

**APPLICATION FOR DEVELOPMENT PERMIT**

**APPLICATION NO.**

**FEE:**

I/We hereby apply for a Development Permit in accordance with the accompanying plans and supporting information. A site plan shall be submitted with this application. It shall be drawn to clearly show site boundaries, lot dimensions and area; the location of existing and proposed buildings, the use or intended use of all areas of the site not covered by buildings including decks, fences, driveways, paved areas, easements, utility lines and major landscaping features including trees, shrubs and planted areas; existing and proposed setbacks from property lines; and those portions of the site which shall be left in their natural state.

Note: This is an application for a development permit only. Appropriate permits under the Alberta Safety Codes Act may be required. For information contact Alberta Labour.

**APPLICANT INFORMATION**

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Registered owner of land (if different): \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**LAND INFORMATION**

Address of property to be developed: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan No. \_\_\_\_\_

Existing use of property: \_\_\_\_\_

**DEVELOPMENT INFORMATION**

Proposed development (state exactly what it is that you plan to do): \_\_\_\_\_

Estimated start date: \_\_\_\_\_ Estimated Completion date \_\_\_\_\_

Estimated value of project construction: \_\_\_\_\_

**DECLARATION**

I/We hereby declare that the above information is, to the best of my our knowledge, factual and correct. I/We hereby give consent to allow authorized persons to enter the above land with respect only to this application.

NOTE: Signature of Registered landowner, or their letter of authorization, is required if different from the applicant.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Registered Landowner

\_\_\_\_\_  
Date

# Development Permit Site Plan

**LEGAL DESCRIPTION:**

PT OF \_\_\_\_\_ SEC \_\_\_\_\_ TWP \_\_\_\_\_ RANGE \_\_\_\_\_ W4M

LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ PLAN # \_\_\_\_\_

FILE # \_\_\_\_\_ ROLL # \_\_\_\_\_



- A. Give dimension from **all** property lines.
- B. Summer Village of Horseshoe Bay will not locate survey stakes or pins. It is the applicant's responsibility to ensure dimensions shown from property lines are correct.
- C. Should access roads be required, please inquire prior to **any** development.

Date: \_\_\_\_\_ Applicant's Signature: \_\_\_\_\_

**NOTICE OF DECISION OF DEVELOPMENT AUTHORITY**

|                 |            |
|-----------------|------------|
| APPLICATION NO. | PERMIT NO: |
|-----------------|------------|

You are hereby notified that your application for a development permit involving:

\_\_\_\_\_

\_\_\_\_\_

has been:

\_\_\_\_\_ APPROVED

\_\_\_\_\_ APPROVED SUBJECT TO THE CONDITIONS ATTACHED

Date of Decision: \_\_\_\_\_ Date of issue of this Permit: \_\_\_\_\_

Signature of Development Authority: \_\_\_\_\_

**NOTE:**

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 15 days after the order, decision or development permit is issued.
2. The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Authority may appeal to the Subdivision and Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision and Development Appeal Board within in 14 days after notice of the decision is given.
3. A permit issued in accordance with the notice of decision is valid for a period of 12 months from the date of issue. If at the expiry of this period, the development has not been commenced or if the development is not completed within 3 years of commencement of construction, this permit shall be null and void.
4. In addition to this development, permits under the Alberta Safety Codes Act may also be required for construction.

**NOTICE OF DECISION OF DEVELOPMENT AUTHORITY**

APPLICATION NO. \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

This is to notify you that your application for a development involving:

\_\_\_\_\_  
\_\_\_\_\_

AT  
Address of Property \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Registered Plan: \_\_\_\_\_

or Certificate of Title \_\_\_\_\_

has been REFUSED for the following reasons:

Date of Decision: \_\_\_\_\_

Signature of Development Authority: \_\_\_\_\_

**NOTE:**

The Land Use Bylaw provides that you may appeal this decision to the Subdivision and Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision and Development Appeal Board within 14 days of the date the notice of the decision is given. The notice must state the reason for appeal.

**NOTICE OF DECISION OF DEVELOPMENT AUTHORITY**

**APPLICATION NO.**

**PERMIT NO.**

You are hereby notified that an application for a development permit involving:

\_\_\_\_\_  
\_\_\_\_\_

AT

Address of Property \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Registered Plan: \_\_\_\_\_

or Certificate of Title \_\_\_\_\_

has been:

\_\_\_\_\_ APPROVED

\_\_\_\_\_ APPROVED SUBJECT TO THE CONDITIONS ATTACHED

Date of Decision: \_\_\_\_\_

Signature of Development Authority: \_\_\_\_\_

**NOTE:**

The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Authority may appeal this decision to the Subdivision and Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision and Development Appeal Board within 14 days of the date the notice of the decision is given. The notice must state the reason for appeal.

**NOTICE OF APPEAL HEARING**

APPLICATION NO.

PERMIT NO.

This is to notify you that an appeal has been lodged with the Subdivision and Development Appeal Board against a decision made in respect to Development Permit Application No. \_\_\_\_\_ involving the following development:

The Development Authority  APPROVED  
 APPROVED WITH CONDITIONS  
 REFUSED

a development permit for the following reasons:

PLACE OF HEARING: \_\_\_\_\_

TIME OF HEARING: \_\_\_\_\_

DATE OF HEARING: \_\_\_\_\_

Any persons affected by the proposed development have the right to be present and to be heard at the hearing, as well as to present a written brief prior to or at the hearing.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Secretary  
Subdivision and Development Appeal  
Board

**NOTICE OF APPEAL DECISION**

APPLICATION NO.

PERMIT NO.

This is to notify you that an appeal against the:

- APPROVAL
- APPROVAL WITH CONDITIONS
- REFUSAL

of a development permit with regard to the following:

was considered by the Subdivision and Development Appeal Board on \_\_\_\_\_ and the decision of the Subdivision and Development Appeal Board with regards to the appeal is as follows:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Secretary  
Subdivision and Development  
Appeal Board

Note:

A decision of the Subdivision and Development Appeal Board is final and binding on all parties and persons subject only to an appeal upon a question of jurisdiction or law pursuant to the Municipal Government Act. An application for leave to appeal to the Court of Appeal shall be made:

- (a) to a judge of the Court of Appeal, and
- (b) within 30 days after the issue of the order, decision, permit or approval sought to be appealed.

**APPLICATION FOR AMMENDMENT OT THE LAND USE BYLAW**

**APPLICATION NO.**

**FEE:**

I/We hereby make application to amend the Land Use Bylaw. I/We agree to pay all costs incurred by Council to review and decide this application for amendment.

**APPLICANT INFORMATION**

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Registered owner of land (if different): \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**LAND DESCRIPTION**

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan No. \_\_\_\_\_

Certificate of Title: \_\_\_\_\_

**AMENDMENT PROPOSED**

From: \_\_\_\_\_

To: \_\_\_\_\_

Reasons for proposing an amendment to the land use bylaw:

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



**STOP ORDER**

Please be advised that you, as the registered owner, person in possession, or person responsible, are immediately required, by virtue of this Order as per Section 645 of the Municipal Government Act, R.S.A. 2000, as amended, to stop

\_\_\_\_\_ the development or construction of \_\_\_\_\_

\_\_\_\_\_ the use of land being

on the parcel of land known as \_\_\_\_\_

(legal description) \_\_\_\_\_

and to \_\_\_\_\_ demolish \_\_\_\_\_

\_\_\_\_\_ remove \_\_\_\_\_

\_\_\_\_\_

By \_\_\_\_\_ to make same comply with the Summer Village of Horseshoe Bay Land Use Bylaw and the Municipal Government Act, as amended.

You may appeal this Order to the Subdivision and Development Appeal Board within 14 days of the date of this Order. If you should fail to comply with this Order, the Summer Village may take legal action under the Municipal Government Act. The maximum fine for contravening a bylaw under the Municipal Government Act is \$10,000.

Date: \_\_\_\_\_

\_\_\_\_\_  
DEVELOPMENT AUTHORITY