

For Office Use Only

FEES:

DEVELOPMENT PERMIT: _____ 1-61-00-520
OFF SITE LEVIES: _____ 1-61-00-555
DEVELOPMENT DEPOSIT: _____ 4-00-00-285
WATER METER: _____ 1-41-00-410
LANDSCAPING DEPOSIT: _____
OTHER FEES: _____
TOTAL: _____



TOWN OF INNISFAIL

4943 – 53 STREET
INNISFAIL, AB T4G 1A1
Phone: 403.227.3376
Fax: 403.227.4045
reception@innisfail.ca

Application #: _____

Land File #: _____

DEVELOPMENT PERMIT APPLICATION

I hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and/or supporting information submitted herewith and which form part of this application.

SITE ADDRESS

Address of Property to be Developed: _____
Legal Land Description: _____ Lot: _____ Block: _____ Plan _____
Existing Use: _____ Land Use District: _____

APPLICANT INFORMATION

Applicant(s): _____
Telephone: _____ Email: _____
Address: _____ Postal Code: _____
Registered Owner/s (if different than above): _____
Telephone: _____ Address: _____

PROPOSED DEVELOPMENT

1. Residential Commercial Industrial Institutional
 2. New Development Addition Renovation/Alteration Secondary Suite
- Description of Proposed Development: _____

3. Variance Request (please specify): _____
 4. Parcel Type: Interior Corner
 5. Parcel Area _____ ft² or m²
 6. Parcel Coverage: _____ % (includes area covered by principal building and all accessory buildings)
 8. Setbacks: Front Yard: _____ Side Yards: _____ / _____ Rear Yard: _____
 9. Floor Area: _____ ft² or m² Overall Height of Building from grade to peak: _____
 10. Parking: Number of Off Street Parking Stalls: _____ Size of Off Street Parking Stalls: _____
(Minimum dimensions 2.75 m x 5.5 m)



APPLICANT SIGNATURE AND DECLARATION

- I/We am/are aware that the development permit application will be reviewed by the Development Officer and may be delayed or refused if the application and/or information provided are incomplete.
- I understand that additional information may be required after the permit application has been submitted.
- I understand if the proposed development is located within an area where development constraints exist, additional information and/or reports may be required.
- I understand that any and all information pertaining to Dangerous Goods Occupancy for the proposed development must be provided.
- I understand that this permit application may be refused if the proposed development does not conform to the Land Use Bylaw and/or amendments thereto.
- I acknowledge that in the event a development permit is issued, any departure from plans, specifications or building locations proposed in the above application is prohibited and such could result in the permit being revoked.
- I further acknowledge that in the event the permit is revoked for any cause of irregularity on non-conformity with the Town of Innisfail Bylaws or requirements of the Alberta Building Code or regulations made thereafter, there shall be no right of claim whatsoever against the Town of Innisfail or any official thereof and any such claim is hereby expressly waived.

Date: _____ Signature: _____

IF APPLICANT IS NOT THE REGISTERED OWNER:

I, the undersigned _____ am the owner named above and I authorize _____ to act on my behalf for the purposes of making this application. The applicant agrees to all the statements made above.

or

I/We, the undersigned, _____ am/are the authorized agent(s) of the owner(s) named above and I certify the truth of all statements and representations contained herein.

Date: _____ Signature: _____

*****SIGNATURES OF ALL PROPERTY OWNERS REGISTERED ON TITLE ARE REQUIRED*****

FOR OFFICE USE ONLY

Date Application Deemed Complete:

The information is being collected under Section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be protected under the provisions of the Act. For more information please contact the FOIP Coordinator at 403.227.3376.



PERMIT REQUIREMENT CHECKLIST

Such other plans and information as the Development Officer or the Municipal Planning Commission may consider necessary to properly evaluate the proposed development may also be required in addition to the requirements specified below. All application requirements are in accordance with the Town of Innisfail Land Use Bylaw. **NOTE: Depending on the type of development, some requirements and information may not apply.**

Applications shall be accompanied by the following information:

- 1. **Site Plan (metric, to scale, no larger than 11" x 17"). The site plan shall include:**
 - North arrow
 - Scale of plan
 - Legal description of property
 - Municipal address
 - Lot lines with dimensions
 - Location of all existing and proposed buildings dimensioned to property lines,
 - Utilities, site drainage and existing and proposed site grades,
 - Locations and size of existing trees, and
 - For multi-family commercial, industrial, recreations, public and other similar uses
 - Loading and parking provisions
 - Access location to and from the site
 - Garbage and storage areas and the fencing or screening proposed for same
 - Location and approximate dimensions of all existing and proposed parks, playgrounds and other amenity areas
 - Treatment of landscaped areas (The location of all existing and proposed landscaping, including trees, shrubs and grasses; any existing landscaping to be removed and the number, size and species of all proposed trees and shrubs)
 - All sign locations and designs

- 2. **Information describing any noxious, toxic, radioactive, flammable or explosive materials proposed for use or storage on site;**

- 3. **Plans showing:**
 - Elevations (showing building height from grade and number of stories; and a description of the exterior finishing materials and colours)
 - Detailed Floor plan (showing proposed use and dimensions of each room)

- 4. **Certificate of Title dated within the last thirty (30) days.** (Available at www.spin.gov.ab.ca or an approved Registries Office)

- 5. **If the proposed development is to be serviced by private water and/or wastewater and application shall include engineering plans or a statement of intent respecting the provision of water and/or wastewater services, and a groundwater supply study, conducted by a qualified professional.**

- 6. **Each application for development permit shall be accompanied by a non-refundable processing fee, the amount of which shall be determined from time to time by Council.**

- 7. **Signed Building Grade Certificate (if applicable), or a Site Drainage Plan prepared by a qualified professional**

- 8. **Abandoned Wells Map**
 - As per Alberta Energy Regulator (AER) Directive 079 all developers and property owners applying for a subdivision or development permit are required to identify the location of abandoned wells. This information can be obtained from the AER's abandoned well map viewer (viewer) on the AER website, www.aer.ca.

To ensure the proposed development complies with the Town of Innisfail Design Guidelines and Construction Specifications please visit our website <https://innisfail.ca/forms> Planning & Development - Form – Construction Specifications and Design Guidelines.