



# DEVELOPMENT PERMIT APPLICATION

## Change of Use or Intensification of Use Land Use Bylaw 11:2010

Town of Irricana  
Box 100  
Irricana, Alberta T0M 1B0

Phone: 403-935-4672  
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E-Mail: [Irricana@irricana.com](mailto:Irricana@irricana.com)

I/We hereby make application for a development permit under the provisions of the Land Use Bylaw in accordance with the plans and supporting information submitted herewith which form part of this application. It is understood that the Development Authority will not accept incomplete applications.

PERMIT NO. \_\_\_\_\_ FEES: \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_

### 1. APPLICANT INFORMATION:

Name:	
Mailing Address:	
Phone:	Alternate:
Fax:	E-Mail:

### 2. REGISTERED OWNER INFORMATION:

Name:	
Mailing Address:	
Phone:	Alternate:
Fax:	E-Mail:

### 3. LAND DESCRIPTION:

Property Address:			
Legal Description: Plan:	Block:	Lot:	

### 4. CHANGE OF USE:

Present Use:
Proposed Use:

### 5. ESTIMATED DATE OF:

Commencement:
Completion:

**AUTHORIZATION:**

I hereby certify that I am the Registered Owner or am the applicant and authorized to act on behalf of the Registered Owner.

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

**6. RIGHT OF ENTRY:**

I hereby authorize, as registered owner or applicant authorized to act on behalf of the registered owner, the Town of Irricana to enter my land for the purpose of conducting a site inspection I connection with my application for development approval. This right is granted pursuant to the Municipal Government Act.

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

This personal information is being collected under the authority of the Freedom of Information and Protection of Privacy Act, Section 32 and will be used to administer municipal land use, planning bylaws and activities. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of information please contact the FOIP Coordinator, 260-1st Avenue, Irricana, AB, T0M 1B0, (403) 935-4672.

**8. INFORMATION REQUIRED FOR A CHANGE OF USE:**

Note: All of the following information is necessary to facilitate a thorough evaluation and timely decision on your application. Applicants are required to check off the "Applicant" column confirming that the information has been provided.

To expedite the evaluation, all materials submitted must be clear, legible and precise. Accurate and legible drawings are required (rough sketches are not acceptable). If any of the required information is not provided, your application will not be accepted. If upon review there is found to be missing information you will be contacted and the processing will not proceed until the information is received.

Applicant	REQUIRED ITEMS	Office
	Fees	
	Completed Development Permit Form	
	Owner Authorization	
	Site Plan showing: Floor Plans indicating all uses or occupancies	
	Storage and garbage areas (inside or outside)	
	Number of parking and loading spaces required and provided	
	Signage, fencing and method of screening	
	Estimated commencement and completion dates	
	Description of proposed development, building operations & nature of proposed business	
	Other:	

**9. FIRE INSPECTIONS**

Change of Use may require a fire inspection. The Notice of Decision will be forwarded to the local fire department for review and you will be contacted if an inspection is deemed appropriate.

**10. TIME LIMITS**

**DEVELOPMENT AUTHORIZED BY A DEVELOPMENT PERMIT MUST COMMENCE WITHIN TWELVE (12) MONTHS FROM THE DATE OF ITS ISSUE AND BE COMPLETED WITHINI TWENTY-FOUR (24) MONTHS OF THE ISSUE.**

For Office Use Only:

Property Address: \_\_\_\_\_

Permit No.: \_\_\_\_\_

**PLANNING DOCUMENT REVIEW**

- Alberta Land Use Framework
- Calgary Metropolitan Plan
- Municipal Sustainability Plan
- Municipal Development Plan
- Land Use Bylaw

The proposed development is located within a \_\_\_\_\_ District.

The proposed development is listed as:

- Permitted
- Discretionary
- Discretionary MPC (referral)
- Other MPC referral

Reason(s):

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**NOTICE OF DECISION**

This development permit application is:

- Approved
- Approved with Conditions:
- Refused for the following reasons:
- Tabled for further information:

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Date of Decision: \_\_\_\_\_ Permit Issued: \_\_\_\_\_

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

**Important Information:**

Except for a Development Permit that has been approved without conditions or variances of a Permitted Use, this Development Permit for any other approved uses does not come into effect until it is determined that no Notice of Appeal has been served to the relevant Appeal body within the 21 day appeal period after the Notice of Decision has been given pursuant to MGA 686(1)(a) (i)(A).

If no Appeal has been received by \_\_\_\_\_ \*

**This Permit comes into effect:** \_\_\_\_\_

*\*Any person affected by this decision may file a NOTICE OF APPEAL to the relevant Appeal body at the Town of Irricana, Box 100, Irricana, Alberta T0M 1B0. The notice of appeal and the requisite fee of \$250.00 must be received by the Town no later than*

\_\_\_\_\_.