

DEVELOPMENT PERMIT APPLICATION

Box 420 4911 Denny Hay Drive (52 Street) Mayerthorpe, Alberta, T0E 1N0 Phone: 780-786-2416 Fax: 780-786-4590 admin@mayerthorpe.ca

The following information must be included as part of your development permit application in order for your application to be determined to be complete for processing:

DOCUMENT GUIDE

- ✓ **Development Permit Application form:** Must be completed in full.
- ✓ Application fee: Must be paid in full.
- ✓ **Title Search:** Provide a current copy of the certificate of title showing the legal description and ownership of the parcel. Ownership on the C. of T. must match the name provided as owner on the application.
- ✓ **Development Sketch:** Provide a scaled drawing showing the location of all existing and proposed buildings, adjoining property lines, streets, distance from the proposed building to the property line, direction of surface drainage on the lot once the development is complete, location of driveways and sidewalks.
- ✓ **Right of Entry Form:** Must be completed in full upon request
- ✓ **Agent Authorization:** Must be completed in full if applicable
- ✓ **Other:** If subdividing undeveloped land please check with the Town Development Officer to determine if other documents are required.
- ✓ New Construction: In the case of major buildings (residence, garage, commercial, etc.), a plan view drawing must be included as part of the application.
- ✓ Moved-in Buildings: Provide a photograph of the building and the route to be taken from its current location to the subject property.



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OFFICE USE ONLY:					
Development Permit App. No MDP Designation LUB Designation Applicable ASP Variance Required				Date Received 20 Day Review Date Complete Expiry Date: Fees Paid	
SUBJECT LAND:					
LOT	BLOCK	PLAN	STREET ADDRESS		
	Certi	ficate of Titl	e:		
APPLICANT:					
Applicant Name:				Phone:	
Address:					
(16.1155					
Landowner Name (if different):					
Addres	Address:				

EXISTING AND PROPOSED USE: Describe the existing use of the land: Describe the proposed use of the land: Personal information is collected pursuant to Sections 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) for the purpose of operating the Town's Land Use Bylaw. Please note certain information including, but not limited to, the nature of the application, as well as, the applicant's name, business address and business telephone number may be disclosed in accordance with Sections 39 and 40 of FOIPP. If you require additional information contact the Town's FOIPP Coordinator at 780-786-2416. Date: Signature of Registered Owner/Agent CORPORATE OWNERSHIP: Corporate Signing Authority

OTHER INFORMATION REQUIRED

Shaded areas are for Office-Use Only.

Residential:	
Height of existing residence above grade	
Height of proposed building above grade	
Secondary Suite:	
Is the suite in the residence or in a detached building?	
How will the suite be serviced with utilities?	
Home based business:	
How many off-site employees are to be on-site at one time?	
Will the business include outdoor storage or signage?	
Is on-street parking required for clients?	
How many clients per day are expected?	
Moved-In Building:	
Are any exterior renovations planned for the building after it is relocated? If so, attach a written description of what work will be done and how long it will take to complete.	
PARKING:	
How many on-site and off-site parking stalls are	On-Site:
required for your property?	Off-Site:
Site Description:	
Area of Site: Combined area of all buildings:	
Closest point of proposed building to:	
Fronting Street:	
Rear Yard:	
Side Yard:	
Side Yard(2):	

IF YOU ARE CONSTRUCTING OR MOVING IN A BUILDING A SCALED DRAWING OF YOUR DEVELOPMENT MUST BE INCLUDED.

RIGHT OF ENTRY AUTHORIZATION



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require	ments, the	•	vernment Act of Alberta and Town of Mayerthorpe Authorization must be completed, signed and mit Application.
I/We, _			
of Tow	n of Mayert	horpe to enter u	indicate) grant consent for an authorized person ipon the subject lands for the purpose of a site oposed development.
LOT	ВЬОСК	PLAN	STREET ADDRESS
Date: _			
Signat	ure of Regis	tered Owner/Age	ent
CORPO	RATE OWNE	RSHIP:	
Corpo	rate Signing	Authority	



Owner/Agent

ELECTRONIC COMMUNICATION AUTHORIZATION

Box 420 Phone: 780-786-2416 4911 Denny Hay Drive (52 Street) Fax: 780-786-4590 Mayerthorpe, Alberta, T0E 1N0 admin@mayerthorpe.ca

I/We,			
Being t	he register	red owner(s) or	Agent for the lands legally described as:
LOT	BLOCK	PLAN	STREET ADDRESS
for the	purpose of	f:	
Develo Subdiv	vision Appr opment Ap vision Appe opment Ap	proval Land	atutory Plan Amendment d Use Bylaw Amendment Plan Cancellation Stop Order Appeal
			t with Town of Mayerthorpe and its applicable ugh electronic means:
E-mai	il:		
Date: _			
Signat	ure of Reg	istered	

This agreement is pursuant to Section 608 of the Municipal Government Act, R.S.A. 2000, as amended.



AGENT AUTHORIZATION

Phone: 780-786-2416

admin@mayerthorpe.ca

Fax: 780-786-4590

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I/We,				
Being t	Being the registered owner(s) of the lands legally described as:			
LOT	BLOCK	PLAN	STREET ADDRESS	
author	ize		to make application	
for (ch	oose):			
Subdi Devel	opment App vision Appe opment App	al peal	d Use Bylaw Amendment Plan Cancellation Stop Order Appeal	
Owne	ture of Regi r/Agent DRATE OW	istered NERSHIP:		
Corpo	rate Signin	g Authority		