



# Village of Delburne, Alberta

2111 – 20<sup>th</sup> Street, Box 341 T0M 0V0

Phone: 403-749-3606 email: [village@delburne.ca](mailto:village@delburne.ca)

## DEVELOPMENT PERMIT Application

**Permit Number:** \_\_\_\_\_

### Form A

*Application for a Development Permit under the provisions of the Land Use Bylaw is made in accordance with supporting information submitted herewith and which form part of this application.*

**Applicant:** (print) \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Postal Code:** \_\_\_\_\_

**Registered Landowner(s):** \_\_\_\_\_

**Phone:** \_\_\_\_\_

(if different from Applicant, landowner signature(s) required at bottom on reverse side of this page)

**Mailing Address:** \_\_\_\_\_

**Postal Code:** \_\_\_\_\_

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**Proposed Development:**

\_\_\_\_\_

**Municipal Address:** \_\_\_\_\_

**Zoning:** \_\_\_\_\_

**Legal Description: Plan:** \_\_\_\_\_ **Block:** \_\_\_\_\_

**Lot(s):** \_\_\_\_\_

**Existing Use of Land or Building:**

\_\_\_\_\_

**Estimated Cost of the Project or Contract Price:** \_\_\_\_\_

**Estimated Date of Commencement:** \_\_\_\_\_ and

**Completion:** \_\_\_\_\_

See reverse side of this page for important Application requirements and conditions.

Signature of Applicant: \_\_\_\_\_  
Date: \_\_\_\_\_

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**The following decision for this Development Permit Application is issued in accordance with Land Use Bylaw 997 (applicant must comply with the conditions laid out on the reverse, as well as any conditions listed below):**

Development Permit Fee:	_____
Building Permit Fee:	_____
Safety Codes Fees:	_____
Publicizing Fee:	_____
Plan Review Agent Fee:	_____
(R1 and C1 developments only)	
Other Fees:	
<b>TOTAL</b>	<b>\$</b> _____

\_\_\_\_ Approved      \_\_\_\_ Conditional Approval  
\_\_\_\_ Not Approved

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date of Decision:** \_\_\_\_\_

**Date of Issue:** \_\_\_\_\_

\_\_\_\_\_  
**Development Officer/Municipal Planning  
Commission**

**DEVELOPMENT  
Form A (cont'd)**

**PERMIT**

**Application**

1. (a) An application for a Development Permit shall be made to the Development Officer in writing on the form prescribed by Council and shall be accompanied by the following information:
    - (i) a scaled site plan in duplicate showing the treatment of landscaped areas required, the legal description, the front, rear, and side yards, provisions for off street loading and vehicle parking and access and egress points to the parcel;
    - (ii) scaled floor plans, elevations and sections in duplicate;
    - (iii) a copy of the Certificate of Title to the land, and if the applicant is not the owner, a statement of the applicant's interest in the land together with the written consent of the owner to the application; [Bylaw 822], and
    - (iv) such other plans and information as the Development Officer/Municipal Planning Commission may consider necessary to properly evaluate the proposed development application.
  - (b) Failure to complete the application form fully and to supply the Development Officer/Municipal Planning Commission with the required information, plans or any other requested material to properly evaluate the application, may mean that the application for a Development Permit cannot be accepted, may not be considered or may cause delays in the processing of the application.
2. Each application for a development permit shall be accompanied by a non-refundable processing fee, the amount of which shall be determined from time to time by resolution of Council.

3. Signature of the applicant/owner on this application form constitutes consent to allow all authorized persons the right to enter the above land and/or buildings with respect to this application.
4. It is the responsibility of the applicant/landowner to have an Electrician wire in a Water Meter Remote.
5. It is the responsibility of the applicant/landowner to adhere to any requirements of the Village's *Development and Architectural Controls*.
6. The issuance of a Development Permit shall not be deemed a waiver of any of the provisions of any Village Bylaws or requirements of the Alberta Building Code or Regulations made thereunder, notwithstanding anything included or omitted from the plans or other material filed in support of this application.
7. Any departure from plans, specifications or building location from that proposed in this application or in the decision issued is prohibited and such could result in the permit being revoked.
8. A Development Permit issued under Land Use Bylaw #997 shall not be valid until the lapse of twenty one (21) days after the notice of decision to grant a Permit has been publicized. Any development proceeded with by the applicant prior to expiry of the 21 day period is done solely at the risk of the applicant.
9. Should a decision be appealed within twenty one (21) days after the notice of decision has been publicized, the Permit shall not come effective until the appeal has been determined.
10. A Development Permit issued in accordance with the notice of decision is valid for a period of twelve (12) months from the date of issue. If at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this Development Permit shall be null and void.

**If applicant is not the registered landowner, the following shall be completed by the registered landowner(s):**

**I/we authorize** (print) \_\_\_\_\_

**\_\_\_\_\_ to act  
on my/our behalf pursuant to this Development Permit application and certify the truth of all  
statements and representations contained therein.**

**Registered Owner(s) of Land** \_\_\_\_\_

**Date:** \_\_\_\_\_

**signature(s)**