



BIRCH HILLS COUNTY

Development Permit Application Information

Before You Start:

- Contact the Development Officer (694-3793) for a copy of the Land Use Bylaw.
- You are encouraged to refer to the Land Use Bylaw as a guide to the Regulations that the Development Officer must enforce. A copy is always available for your inspection at the County Office during business hours (8:15 AM - 4:30 PM Monday - Friday).
- This application form requires you to provide certain information in order that the County can make an informed decision. Failure to do so will result in process delays. If you require assistance with the application, contact the Development Officer for help.
- This form must be signed by the registered owner of the property subject to this application or an authorized person acting on the owners behalf.
- Please use metric measurement when providing written or mapped information.
- Please print or type information wherever possible.
- Submit your completed development application together with an application fee. The current fees are as follows:
 - **Development Permit Application** **\$100 for first \$50,000 in value**
\$20 for each addition \$50,000 value
to a maximum \$2000 application fee.
 - **Development Permit Appeal** **\$100 (reimbursed if appeal successful)**
 - **Application to Amend Land Use Bylaw** **\$100**

For more information please contact the Development Officer at:

Birch Hills County
Box 157
Wanham, AB T0H 3P0
Telephone: 694-3793
Fax: 694-3788
E-mail: lucys@birchhillscounty.com



BIRCH HILLS COUNTY

Development Permit Application Submission Requirements

This "Checklist" of Development Permit Application Submission Requirements shall be attached to all Development Permit Applications. All Boxes shall be checked and information indicated attached to the Development Permit Application.

- Minimum of one (1) copy of the site plan showing the following:
 - Legal Description of Site (including adjacent roadways)
 - North Directional Arrow.
 - Parcel Boundaries / Property Lines surrounding the Site.
 - Dimensions of the Site.
 - Existing and Proposed Buildings and Structures.
 - Existing and Proposed Vehicle Accesses.
 - Existing and Proposed Water and Sewage Locations.
 - Distance from Residence to Water Supply.
 - Distance from Residence to Sewage System (where the effluent is going)
 - Distance from Residence to Boundary Lines.
 - Distance from Sewage (where the effluent is going) to Water Supply.
 - Distance from Sewage (where the effluent is going) to Boundary Lines.
 - Locate Shelterbelts, Creeks, Rivers, Drainage Ditches, Railways, etc.

- If applying for an Intensive Livestock Operation – Please fill out the Development Permit Application Form for Intensive Livestock Operations.**

- Application Fees Payable to Birch Hills County



Applicants Name: _____
 Date Received: _____
 Receipt Number: _____
 File Number: _____

OFFICE USE ONLY

BIRCH HILLS COUNTY Development Permit Application

I/We hereby make application under the provisions of the Birch Hills County Land Use Bylaw No. 4-99 for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.

I/We understand that this application will not be accepted without the appropriate application fee, and a dimensioned site plan including all details relevant to the proposed development.

1. Applicant Information:

Name Of Applicant: _____

Address Of Applicant: _____

Telephone: _____ Cell: _____ Fax: _____

Name Of Registered Landowner (If Different From Above): _____

Landowner Address: _____

2. Legal Land Description: *(of Development Site)*

All/Part of _____ Sec _____ Twp _____ Rge _____ West of the _____ Meridian

All/Part of Lot _____ Block _____ Reg. Plan No. _____ COT No. _____

Describe the existing use of the property: _____

Land use designation in land use bylaw: _____

3. Development Information:

Describe the proposed use of the property: _____

Indicate the proposed setbacks from the property lines:

Front Yard _____ Rear Yard _____ Side Yard (1) _____ Side Yard (2) _____

The proposed development is adjacent to (check all that apply)

Primary Highway _____ Secondary Highway _____ Local Road _____ Other Road _____

Estimated date of commencement: _____ Completion: _____

Estimated cost of the project or contract price: _____

4. Declaration:

I/We hereby declare that the above information is, to the best of my/our knowledge, factual and correct. Further, I do/do not give consent for the Development Officer of Birch Hills County, or his designate to enter onto the land that is to be developed for the purpose of making a site inspection in order to evaluate the proposed development.

Signature of Applicant: _____

Date: _____

Signature of Registered Landowner: _____
(If Different From Above)

Date: _____