

DEVELOPMENT PERMIT APPLICATION

I/We hereby make application for a development permit under the provisions of the Town of Drumheller Land Use Bylaw 16.20 in accordance with the plans and supporting information submitted herewith which form part of this application. Personal Information is being collected for the purpose of "Development Control, Land Use Planning and Safety Codes Permits" pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 32(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403) 823-1339.

Applicant Information

Name		Email	
Work Phone		Cell Phone	
Mailing Address			

Property Owner Information

Name		Email	
Work Phone		Cell Phone	
Mailing Address			

Contractor (if applicable)			
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Location of Proposed Development

Area/Subdivision							
Civic Address						Zoning	
Legal Description							
	Lot(s)	Block	Plan		Section	Township	Range

Existing Use of Property			
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Development Details			
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Setbacks of Development (Distance from Property Lines) – Required for all construction-related projects

Front		Rear		Right		Left	
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Cost of Development		Estimated Commencement Date	
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Supporting Documentation

<input type="checkbox"/>	Site Plan (with Dimensions and Property Lines)	<input type="checkbox"/>	Exterior Finishing with Profile	<input type="checkbox"/>	Elevations
<input type="checkbox"/>	Construction Plan/Drawings	<input type="checkbox"/>	Letter of Intent	<input type="checkbox"/>	Floor Plan

<input type="checkbox"/>	Other:				
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Applicant Signature		Date	
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Property Owners Signature		Date	
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(Office Use Only)

Permit Fee		Permit No.	
Receipt #			
Received By		Roll #	

IMPORTANT NOTES

1. A development permit issued pursuant to the Bylaw 16.20 comes into effect:
 - a. Only after the time for an appeal to the Subdivision and Development Appeal Board has expired, pursuant to the Act; or,
 - b. If an appeal has been filed, once a decision has been made by the Subdivision and Development Appeal Board in favour of the issuance of the development permit subject to any variance or other change to conditions of approval directed by the Subdivision and Development Appeal Board.
2. A development permit issued pursuant to Bylaw 16.20 is not a building permit and, notwithstanding that plans and specifications for buildings may have been submitted as part of an application for a development permit, work or construction shall neither commence nor proceed until a building permit has been issued, pursuant to applicable bylaws and regulations.
3. A development permit is valid for twelve (12) months from its date of issuance, unless development has been substantially started in a manner satisfactory to the Development Authority. 5.17.3
4. The Development Authority may grant an extension of the time the development permit Town of Drumheller Land Use Bylaw 16.20 Consolidated to include amendments June 03, 2024 Page 109 of 136 remains in effect for up to an addition.
5. An application for a development permit shall be made to the Development Authority using the prescribed form, properly completed, signed by all owners and agents, and accompanied by:
 - a. The required fees as established by Council;
 - b. Written authorization from the registered owner of the subject lands;
 - c. A current copy of the Certificate of Title for the subject lands; and,
 - d. One (1) hard copy and one (1) digital copy of the site, floor, elevation, and landscaping plans, drawn to scale, in metric dimensions which show the following:
 - i. Legal description of the site with north arrow;
 - ii. Area and dimensions of the land to be developed including parcel coverage, thoroughfares, and setbacks;
 - iii. Exterior finishing materials, architectural design features, and all locations and dimensions of frontage elements including transparency, entrances, and landscaping;
 - iv. The height, dimensions, and relationship to parcel boundaries of all existing and proposed buildings and structures including retaining walls, trees, landscaping, and other physical features;
 - v. The removal of trees if applicable;
 - vi. Existing and proposed access to and from the site;
 - vii. Site drainage, finished grades, and the grades of the roads, streets, and utilities servicing the site;
 - viii. Locations and distances of on-site existing or proposed water, wastewater, and storm water connections, septic tanks, disposal fields, water wells, culverts, and crossings;
 - ix. Location and dimensions of all registered easements and rights-of-way;
 - x. Information on the method to be used for the supply of potable water and disposal of waste along with supporting documentation; and,
 - xi. Estimated construction value of the proposed work

APPEAL PROCEDURE

6. An applicant or any person affected by the development permit or the decision on the development permit, may appeal to the **Subdivision and Development Appeal Board** within twenty-one (21) days after the notice of decision is given pursuant to Section 5.16 of the Bylaw 16.20 (as per section 1 above).