



APPLICATION FOR DEVELOPMENT PERMIT

Residential Dwellings and Other Accessory Buildings

-- General Information --

COMPLETE THE ATTACHED APPLICATION FORM - please print. The application must be signed by the registered owner(s) of the land if different from the applicant.

INCLUDE A SITE PLAN drawn to scale showing

- the legal description of the property;
- the parcel dimensions;
- the location and use of all existing and proposed buildings with distances from property boundaries;
- the location of any water bodies and other drainage courses, existing or proposed storm water drainage works, flood areas, shelter belts and other physical features of the land to be developed
- the existing and/or proposed access to the property

COPY OF THE PRIVATE SEWAGE DISPOSAL SYSTEM PERMIT issued by an accredited safety codes agency is required if the application is to build or locate a residence on the property. A list of such agencies is provided on the attachment titled *Compliance with Safety Codes Act*. If an addition is planned to a residence, the County may require written confirmation from a safety codes agency that the existing sewage system is adequate for the proposed development.

PHOTOGRAPHS will be required with any application for a pre-owned manufactured (mobile) home or other moved-in building. These photographs are needed to consider the quality of the exterior appearance of the home or building.

A NON-REFUNDABLE PROCESSING FEE must also be paid. The current fee is \$100.00 for an application that can be dealt with by the Development Officer and \$200.00 for an application which must be referred to the County's Municipal Planning Commission. Please check with the County what the appropriate fee is before submitting an application.

MORE INFORMATION may be requested by the County to properly evaluate the application.

RETURN THE APPLICATION TO

Manager of Planning Services
Lacombe County
RR 3
Lacombe AB T4L 2N3

PLEASE NOTE

No development is to be started until the County has issued a development permit.

Where the proposed development is a permitted use and complies with the provisions of the County's Land Use By-law, a development permit will be issued as soon as a decision is made to approve the application. Neighbours do not have any right of appeal. However, if the development requires a relaxation of any of the provisions of the Land Use By-law or is a discretionary use, any approval is subject to appeal. The appeal period lasts for 19 days after the date the notice of decision is issued. If no appeal is received, a permit will normally be issued without delay unless the conditions of the development approval direct otherwise. Should an appeal be made, the matter will be referred to the County's Subdivision and Development Appeal Board, which must hold a hearing within 30 days of receiving the appeal. A permit will be issued if the Board upholds the approval.

A development permit issued by the County is valid for a period of 12 months from the date of its issue. If, at the end of this time period, the development has not been commenced, the permit will be declared null and void, unless the Development Officer agrees to extend the time limit. Any request for an extension must be made in writing prior to the expiry of the 12-month period.

Once the development is started, it is not to be abandoned or left for an extended period of time in what the County considers to be an unsightly or unsafe condition.

No changes or additions are to be made to the development without the prior approval of the County.



APPLICATION FOR DEVELOPMENT PERMIT Residential Dwellings and Other Accessory Buildings -- General Information --

The permit does not excuse the applicant from complying with any other government regulations or requirements which may affect the development. For example

- permits will be required under the Alberta Safety Codes Act before development can proceed. For more information, contact one of the accredited safety code agencies listed on the attachment titled *Compliance with Safety Codes Act*
- a permit will be required from Alberta Infrastructure and Transportation for any development that is proposed within 1,000 feet of a highway or within one-half mile of an intersection of a highway with another public road.

Before applying for a development permit, it is advisable to check with all oil/gas companies having an interest against the property for pipeline locations and restrictions affecting development near their facilities.

Utility companies also need to be contacted prior to carrying out the development to ensure that buried utility lines are not impacted by the development.

If an application is refused or the applicant is not satisfied with the conditions of approval, then an appeal can be made to the decision to the Subdivision and Development Appeal Board. Written notice of appeal must be submitted to the County within 19 days after the notice of decision is given.

For further information about the development permitting process, call the Planning and Development Department at 403) 782-6601

Lacombe County
Planning & Development Department
December 2005



APPLICATION FOR DEVELOPMENT PERMIT Residential Dwellings and Other Accessory Buildings

Applicant(s) _____ Registered Owner(s) of Land _____
 Mailing Address _____ Mailing Address _____
 Postal Code _____ Postal Code _____
 Phone _____ Phone _____

Legal Description of Property to be Developed

____ ¼ Sec. ____ Twp. ____ Rge. ____ West of ____ Meridian
 Lot(s) ____ Block ____ Plan ____ Parcel Size _____

Existing Use of Land _____
 Proposed Development _____

Details of Proposed Construction (if applicable)

Type of Footings and/or Foundation _____
 Type of Structure _____ Area _____
 Exterior Finish _____ Height _____

If Applying to Move a Building onto the Property
 Manufactured (Mobile) Home

Type of Footings and/or Foundation _____
 Make _____ Year _____ Serial No. _____
 Length _____ Width _____ Area _____ Area of Addition(s) _____

Other Moved-in Building

Type of Footings and/or Foundation _____
 Type of Structure _____ Area _____
 Exterior Finish _____ Height _____

An application for a pre-owned manufactured (mobile) home or other moved-in building must be accompanied by photographs of all exterior sides of the home or building

Changes to Site Grades

Please indicate if any changes are proposed to the lot grades. Where changes are proposed, the County will require drawings showing the grade alterations:

Other Comments about the Proposed Development

Status of Development

Please indicate if any site work has been started on the proposed development. If so, specify the nature of the work:

You are advised that no further work on the development is to occur until a permit has been issued by the County

For development that would result in residential occupancy, overnight accommodation or public facilities, please indicate if the development would be within one-half mile of

- | | | |
|---|------------------------------|-----------------------------|
| a sour gas facility | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| a confined feeding operation | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| a landfill for the disposal of waste, waste processing site or waste transfer station | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| a wastewater treatment facility | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Supporting documents attached to application: (please specify)

Declaration

I/We declare that the information given on this form and accompanying plan(s) and other documents are to the best of my/our knowledge a true statement of the facts concerning the proposed development

I/We also give my/our consent to allow a person appointed by the County the right to enter upon the said property with respect to this application only

Date _____ Signature of Applicant(s) _____

Date _____ Signature of Registered Landowner _____

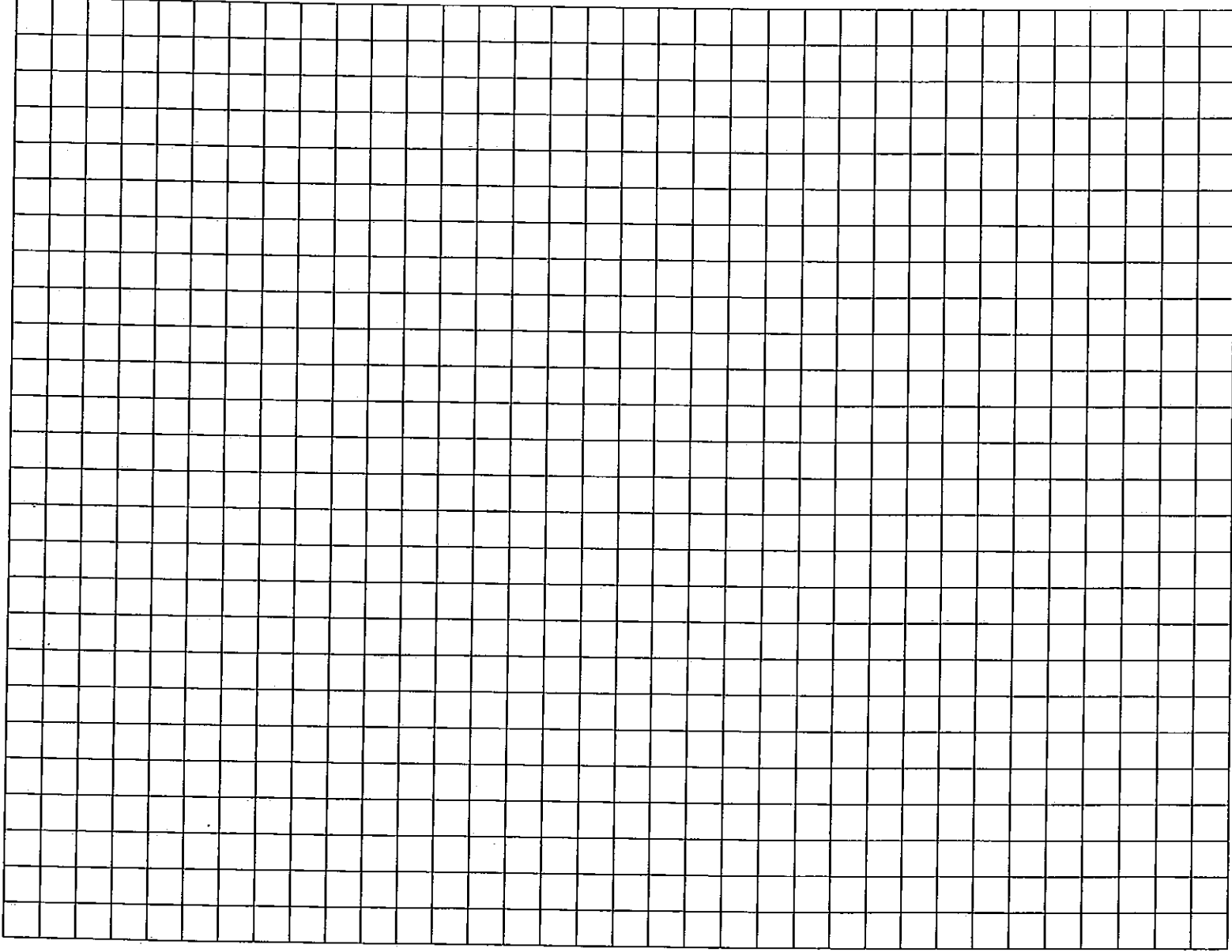
Date _____ Signature of Registered Landowner _____

THIS SECTION FOR OFFICE USE ONLY

Land Use District: _____ Permitted Use Discretionary Use

Fee: \$ _____ Date Paid: _____ Receipt No.: _____

Date Complete Application Received: _____

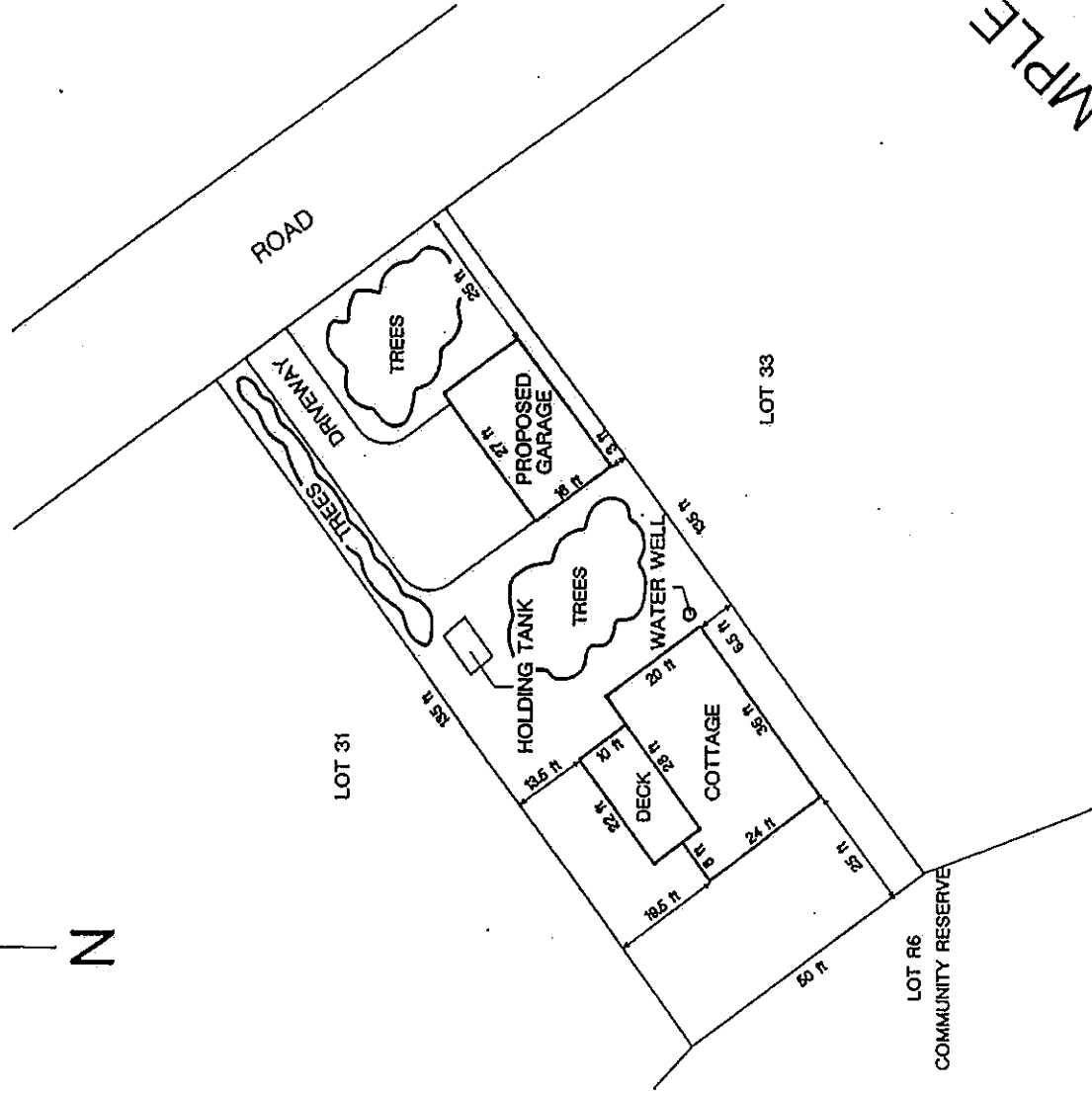
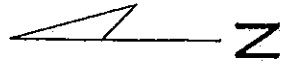


SITE PLAN

Signature of Applicant



LEGAL DESCRIPTION
LOT 32, BLOCK 5, PLAN 1314 P



EXAMPLE

SITE PLAN

Signature of Applicant



Lacombe County
COMPLIANCE WITH SAFETY CODES ACT
AND ASSOCIATED REGULATIONS

It is important to remember that, in addition to a development permit, you will also require:

- > Building permit
- > Plumbing permit (for water and sewer connections, interior plumbing)
- > Gas permit
- > Electrical permit

This table lists agencies that are authorized by Alberta Municipal Affairs to issue permits and provide compliance monitoring in Lacombe County. For more information, contact the Safety Services Branch of the Department at 1-866-421-6929 or at their website: www.municipalaffairs.gov.ab.ca/ss/index.cfm

Agency Name	Phone	Fax	Building	Plumbing or Private Sewage	Gas	Electrical
ABC Inspection & Consulting Services	1-888-520-0222	(780) 689-3050	Yes	Yes	Yes	Yes
Alberta Permit Pro	(780) 455-6363 1-800-461-8706	(780)447-2373 1-800-292-6754	Yes	Yes	Yes	Yes
Davis Inspection Services Ltd.	(403) 275-3338 1-800-639-0912	(403) 275-9790	Yes	Yes	Yes	Yes
Dransfield Inspection Services Ltd.	(403) 342-2244	(403) 342 2244	Yes	No	No	No
IJD Inspections Ltd.	(403) 346-6533 1-877-617-8776	(403) 347-2533	Yes	Yes	Yes	Yes
Superior Safety Codes Inc.	(780) 489- 4777 1-866-999-4777	(780) 489-4711 1-866-900-4711	Yes	Yes	Yes	Yes
The Inspections Group Inc.	(780) 454-5048 1-866-554-5048	(780) 454-5222 1-866-454-5222	Yes	Yes	Yes	Yes

December, 2008

NOTICE

Permits for Building, Electrical, Plumbing, Gas and Private Sewage Disposal Systems

Permits and related information are available:

- from your municipality, in an accredited municipality, or
- from an Authorized Accredited Agency (contracted to provide service on behalf of Municipal Affairs) in a non-accredited municipality

To find out who can issue a permit(s) for your project, contact your **local municipal office**, any **Municipal Affairs Safety Services office**, or if you have a fax machine, call the **fax-on-demand information system at (780) 422-8700**.

If you take out your permit through an Authorized Accredited Agency you can expect to receive the following services:

- **Registration** of your project with Municipal Affairs
- **Review of your building construction documents** followed by a written report of the review (optional in electrical, plumbing, gas and PSDS)
- **One or more on-site inspection(s)** by certified Safety Codes Officer(s) (the # of inspections depends on the discipline, type and size of project)
- **Inspection reports** of all on-site inspections provided to the permit applicant, contractor, or if requested, by the Owner
- **Follow-up** where deficiencies or unsafe conditions are noted
- **Expertise of a Safety Codes Officer** who will interpret safety legislation and provide code advise
- **A Permit Services Report** at the end of the project, to inform the Owner of the compliance status of the work

Permit fees are established by the Agency in a competitive market with maximum fee levels set by Municipal Affairs.

Alberta Municipal Affairs