

**PRINCE ALBERT NATIONAL PARK OF CANADA  
COMMERCIAL DEVELOPMENT PERMIT APPLICATION**

1. Applicant:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

2. Lessee of Record:  Same as above or,

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

3. Property (Legal Description):

Lot(s): \_\_\_\_\_ Block(s): \_\_\_\_\_ Registered Plan No.: \_\_\_\_\_

Street Address: \_\_\_\_\_

4. Site: Frontage: \_\_\_\_\_ m Depth: \_\_\_\_\_ m Area: \_\_\_\_\_ m<sup>2</sup>

5. Existing Commercial Floor Space:

Main Floor: \_\_\_\_\_ m<sup>2</sup> Second Storey: \_\_\_\_\_ m<sup>2</sup> Accessory Buildings: \_\_\_\_\_ m<sup>2</sup>

Staff Accommodation: \_\_\_\_\_ m<sup>2</sup>

6. Existing use of land and buildings (include pictures of existing building and neighbouring properties): (attach narrative if required)

\_\_\_\_\_

\_\_\_\_\_

7. Proposed Commercial Floor Space:

Main Floor: \_\_\_\_\_ m<sup>2</sup> Second Storey: \_\_\_\_\_ m<sup>2</sup> Accessory Buildings: \_\_\_\_\_ m<sup>2</sup>

Staff Accommodation: \_\_\_\_\_ m<sup>2</sup>

8. Proposed Start Date: \_\_\_\_\_ Proposed Date of Completion: \_\_\_\_\_

9. Plans Consultant:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

10. Contractor

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

11. Attach as part of this application, 3 copies of:

- i. A narrative report describing the proposed use or uses of land and buildings, indicating:
  - a) a breakdown by floor space and number of units of the existing building(s) and proposed uses,
  - b) a breakdown by floor space and number of units of the proposed building(s) and proposed uses,
  - c) a justification of the need for the proposed use(s) in a national park,
  - d) a list of the existing and proposed sub lessees, sub licensees and commercial tenants,
  - e) a detailed breakdown of the number of staff (full-time, part-time, seasonal) currently employed, the seasonal fluctuation in the number of staff employed, and the provisions currently made by the owner or the lessee to provide accommodations for the staff, and
  - f) a detailed breakdown of the the number of staff positions that would result if the proposed development were to be carried out, and the provision the owner or the lessee of record intends to make to provide accommodation for any increased staff;
- ii. A narrative and graphic report describing the existing site conditions, indicating:
  - a) the topography, soil conditions, vegetation and other natural features of the site, including rock outcroppings and drainage,
  - b) existing tree and shrub masses and whether they are to be retained or removed, and
  - c) existing building(s) and other man-made elements on the site and whether they are to be retained or removed;
- iii. A narrative and graphic report describing the development, indicating:
  - a) the impact of the proposed development on existing site conditions and its relationship to adjacent buildings, developments, neighbouring properties and the surrounding area,
  - b) the type of building(s) to be constructed, off-street parking facilities to be provided and the anticipated traffic flow which will be generated, and
  - c) specifications of all materials and finishes and a description of the standards of workmanship and the equipment to be used for all building and site development;
- iv. A site development plan(s) for the total site, at a metric scale that is sufficient to enable proper construction and inspection, indicating:
  - a) the location, legal boundaries, dimension and areas of the site and a north arrow,
  - b) the location and dimension of all existing and proposed buildings, parking areas, access roads, pedestrian walkways and sidewalks, adjacent streets and lanes, trees and other natural features,
  - c) existing contours by dotted lines and proposed contours by solid lines (contour interval shall be 1 m for sites located on sloping ground and 0.5 m for sites on relatively level sites) and spot elevations to indicate drainage,
  - d) the location, design and resolution of all existing and proposed exterior lighting, fences, signs, benches and of all other major site development elements,
  - e) existing services and proposed connections including water supply, sanitary sewage and storm water removal provisions and electrical and telephone lines with an indication as to whether they are overhead or underground,

- f) landscaping, which shows tree and shrub masses to be retained, removed or planted, and
  - g) sufficient plans, elevations and/or photographs to illustrate the relationship of the proposal to adjacent developments and its community context.
- v. Preliminary building plans for all proposed development of buildings on the site, at a metric scale that is sufficient to enable proper construction and inspection, including:
- a) sketch floor plans, sketch elevations to show proposed exterior treatments, an appropriate section through the building(s) to show interior volumes and spatial characteristics,
  - b) a scale model of the proposed development to show building masses and adjacent site development,
  - c) in the case of proposed developments that will include phased development, a schedule showing dates by which each phase will be commenced and completed, and
  - d) an outline of specifications sufficient to describe the main elements of the proposed development with respect to structure, exterior cladding, other finishes, heating and any other such facets of the development.

12. Further please provide:

- i. an Environmental Screening prepared under the authority of the '*Canadian Environmental Assessment Act*'. The prescribed form for this report is a Class Screening and the template is provided by Prince Albert National Park, unless a higher standard of environmental reporting is recommended by environmental protection staff given the nature of the proposed development.
- ii. a statement about the relationship between the applicant and the lessee of record with respect to the development proposal, if the applicant is not the lessee.
- iii. other relevant information necessary to adequately explain the development.

Declaration of the applicant:

I, \_\_\_\_\_ of the \_\_\_\_\_  
 of \_\_\_\_\_ in the Province of \_\_\_\_\_

solemnly declare that the above statements contained within this Development Permit application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effects as if made under oath, and by virtue of the *Canadian Evidence Act*.

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature