



Home of the Bruderheim Metecrite

Box 280, Bruderheim, AB T0B 0S0

Ph: 780-796-3731 Fax: 780-796-3037

Development Permit Application

Applicant Section (to be completed by permit applicant):

(Please Print Clearly)

Development Permit Number: _____

Owner Name: _____ Address: _____

Phone: _____ City: _____ Prov: _____ Postal Code: _____

Contractor: _____ Address: _____

Phone: _____ City: _____ Prov: _____ Postal Code: _____

Applicant Name: _____ Address: _____

Phone: _____ City: _____ Prov: _____ Postal Code: _____

Architect and/or Engineer (if applicable): _____

Architect and/or Engineer address: _____

Architect and/or Engineer Phone: _____

Project Location:

Tax Roll #: _____

Municipality: _____ Street Address: _____

Lot/Block/Pan: Lot _____ Block _____ Plan _____

Legal Subdivision: Part of ____Section ____Township ____ Range ____ West of ____ Subdivision Name _____

Project Information:

Estimated Completion Date: _____

Type of Work: ☐ Home Occupation ☐ Property Improvements ☐ Signage ☐ Temporary Changes☐ Accessory Building ☐ Commercial Industrial Business ☐ Other

Parcel Size: _____

Description of work: *(Please use
more paper if needed)*

Number of Units: _____

Zoning of Land: _____

Value of Work: _____

Note: This application, if approved does not constitute a Building Permit**Effective Period:** A development permit shall lapse after one (1) year from the date of issuance unless the development authorized has been commenced and significant development continues on the site.**For Office Use Only****Permit Validation Section** (to be completed by the Development Officer):

Documents Received Date: _____ Building Classification: _____

Special Conditions:

Issuing Officer Name (print or type)_____
Issuing Officer's Signature

Date of Issue: _____

Permit Fee: _____ Payment Method: ☐ Cash ☐ Interac ☐ Cheque No: __ ☐ Credit Card
(+2.5% fee)



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Development Permit Application Requirements

The Following information is necessary to enable a thorough evaluation and timely decision on your application.

APPLICANTS ARE REQUIRED TO FILL IN THE COLUMN, APPLICANT

Office	Applicant	Required Items
		1. Current copy of Certificate of Title (within 3 months)
		2. Owner Authorization (if the applicant is not the owner of the property)
		3. Application Fees
		4. Site Plan, showing: a) North arrow b) Property Address c) Legal description (Lot, Block, Plan) d) Property Lines e) Utility right-of-way and easements f) Foundation outline of the accessory building and the outline of eaves g) Front, side and rear setbacks dimensioned from accessory building to property lines h) Outline of dwelling and other buildings on property (including dimensions to property lines) i) Parking areas including width and length of all stalls, driveways etc. j) Location and length of driveway between the building and the lane; or the building and the roadway; including the distance to back of sidewalk (where applicable) k) Garage slab grade, property line grade and driveway slope l) Adjacent Streets and lanes m) Location of utility poles and guy wires, transformer boxes, hydrants, light standards on or adjacent to the site
		5. Elevation Drawings/Building Plans a) Dimensions of proposed building b) Location of doors and windows c) Height from grade to the top of the roof d) Exterior finishing materials and roofing materials

Property Questions

Legal Description: Lot(s): _____ Block: _____ Plan: _____

Municipal Address: _____

Land Use Zoning: _____

Existing use of lands and buildings: _____

Proposed use of lands and buildings: _____

Elevations, Floor Plans, Parking:

Site Area (m ²)	Total Floor Area (m ²)	Ground Floor Area (m ²)	Upper Floor Area (m ²)
Building Height (m)	# of Parking Spaces	# of Loading Spaces	

Building Setbacks:

Front (m)	Side (m)	Side (m)	Rear (m)
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Other information: *Please provide any other pertinent information below or on separate sheet (s):* _____

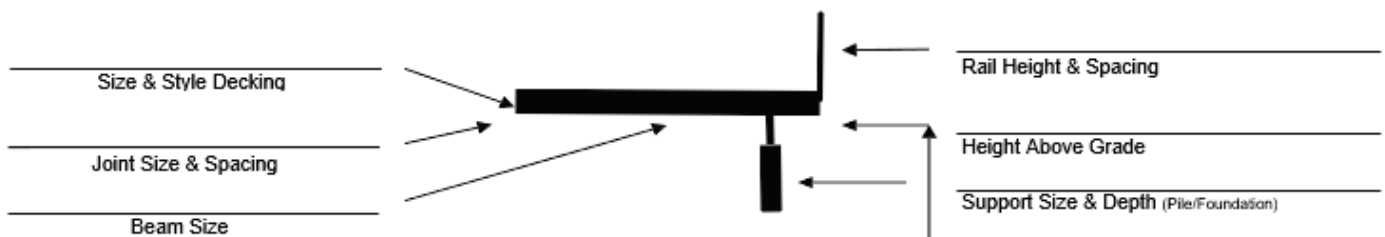
Deck Permit Requirements

Height Above Grade: _____ (Measured from Average grade to deck floor)

Setbacks: Front _____ Side _____ Side _____ Rear _____

Hand drawn site plan to be provided by applicant showing entire parcel, buildings, yard dimensions and setbacks to property line.

Uncovered decks more than 24" above grade require minimum 8" diameter piles to footing level of house.



Signage Requirements

Type of Signage (check all appropriate categories and indicate quantities):

- | | | |
|---|--|---|
| ☐ Awning/Canopy Signs # _____ | ☐ Off-Site Sign # _____ | ☐ Fascia/Wall Sign # _____ |
| ☐ Free-Standing # _____ | ☐ Portable Sign # _____ | ☐ Inflatable # _____ |
| ☐ Projected/Roof Signs # _____ | ☐ A-Frame Sign (Sandwich Board) # _____ | |

Name of Business(es) to be identified on Proposed Sign(s):

What is the District/Zoning of the property?

- | | | | | | | |
|------------------------------|-----------------------------|-----------------------------|------------------------------|-----------------------------|-----------------------------|-----------------------------|
| ☐ R1 | ☐ R2 | ☐ R3 | ☐ MHS | ☐ HP | ☐ C1 | ☐ C2 |
| ☐ BST | ☐ M1 | ☐ P | ☐ IPS | ☐ U | ☐ UR | ☐ DR |

Proposed Commencement date: _____

Estimated Cost of Development: _____

Proposed Completion date: _____

Home Occupation Requirements

What will the hours of operation be? _____

What days of the week will you operate? _____

How many off-street parking stalls do you have on your property? _____

Will you be hiring employees: ☐ Yes ☐ No

If yes, indicate how many employees other than yourself: _____

Do these employees live at your home: ☐ Yes ☐ No

Will there be signage? ☐ Yes ☐ No

If yes, please provide details _____

HOME OCCUPATION APPLICATIONS ONLY

Describe the Nature of your business: _____

Is there another home occupation operating from this location? _____

Will clients be coming to your home? ☐ Yes ☐ No

If yes, indicated how many clients _____ per day **and** _____ per week

How many company vehicles are utilized for the business? _____

Will deliveries be coming to your home? ☐ Yes ☐ No

If yes, indicate how many deliveries per week: _____

What is the total area of your home? _____

How much floor area of the home will the business occupy? _____

Will you be using other buildings on your property for your business? ☐ Yes ☐ No

If yes, indicate which buildings: _____

If applicable, how will garbage and recycling be stored/managed? _____

FOR DAY CARE APPLICATIONS ONLY

How many children will be attending the Day Care?: _____

Is there an on-site outside play area? ☐ Yes ☐ No

If yes, is the area fenced? ☐ Yes ☐ No

Are there any other accessory uses (such as home occupation) operating from this property? ☐ Yes ☐ No

If yes, please provide details: _____

The Development Authority may require additional material to properly evaluate the application.

In addition to a Development Permit Application, a Building Permit from the Inspections Group is required.

I hereby make an application under the provisions of the Town of Bruderheim's Land Use Bylaw for a development Permit in accordance with the plans and supporting information submitted herein and which form part of this application.

Applicant(s) Declaration:

I/We (please print) _____

hereby certify that I am/we are the registered owner(s) or authorized to act on behalf of the registered owner(s) and that the information on this form and on the attached plans and supporting materials is full and complete and is to the best of my/our knowledge, a true statement of the facts relating to this application.

Date signed: _____ Signature: _____

Date signed: _____ Signature: _____

Right of Entry

I/We (please print) _____

being the registered owner(s) or person(s) in possession of the herein land and building(s) thereon, hereby consent to an authorized person designated by the Town of Bruderheim entering upon the said property for the purpose of inspection during the processing of this application.

Date signed: _____ Signature: _____

Date signed: _____ Signature: _____

Compliance with the requirements of *Land Use Bylaw 33-2015* does not afford relief from compliance with the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, or any other federal, provincial, or municipal legislation, or the conditions of any easement, covenant, building scheme, or agreement affecting the lands or buildings.

NOTE: This personal information is being collected under the authority of the *Municipal Government Act* and will be used in the processing of this application. It is protected by the privacy provisions of the *Protection of Privacy Act (POPA)* and *Access to Information Act (ATIA)*. If you have any questions about the collecting of this information, please contact the Development Officer at (780) 796-3731

OFFICE USE ONLY

Roll Number: _____

Land Use District: _____

☐ Permitted ☐ Discretionary ☐ Variance

Fees:

Development Permit: _____

Date Received: _____

Variance/Discretionary: _____

Received by: _____

Total Fees: _____

Receipt No.: _____