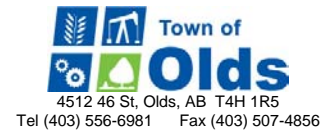


Development Permit Application

PLEASE PRINT

Appl. No. _____



This is NOT a Building Permit

Name of APPLICANT	Tel	Fax
Address of APPLICANT		Postal Code
E-mail Address		
Name of REGISTERED OWNER	Tel	Fax
Address of REGISTERED OWNER		Postal Code

PROJECT INFORMATION

Processing of an application will NOT commence until all of the required items have been provided.

Project Location – Street Address			
Describe the Proposed Development:			
Legal Land Description:	Lot	Block	Plan
Parcel Type:	<input type="checkbox"/> Interior	<input type="checkbox"/> Corner	Parcel Area
		Parcel Coverage	
Existing Use of Land/Building:		Proposed Use of Land/Building:	
Setbacks: Front Yard	Side Yard	Side Yard	Rear Yard
Floor Area	Height of Building	Estimated Value of Project	
Estimated Commencement Date		Estimated Completion Date	

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

Signature of APPLICANT / AGENT

Date

The information requested on this form is being collected in order to process your application and is governed by the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions with respect to the collection or release of this information, please contact the Town's FOIP Coordinator at (403) 556-6981.

PERMIT CONDITIONS UNDER THE TOWN OF OLDS LAND USE BYLAW:

1. The issuance of a Development Permit in accordance with the Notice of Decision is subject to the condition that it does not become effective until 14 days after the date the Development Permit is issued.
2. The Town of Olds Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Subdivision & Development Appeal Board (SDAB) by serving written notice of appeal to the Secretary of the SDAB within 14 days after the date the Development Permit is issued.
3. Any development proceeded with by the Applicant prior to the expiry of the 14 day period is done solely at the risk of the Applicant.
4. The Permit is effective for a period of 12 months from the date of its issue OR the date of decision of the SDAB confirming it. If, at the expiry of this period, the development has not been commenced or carried out with reasonable diligence as determined by the Development Officer, this Permit shall cease to be effective, unless an extension to this period, being no longer than an additional 12 months, has previously been given by the Development Officer.
5. The applicant is not excused from complying with the requirements of any federal, provincial or other municipal legislation, or the conditions of any easement, covenant, building scheme or agreement affecting the building or land.

NOTICE OF REFUSAL

You may appeal a Notice of Refusal to the SDAB in accordance with the provisions of Section 2.6 of the Town of Olds Land Use Bylaw. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Secretary of the SDAB no later than 14 days following the date of issue of a Notice of Refusal. The Notice of Appeal shall contain a statement of the grounds of appeal.

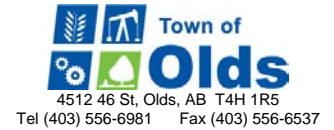
PERMIT APPROVAL – OFFICE USE ONLY

Development Permit No. _____	Date of Development Permit Issue _____																
This application is: Approved by: <input type="checkbox"/> MPC / <input type="checkbox"/> DO / <input type="checkbox"/> SDAB Refused by: <input type="checkbox"/> MPC / <input type="checkbox"/> DO / <input type="checkbox"/> SDAB	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; padding: 2px;">Fees</td> <td style="padding: 2px;">Development Permit</td> <td style="text-align: right; padding: 2px;">_____</td> </tr> <tr> <td></td> <td style="padding: 2px;">Performance Bond</td> <td style="text-align: right; padding: 2px;">_____</td> </tr> <tr> <td></td> <td style="padding: 2px;">Building Permit</td> <td style="text-align: right; padding: 2px;">_____</td> </tr> <tr> <td></td> <td style="padding: 2px;">Safety Codes Fee (see reverse)</td> <td style="text-align: right; padding: 2px;">_____</td> </tr> <tr> <td></td> <td style="padding: 2px;">TOTAL</td> <td style="text-align: right; padding: 2px;">_____</td> </tr> </table>		Fees	Development Permit	_____		Performance Bond	_____		Building Permit	_____		Safety Codes Fee (see reverse)	_____		TOTAL	_____
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	Building Permit	_____															
	Safety Codes Fee (see reverse)	_____															
	TOTAL	_____															
Signature _____	Receipt No. _____	Date _____															

<p>RESIDENTIAL DEVELOPMENT</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;"><input type="checkbox"/> New Single Family Dwelling</td> <td style="width: 50%; padding: 2px;"><input type="checkbox"/> New Duplex Dwelling</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> New Multi-Family Dwelling</td> <td style="padding: 2px;"><input type="checkbox"/> New Basement</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Attached Garage</td> <td style="padding: 2px;"><input type="checkbox"/> Detached Garage / Accessory Building</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Renovations / Addition</td> <td style="padding: 2px;"><input type="checkbox"/> Manufactured Home</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Utility Excavation</td> <td style="padding: 2px;"><input type="checkbox"/> Deck</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Other (specify): _____</td> <td></td> </tr> </table>	<input type="checkbox"/> New Single Family Dwelling	<input type="checkbox"/> New Duplex Dwelling	<input type="checkbox"/> New Multi-Family Dwelling	<input type="checkbox"/> New Basement	<input type="checkbox"/> Attached Garage	<input type="checkbox"/> Detached Garage / Accessory Building	<input type="checkbox"/> Renovations / Addition	<input type="checkbox"/> Manufactured Home	<input type="checkbox"/> Utility Excavation	<input type="checkbox"/> Deck	<input type="checkbox"/> Other (specify): _____		<p>OTHER DEVELOPMENT</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;"><input type="checkbox"/> Industrial</td> <td style="width: 50%; padding: 2px;"><input type="checkbox"/> Commercial</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Institutional</td> <td style="padding: 2px;"><input type="checkbox"/> Renovation / Addition</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Change of Use</td> <td style="padding: 2px;"><input type="checkbox"/> Pre-Construction Variance</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Variance</td> <td style="padding: 2px;"><input type="checkbox"/> Sign</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Utility Excavation</td> <td style="padding: 2px;"><input type="checkbox"/> Demolitions</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Other (specify): _____</td> <td></td> </tr> </table>	<input type="checkbox"/> Industrial	<input type="checkbox"/> Commercial	<input type="checkbox"/> Institutional	<input type="checkbox"/> Renovation / Addition	<input type="checkbox"/> Change of Use	<input type="checkbox"/> Pre-Construction Variance	<input type="checkbox"/> Variance	<input type="checkbox"/> Sign	<input type="checkbox"/> Utility Excavation	<input type="checkbox"/> Demolitions	<input type="checkbox"/> Other (specify): _____	
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<input type="checkbox"/> Other (specify): _____																									

Authorization Form

Appl. No. _____



PLEASE PRINT

Address of Property for Proposed Development:

Obtaining a Development Permit may take up to 40 days from the time all required information has been received.

Civic Address:

LEGAL Land
Description:

Lot

Block

Plan

I hereby certify I am a (**Registered Owner** / **Agent** authorized to act on behalf of the registered owner(s)) and the information given in the application is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for development.

Name of Registered Owner / Agent

Signature of Registered Owner / Agent

Date

PLEASE COMPLETE IF ABOVE SECTION WAS NOT SIGNED BY A REGISTERED OWNER.

I/we authorize the above named Agent to act on our behalf in submission of this Application for Development.

Name of Registered Owner

Name of Registered Owner

Signature of Registered Owner

Signature of Registered Owner

Date

Date

Please Note:

- A registered owner is required to sign.
- Form must be submitted with original signatures.
- If Registered Owner or Agent is a corporation, signed documentation showing names of those who have signing authority for the corporation must also be submitted.

Development Permit Application – CHECKLIST

- Pre-application meeting**
 - Must be arranged with a Town of Olds Development Officer for all residential buildings with more than two units, or for any Commercial or Industrial development
- Development Permit Application**
 - All information must be filled in. If requested information does not apply, indicate “n/a” (not applicable) Applicant / Agent Authorization form must be completed and accompany application if the applicant is not the property owner
- Site Plan**
 - Surveyor’s site plan or legible site plan must be submitted showing:
 - ◆ Legal description of property and municipal address
 - ◆ Arrow indicating direction of North
 - ◆ Property lines
 - ◆ Location of existing and proposed buildings with dimensions (front, rear & side) to property lines
 - ◆ Other pertinent information if applicable
- Certificate of Title**
 - Current within 30 days of application (Certificates of Title may be obtained from any Alberta Registry office) or the Town can order the Title for a cost of \$5
- Building Plans**
 - If **NOT** applying for a Building Permit at the time of Development Permit Application, the following are required:
 - ◆ Structure foundation plan
 - ◆ Height from foundation to top of highest peak of structure
- If your application is for a **sign** the Town of Olds requires:
 - ◆ Dimensions
 - ◆ Elevations
 - ◆ Projections over property lines, sidewalks, etc.
 - ◆ Photo or drawing showing Sign Content

PERMIT INFORMATION

- Obtaining a Development Permit may take up to forty (40) days from the time all required information has been received. Failure to complete the Application or supply the required information, plans or fees may cause delays in application processing.
- The Development Authority may refuse to accept your application if the required information has not been supplied or if the quality of the information is inadequate to properly evaluate the Development Permit application.
- A Development Permit for all discretionary use or any permitted use for which a variance or relaxation was granted, issue pursuant to Part Two: Development Permits, Contravention and Appeal of the Land Use Bylaw 01-23, does not come into effect until 14 days after the date on which the notice of issuance of the permit is given under Section 2.4 (3) of the Land Use Bylaw 01-23. Any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant.
- If the Development Permit is refused, the applicant will be notified in writing. The Decision will outline the specific reasons for refusal. There is a right of appeal to anyone affected by a decision of the Development Authority, pursuant to Section 642 (4) of the Municipal Government Act.
- If the Development authorized by a permit has not significantly commenced within twelve months from the date of its issue the permit is deemed void, unless an extension to this period has previously been granted by the Development Authority.
- Notwithstanding the issuance of this permit, the town does not assume responsibility that the plans and specifications as filed comply with the Safety Codes Act and Regulations, and the granting of this permit shall in no way relieve the owner of the building or the constructor thereof from complying with the requirements of the Safety Codes Act and Regulations, and any relevant Town Bylaws or Provincial or Federal Statutes or Regulations in force.