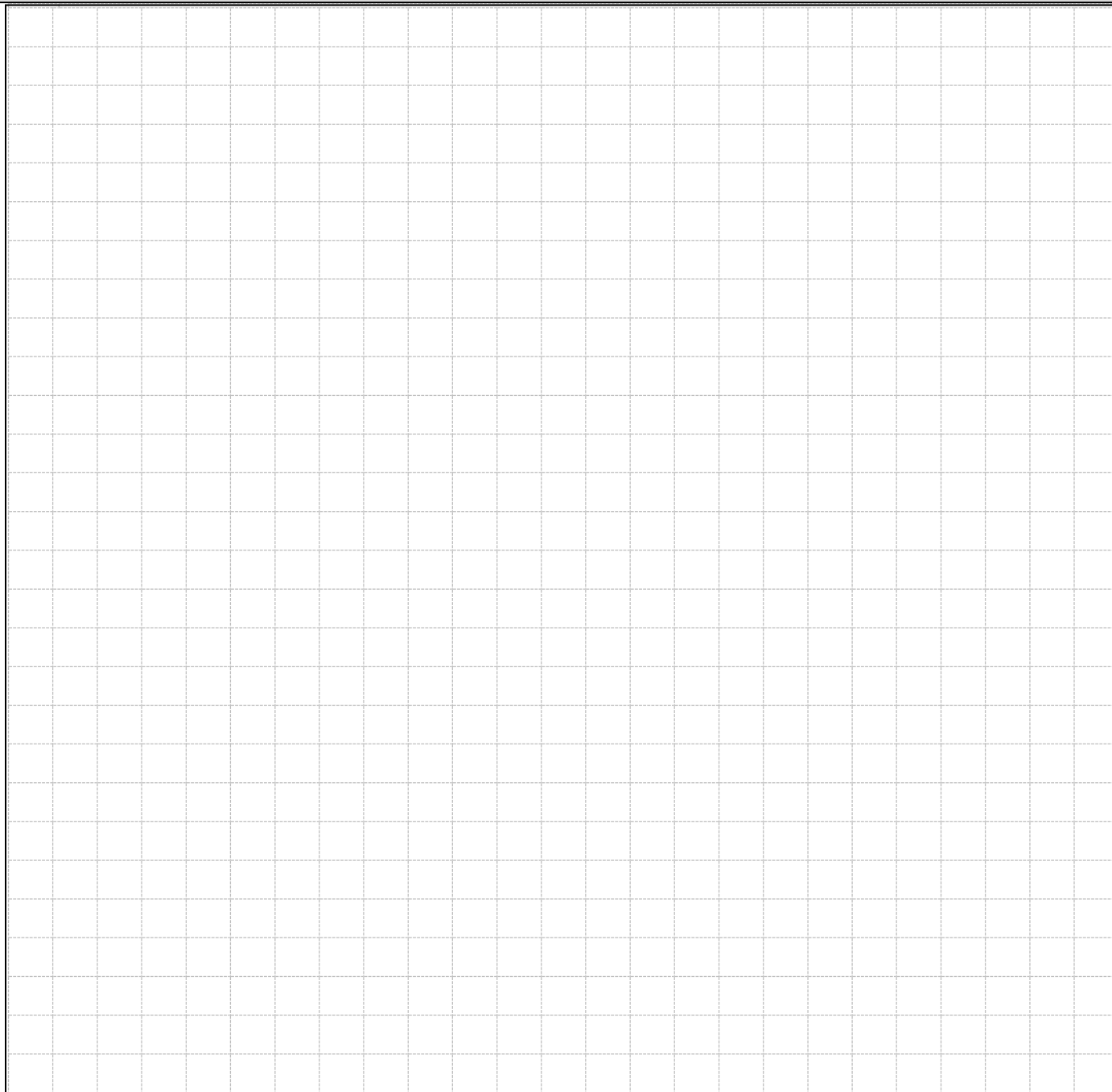
15. **Site Plan.** The Site Plan may be provided on this page or attached as a separate page. Please review the Development Permit Checklist and the sample site plan to ensure that all required information is shown. **Brazeau County Public Map is a useful mapping tool to assist with your site plan. Visit www.brazeau.ab.ca and choose "Planning & Development map" in the Featured > Interactive maps section.**

SCHEDULE A

This section is for office use only:

Date Approved:

Approved By:

A large rectangular area filled with a light gray grid, intended for drawing the site plan.

Lot___ Block___ Plan_____ Quarter:___ Section:___ Township:___ Range:___-W5M
Scale: _____ OR ☐ Not to Scale