



# TOWN OF CORONATION

www.town.coronation.ab.ca

## APPLICATION FOR DEVELOPMENT

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

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

Mailing Address: \_\_\_\_\_

Street address of property to be developed: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_ Title or Linc: \_\_\_\_\_

Registered Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Existing Use: \_\_\_\_\_ Land Use District: \_\_\_\_\_

Proposed main use of property: \_\_\_\_\_

Description of Work Proposed: \_\_\_\_\_

Estimated cost of the project or contract price: \_\_\_\_\_

Estimated project start date: \_\_\_\_\_

Estimated project completion date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

This form shall be accompanied by:

1. A scaled site plan showing the treatment of landscaped areas if required, the legal description, the front, rear and side yards, if any; any provision for off-street loading and vehicle parking and entry and exit points to the parcel;
2. Scaled floor plans, elevations and sections;
3. Such other plans and information as the Development Officer may request;
4. A non-returnable processing fee of \$40.00

**9. Application for a Development Permit**

- (1) Any owner of a parcel, an authorized agent, or other persons having legal or equitable interest in the parcel may make application for a development permit to the Development Officer using the approved form and shall be accompanied by information as may be required by the Development Authority to evaluate the application including, but not limited to:
  - (a) a site plan in duplicate, drawn to scale, which shows the following:
    - (i) legal description of the site with north arrow;
    - (ii) area and dimensions of the land to be developed including the front, rear and side yards if any;
    - (iii) area and external dimensions including the heights of all buildings and structures to be erected on the land;
    - (iv) any provisions for off-street loading and vehicle parking, including all access and exit points to the site; and
    - (v) the position and distances of any existing building, roads, water bodies, trees or other physical features on the land to be developed.
  - (b) floor plans, elevations, grading and drainage plans and sections in duplicate and an indication of the exterior finishing materials and colour if required by the Development Authority;
  - (c) pictures of the interior and exterior of an existing building that is proposed to be moved on to a parcel within the Town of Coronation;
  - (c) a statement of the proposed use or uses;
  - (d) a statement of ownership of land and the interest of the applicant therein;
  - (e) the estimated commencement and completion dates;
  - (f) the estimated cost of the project or contract price;
  - (g) the development permit fee as prescribed by Council;
  - (h) a surveyor's certificate or real property report if required by the Development Officer;
  - (i) written agreement of the registered land owner(s) of the property with regard to the proposed development;
  - (j) Damage Deposits:

- (i) A damage deposit of \$500.00 per lot or higher at the discretion of the Development Officer shall be paid upon receipt of a development permit. This requirement may be waived if, in the opinion of the Development Officer, there are no improvements abutting the property that could sustain damage during construction.
  - (ii) The damage deposit shall be used by the Town of Coronation to repair or replace damaged curb stops, valve boxes, manhole cover, catch-basins, culverts, pipelines, sidewalks, curbs and gutters, lanes, roads and any surface or underground improvement on or abutting the land which is covered by the construction or demolition activity.
  - (iii) It is the owner's or agent's responsibility to ensure, prior to commencement of construction or demolition, there is no previous damage. If there is existing damage, it shall be reported to the Town of Coronation, before the work commences.
  - (iv) Rough landscaping (spreading of topsoil) must be completed before the damage deposit is refunded.
  - (v) The property owner or agent is responsible to have the necessary improvement cleared and visible for the initial and final inspection by the Town.
  - (vi) The property owner or agent shall apply to the Town Office for the refund of the damage deposit.
  - (vii) When an application is made, the Town shall inspect the site for damage.
  - (viii) If no damage has occurred, the deposit shall be refunded in full.
  - (ix) If damage has occurred, the deposit shall be used to cover the cost and any outstanding amount shall be directed to the property owner.
  - (x) Damage deposits cannot be transferred to another property.
- (2) The Development Authority may require additional copies of the application plans or specifications as well as such additional information as deemed necessary to sufficiently evaluate the application.