

Town of Bentley
Box 179
Bentley AB TOC OJO
Ph. (403) 748-4044
Fax (403) 748-3213

Permit #	_____
Fee	_____
Paid	_____
Tax Roll #	_____

DEVELOPMENT PERMIT APPLICATION

I/We hereby make application for development permit pursuant to Land Use Bylaw No. 33/98, as amended. The plans, supporting materials, and application fee attached herewith form a part of this application.

Applicant(s): (Please Print)

Name: _____ Business Phone: _____
Address: _____ Home Phone: _____
_____ Cell: _____
_____ Fax: _____
Postal Code _____ E-mail: _____

Legal: Lot(s) _____ Block _____ Plan _____
Description: _____
Municipal Address: _____
Land Use Designation: _____
Existing Use of Lands and Buildings: _____

Proposed Use of Lands and Buildings: _____
Site Area (m²) _____ Total Floor Area (m²) _____
Ground Floor Area (m²) _____ Upper Floor Area (m²) _____
Building Height (m) _____ # Parking Spaces _____
of Loading Spaces _____

Building Setbacks: Front (m) _____ Side (m) _____
Side (m) _____ Rear (m) _____

Other Information: Please provide any other pertinent information below or on separate sheet(s).

I/We 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 knowledge, a true statement of the facts relating to this application.

Date Signed _____ Signature(s) of Applicant(s): _____

RIGHT OF ENTRY

I/We, 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 Bentley entering upon the said property for the purpose of inspection during the processing of this application.

Date Signed _____ Signature(s) of Applicant(s): _____

Compliance with the Requirements of Land Use Bylaw 33/98, as Amended, Does Not Afford Relief from Compliance with the *Municipal Government Act*, Rsa 2000, Chap —26, or Any Other Federal, Provincial, or Municipal Legislation or the Conditions of Any Easement, Covenant, Building Scheme, or Agreement Affecting the Building(s) or Land.

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 *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collecting of this information, please contact the Town of Bentley, PO Box 179, Bentley AB TOC OJO (403) 748-4044.

NOTICE OF DECISION

- | | |
|--|---|
| <input type="checkbox"/> Approved without Conditions | <input type="checkbox"/> Development Officer |
| <input type="checkbox"/> Approved with Conditions
(See attached Conditions of Approval) | <input type="checkbox"/> Municipal Planning Commission |
| <input type="checkbox"/> Refused (see attached Reasons of Refusal) | <input type="checkbox"/> Subdivision & Development Appeal Board |

Decision Date _____ Issuance Date _____ Development Officer _____

REQUIREMENTS TO ACCOMPANY DEVELOPMENT PERMIT APPLICATION FORM

PLEASE NOTE: In accordance with Land Use Bylaw No. 38/99, as amended, your application will not be processed unless and until all the following information has been submitted:

1. Application Form: Be as detailed as possible and fill in all relevant "blanks". Use a separate piece of paper for any additional information that you think is relevant.

2. Site Plan:
 - (a) Neatly drawn and preferably to scale;
 - (b) Drawn on letter-size (8.5" x 11") or larger (dependent upon the complexity of the proposal);
 - (c) Included on the drawing are the following:
 - (i) property boundaries;
 - (ii) legal description and municipal address of the property;
 - (iii) dimensions, including parcel size, of the site (metric);
 - (iv) location (sizes and dimensions) of all existing and proposed buildings and their uses, including all setbacks (distances from property lines);
 - (v) "North" arrow;
 - (vi) all access roads (streets, lanes, etc.);
 - (vii) all registered utility rights-of-way and easements;
 - (viii) land uses and buildings on adjacent properties;
 - (ix) existing and proposed: utilities, site drainage, site grades, the grades of the streets and sewer servicing the property, elevations of top of curb or sidewalk and lot corners (not required for simple applications);
 - (x) the height, dimension, and relationship to property lines of all existing and proposed buildings and structures including retaining walls, trees, landscaping, curb, gutter, sidewalk, and other physical features;
 - (xi) landscaping plan: existing and proposed vegetation, including number, type, and sizes of trees and shrubbery;
 - (xii) loading and parking provisions (layout, number and dimensions);
 - (xiii) access locations to and from the site;
 - (xiv) garbage and storage areas and the fencing and screening details of same;
 - (xv) fencing and screening of the development site;
 - (xvi) location and approximate dimensions of existing and proposed parks, playgrounds, and other amenities;
 - (xvii) where applicable, information describing any noxious, toxic, radioactive, flammable, or explosive material proposed for use or storage;
 - (xviii) a "Title Block" showing designer's name, applicant's name, preparation date, revision dates, and drawing numbers;
 - (viii) replica/graphics, dimensions, construction materials, locations, and colours of any proposed signage.

3. Elevations and Floor Plans
 - (a) floor plans of all levels of building(s);
 - (b) elevations (all four sides) of the building(s) including exterior building materials, colours, and heights.

4. Copy of Title: current copy of a certificate of title, including relevant encumbrances, searched and dated within thirty (30) days of application submission;

5. Authorization: signature(s) of all registered owner(s) on the application form or a letter of authorization from the registered owner(s) authorizing the proposed development;

6. Additional Information: Depending on the scope of the development proposal, additional information (traffic impact assessment, geotechnical reports, groundwater hydrology study, etc.) may be required. Staff will advise in consultation with you;

7. Fees: Staff will advise; fees vary.

If you have any questions or require clarification when you are completing the application, please do not hesitate to ask us at (748-4044).