



DEVELOPMENT PERMIT APPLICATION

SIGN Land Use Bylaw 11:2010

Town of Irricana
Box 100
Irricana, Alberta T0M 1B0

Phone: 403-935-4672
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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: (If different from applicant)

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

3. LAND DESCRIPTION:

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

4. SIGN DETAILS:

Type:			
Size of Sign:			
Size of Copy Area:			
Freestanding-Height from base to top:	Awning-Height from grade:		
Setbacks –property lines: Front:	Rear:	Side:	Side:
<input type="checkbox"/> Site Plan	<input type="checkbox"/> Replica Drawing	<input type="checkbox"/> Temporary	Other:

5. ESTIMATED DATE OF:

Commencement:
Completion:

6. 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: _____

7. 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 in 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. APPLICATION REQUIREMENTS CHECKLIST(Land Use Bylaw 11:2010)

An application for a Development Permit shall be made to the Development Officer using the prescribed form, signed by the registered owner or his agent and accompanied by:

- the municipal address of the land or building where the sign is to be erected;
- the legal description of the land on which the proposed sign is to be erected;
- the name of the business or development where the sign is to be erected;
- the applicant's name, address and telephone number and where the applicant is not the owner of the sign or land, the name, address and telephone number of the sign or land owner;
- for portable sign developments, the length of time the sign is to be displayed at the location address, and a site plan showing the location of the sign on the site in relation to property lines, existing buildings and public roads; and
- a working drawing for the proposed sign showing:
 - the overall dimensions;
 - the method of illumination, if any;
 - the materials from which the sign is to be constructed;
 - the copy on the sign;
 - method used to support the sign including type of wall construction if the sign is anchored to a building or the size and depth of all concrete footings for freestanding signs;
 - where applicable, the location of the sign on the building;
 - any sidewalks or pedestrian passageways that the proposed sign will extend over;
 - the total height of the sign above grade;
 - the clearance from grade of the lowest portion of the sign;
 - the maximum extension of the sign above the building roof or parapet wall; and
- for canopy, awning, projecting and freestanding signs, a site plan showing a north arrow, the curb property line and location of any existing or proposed buildings on which signs are to be displayed and the location of any existing signs on the building or site.

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):

NOTICE OF DECISION

This development permit application is:

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

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*

_____.