



# County of Wetaskiwin No. 10

Box 6960

Wetaskiwin, AB T9A 2G5

Phone: (780)352-3321 Fax: (780)352-3486

[www.county.wetaskiwin.ab.ca](http://www.county.wetaskiwin.ab.ca)

## DEVELOPMENT PERMIT APPLICATION

Attached is a Development Permit Application Form which may require other documents that may be necessary for the approval of the application.

1. Fees for the Development Permit Application are to be paid when the application is returned to the County Office. Fees are as follows:

<b>Residential:</b> <b>\$100.00</b>	<b>Commercial/Industrial:</b> <b>\$200.00</b>
<b>Rural Address Sign:</b> <b>(see page 7) \$150.00</b>	<b>Offsite Levy:</b> <b>(see page 8) \$2,034.00</b>
<b>Recreational Vehicle Use:</b> <b>\$500.00/3 year term</b>	<b>Signs:</b> <b>\$50.00</b>

**Building, Electrical, Gas, Plumbing and Sewage Permit Information see Page 9**

### PLEASE NOTE:

- All development permit fees are non-refundable except as otherwise provided in the County of Wetaskiwin's Land Use By-law, a person may not commence any development unless the person has been issued a development permit in respect of it pursuant to the land use bylaw. A decision will only be issued in writing.
  - Where a warning regarding an existing unapproved use has been issued, fees are increased five (5) times (By-law 09/20)
  - Where a stop order regarding an existing unapproved use has been issued, fees are increased ten (10) times (By-law 09/20)
2. If you are moving on a house or a mobile home, pictures are required with the application form. If the house/mobile home is being moved from a property within the County of Wetaskiwin, please provide the legal land location.
  3. Information regarding the required setback distances for buildings from property lines can be found within the County of Wetaskiwin Land Use By-law. The Land Use By-law information is available on the County website under the Planning/Development department: [www.county.wetaskiwin.ab.ca](http://www.county.wetaskiwin.ab.ca).
  4. In the interest of public safety and as required by the Provincial Safety Codes Act, all building installations require a Building Permit and are subject to appropriate inspections. Building permits are required for the construction, alteration, repair, relocation, demolition or change of occupancy for any building. Permits must be obtained prior to commencement of construction. It is the responsibility of the applicant to obtain Safety Code permits as required. <http://superiorsafetycodes.com/home.htm> (See Page 9)
  5. If your development is within a  $\frac{1}{2}$  mile or 800 metres of a highway or secondary highway, the processing of your application by the County may be delayed unless the County receives comments from **Alberta Transportation** in writing regarding your development. The wording of the development applied for with the County **MUST** match the wording on the Alberta Transportation application. The Alberta Transportation Road Side Development application can be downloaded using this link: <http://www.transportation.alberta.ca/2629.htm> or a form can be picked up at the County office for you to complete. Completed forms are to be sent to the Red Deer office.

## COUNTY OF WETASKIWIN NO. 10 - APPLICATION FOR DEVELOPMENT PERMIT

I hereby make application under the provisions of the County of Wetaskiwin's Land Use Bylaw for a Development Permit, in accordance with the plans and supporting information submitted herewith and which form part of this application. Except as otherwise provided in the Land Use Bylaw, a person may not commence development unless the person has been issued a development permit; a decision will only be issued in writing.

It is the responsibility of the applicant/owner to ensure that all development carried out complies with any caveat, easement, restrictive covenant or other encumbrance noted on the back of the Certificate of Title.

APPLICANT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL/FAX: \_\_\_\_\_

Are you the registered Owner(s) ☐ Yes or ☐ No **(if no, registered owner must complete the next)**

**If No** as above, present Registered Owner(s) according to Alberta Land Titles:

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

I (We)(please print) \_\_\_\_\_ as the registered owner(s) (as per Land Titles) of the aforementioned property, authorize (applicant(s) "as above") to develop which I have fully reviewed and fully endorse.

**Signature of Present Registered Owner(s):** \_\_\_\_\_

- ✓ If owner is a corporate body, he or she must be listed on the Corporate registry as authorized person(s) to sign. Proof of authority to sign MAY BE required.
- ✓ If additional signatures are required, attach to application as necessary.

QUARTER \_\_\_\_\_ SECTION \_\_\_\_\_ TOWNSHIP \_\_\_\_\_ RANGE \_\_\_\_\_ WEST OF THE 4<sup>TH</sup>/5<sup>TH</sup> MERIDIAN

OR: REGISTERED PLAN \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

**Is your property located within  $\frac{1}{2}$  mile or 800 meters of a highway or secondary highway?**

☐ No or ☐ Yes

**If yes, Please complete and provide Alberta transportation with a road side development application form. The application can be obtained at the County of Wetaskiwin Office.**

**Date Roadside Development Application sent:** \_\_\_\_\_ 20\_\_\_\_.

**Method** ☐ Mail; ☐ Fax; ☐ Other: \_\_\_\_\_ . **Sent by:** \_\_\_\_\_

**When your permit is ready, how would you like to be notified?**

☐ Phone ☐ Mail ☐ Fax no: \_\_\_\_\_ ☐ Email: \_\_\_\_\_

### For office use only:

Application No.: \_\_\_\_\_

Receipt No.: \_\_\_\_\_

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

Per / Dis.: \_\_\_\_\_

Roll No.: \_\_\_\_\_

Received on: \_\_\_\_\_

Division: \_\_\_\_\_

Section: \_\_\_\_\_

### **DEVELOPMENT PROPOSAL(S):**

*\*Any structure that is 50 sq. ft./15.24m<sup>2</sup> or over requires a development permit*

*\*Decks 2 ft /0.61 m or higher require a development permit*

Type of Development Proposed (Include dimensions & number of storeys): \_\_\_\_\_

Type of Construction:

☐ Conventional Construction ☐ **Moved in**, describe type: \_\_\_\_\_

If **Moved In** (check one), ☐ New (Direct from factory), ☐ Used, Year built \_\_\_\_\_ *(if used include pictures)*

Will there be plumbing within the proposed structure: ☐ Yes or ☐ No

- Will there be kitchen facilities within the proposed structure: ☐ Yes or ☐ No

List all existing building(s)/structure(s) on the Property (i.e dwelling(s), garage, shed(s), etc.) and label accordingly on the site plan see below: \_\_\_\_\_

**Estimated cost of the project:** \$ \_\_\_\_\_

**Estimated date of commencement:** \_\_\_\_\_ **Estimated date of completion:** \_\_\_\_\_

### **IF THIS APPLICATION IS FOR A PROPOSED BUSINESS PLEASE DESCRIBE THE FOLLOWING:**

Home based business? No or **if Yes**, please speak to someone in the Planning and Development Department

Type of Business (describe in detail): \_\_\_\_\_

Name of Business: \_\_\_\_\_

Hours of Operation (Indicate Open to Close)

Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_

Friday \_\_\_\_\_ Saturday \_\_\_\_\_ Sunday \_\_\_\_\_ Holidays \_\_\_\_\_

Number of employees (excludes occupant of dwelling/principal operator): \_\_\_\_\_

Will there be outside storage of materials: ☐ No or ☐ **Yes, if yes where:** \_\_\_\_\_

Is there going to be excess noise created: ☐ No or ☐ **Yes, if yes please describe:** \_\_\_\_\_

Increased Traffic: ☐ Yes or ☐ No

Be sure to indicated parking for staff and number of spaces that will be used to service the business on the site plan.

### CONFINED FEEDING OPERATION

Is the proposed development within 800 metres (1/2 mile) of a CFO?

☐ No or ☐ **If Yes**, please read the following and sign below:

I choose to build here knowing that I/we may suffer from smells, noise, flies, etc. from animals or manure; however, I realize that this is a farming area and that these nuisances are unavoidable if I choose to live here. I also understand that land cannot be subdivided if it is too close to a Confined Feeding Operation.

Applicant Signature(s): \_\_\_\_\_

### SECONDARY DWELLING

Is this a secondary dwelling?

☐ No or ☐ **If Yes**, please read the following and sign below:

I understand that if I build a second residence on my land, the residence will not stand on a separate parcel. It will stand on the same parcel as the first house and as such, the 2 residences cannot be sold separately unless the parcel is subdivided and 2 separate lots are created. I further understand that I have no automatic right to have the land subdivided, and an application to subdivide may be refused if it conflicts with the regional plan or any County by-law.

Applicant Signature(s): \_\_\_\_\_

**Except as otherwise provided in the County of Wetaskiwin No 10 Land Use Bylaw, a person may not commence any development unless the person has been issued a development in respect of it pursuant to the Land Use Bylaw. A decision will be issued in writing.** I hereby make application under the provisions of the County of Wetaskiwin Land Use Bylaw for a Development Permit, in accordance with the plans and supporting information submitted herewith and which form part of this application.

By signing this application, I hereby authorize representative(s) of the County of Wetaskiwin No. 10 to enter onto the above described land for the purpose of performing inspections.

\_\_\_\_\_  
**Date of Application**

\_\_\_\_\_  
**Signature of Applicant(s)**

\_\_\_\_\_  
**Please Print Name(s)**

The personal information on this form is collected under the authority of Section 33 (c) of the **Alberta Freedom of Information and Protection of Privacy Act**. The information will be used to process your application(s) and your name and address may be included on reports that are available to the public. If you have any questions on the collection and use of this information, please contact the FOIP Coordinator at (780) 352-3321.

\_\_\_\_\_  
**Date of Application**

\_\_\_\_\_  
**Signature of Owner(s)**

\_\_\_\_\_  
**Please Print Name(s)**

### Applicant Checklist:

- ☐ **Site Plan completed (see page 5 of 9)**
- ☐ **Reviewed Declarations**
- ☐ **Submit Fees ( Rural Address sign and/or Off-site levy if applicable, see page 7 of 9 and page 8 of 9)**
- ☐ **Requires Application from Alberta Transportation?**
- ☐ **Photos Submitted**
- ☐ **Application Form Completed**

## SITE PLAN

(see page 6 of 9 for example)

**Failure to include any relevant information from the aforementioned list is not the fault of the County.**

**Site Plans can be submitted on this page or on a spate page. Please address the following on on your site plan:**

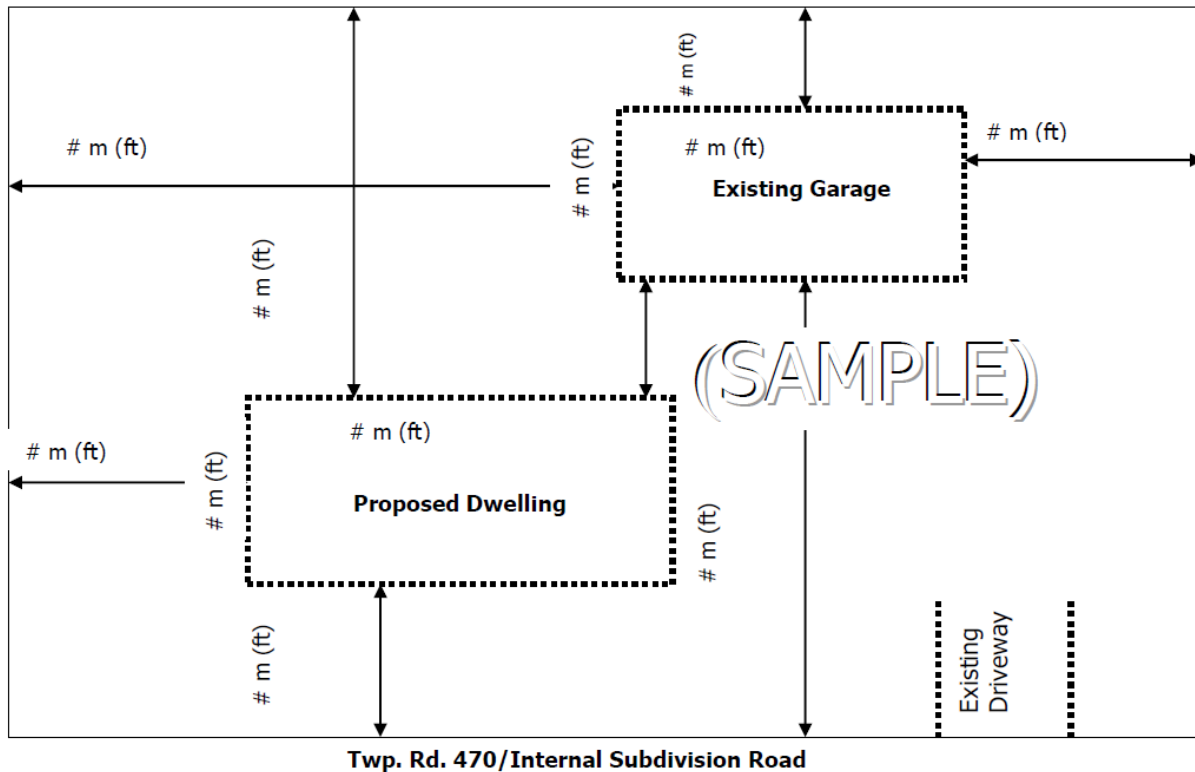
- ☐ Property lines;
- ☐ Label North on the Site Plan;
- ☐ Size of existing and proposed buildings (include height of buildings);
- ☐ Label County Roads /Highways/Internal Subdivision Road(s) (RR/TWP/Hwy);
- ☐ Location of existing driveway or proposal for driveway;
- ☐ Measurements and Setbacks: Front yard/Side Yard/Rear yard from the proposed development to ALL the property lines in metres or feet (please use one or the other not both), also indicate distance from any pipelines that may be located on the property;
- ☐ Rivers and bodies of water;
- ☐ Bank breaks or valley ridges.



\*Please note that by including development/building(s) solely on a drawing that this may not preclude it from the development permit application process nor does it approve its use, and it may be required to be applied for unless it is exempted according to the County of Wetaskiwin's Land Use Bylaw or is under Section 643 of the MGA. A person may not commence any development unless the person has been issued a development permit in respect of it pursuant to the Land Use Bylaw.

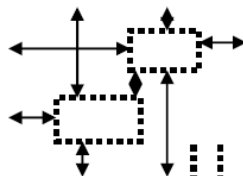
# SAMPLE - QUARTER SECTION OR RESIDENTIAL LOT

## Enlarged view



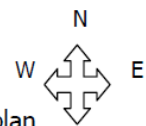
Please indicate placement of buildings within entire quarter

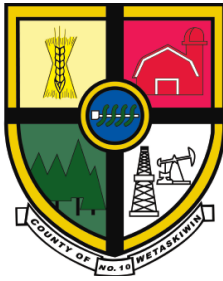
(SAMPLE)



### PLEASE INDICATE:

- Property Lines
- Label North on site plan
- Size of existing & proposed buildings (include height of buildings)
- County Roads/Highways/Internal Subdivision Road RR/TWP/HWY)
- Existing or proposed driveway
- Measurements and Setbacks: Front yard/Side yard/Rear yard from proposed development to all property lines in metres or feet
- Rivers and bodies of water
- Bank Breaks or Valley Ridges





## County of Wetaskiwin No. 10

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# RURAL ADDRESSING

The County of Wetaskiwin put into effect a rural addressing system which can be utilized by emergency service providers and for other purposes such as providing directions for delivery services.

1. The costs associated with the placement and replacement of a sign shall be set out in the "Fees and Charges Bylaw" of the County as amended from time to time. Fees are as follows:

**Rural Address Sign:                    \$150.00 (per sign)**

### PLEASE NOTE:

- All parcels of Land supporting a Building and having a Primary Access onto a Public Road shall be assigned a Rural Address by the County according to the methodology outlines in Schedule "A" of By-law 2012/06.
  - For Multi-lot Subdivisions governed by a development agreement, Rural Addresses may be assigned for Parcels of land where there is no Building presently constructed.
  - For multiple Buildings located off the same Primary Access. The first building off the Primary Access will be labelled with an "A" designation as a suffix of the Rural Address, the second a "B" designation and so forth, moving from the township/range road inward along the Primary Access Road.
  - For buildings for which there exists more than one Access point, the Access that appears to be the Primary will be used for the purposed of assigning a Rural Address.
2. All Rural Address Signs remain the property of the County and shall be installed and maintained by the County.
  3. Parcels of Land located within the Hamlet of the County are exempt.
  4. Oil and Gas industry Parcels of Land regulated by the Alberta Energy Resources Conservation Board are exempt unless the Owner of the Parcel of Land requests to have a Rural Address assigned by the County, and The Parcel of Land is occupied by employees or agents as a place of employment or business.
  5. Any Person who contravenes any section of By-law 2012/06 is guilty of an offense and is liable on summary conviction, to a penalty.



# COUNTY OF WETASKIWIN NO. 10

Box 6960 Wetaskiwin, Alberta T9A 2G5 Phone: 780-352-3321

## RURAL ADDRESS SIGN REQUEST FORM

NAME: (PLEASE PRINT)	DATE REQUESTED:
MAILING ADDRESS:	CONTACT NAME:
CITY:	PHONE NUMBER:
POSTAL	
CODE: EMAIL:	

### LEGAL LAND DESCRIPTION:

NW NE  
OR  
SW SE SECTION TOWNSHIP RANGE 4 OR 5  
Lot #: \_\_\_\_\_ Block #: \_\_\_\_\_ Plan #: \_\_\_\_\_

*I, the undersigned, hereby apply to the County of Wetaskiwin No.10 for a rural addressing sign as per By-Law No. 2012/06 for the land described below.*

- ☐ New sign request (\$150) ☐ Remove existing sign (N/C) ☐ Request sign exemption (N/C)  
☐ Multiple Address Suffix (\$50)

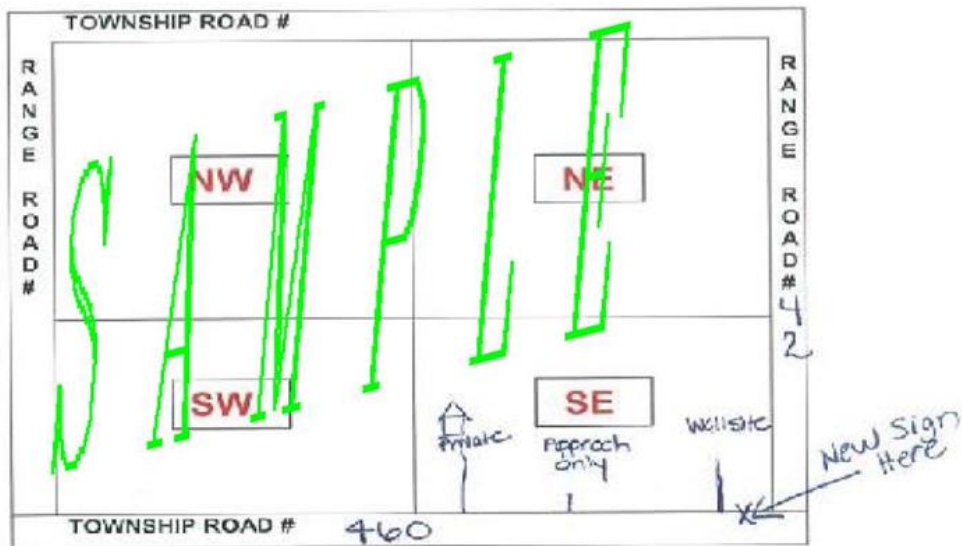
I hereby acknowledge that I have been advised of and am in agreement with the following:

1. I agree to pay the applicable fee (**plus GST**) for the rural address sign.
2. **I agree to clearly mark on the map which approach the rural address sign is to be placed at.**
3. I understand that all work will be carried out as time and resources permit. Further, that this application does not guarantee an application within a specified time frame.
4. Once payment has been made the County of Wetaskiwin No. 10 will order & install one (1) rural address sign, as per By-Law No. 2012/06.
5. I hereby remise, release and forever discharge the County, its officers, contractors, agents, servants, successors and assigns of and from all manner of actions, causes of actions, suits, debts, dues, accounts, covenants, contracts, claims and demands whatsoever which I shall or may have by reason of any cause, matter or thing, whatsoever, and without limiting the generality of the foregoing, from all claims for damages arising in any way whatsoever from the ordering & install of a rural address sign as described herein.
6. I have read By-Law No. 2012/06 and agree with the terms and conditions.

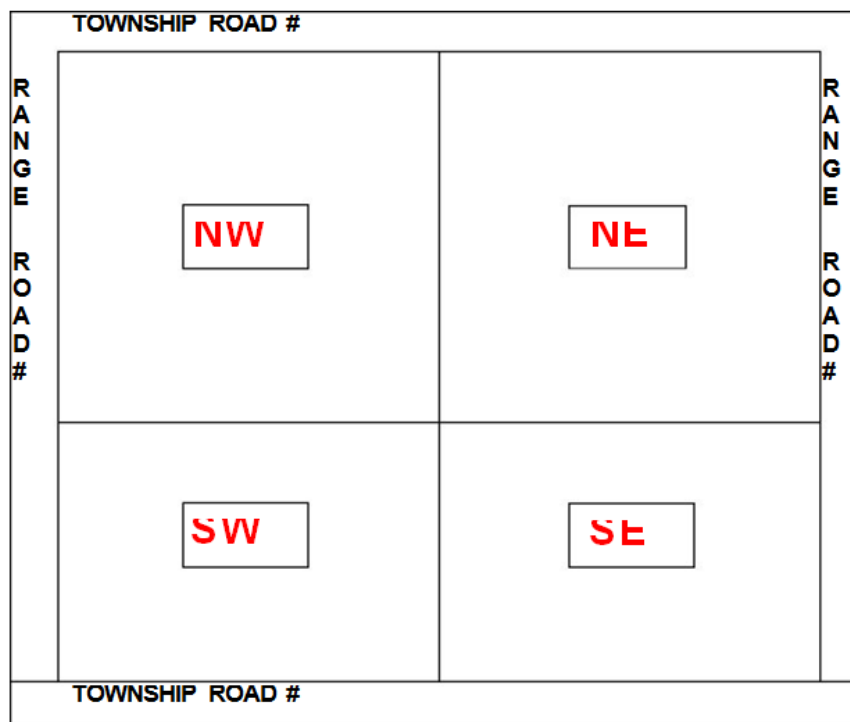
**In signing this form, I agree I have read and understand the terms and conditions of the application, including the note below.**

ROLL#:	DATE WORK COMPLETED:
	<input type="checkbox"/> ___ Driveway located Date _____ W/O # _____
	GPS Coordinates:
RECEIPT #:	<input type="checkbox"/> ___ Address Assigned Date _____
	Rural Address:
	<input type="checkbox"/> ___ Sign Installed Date _____ W/O # _____
	<input type="checkbox"/> ___ iSeries Updated Date _____





### MAP OF ROADWAY, POSITION & LOCATION OF APPROACH



Please indicate the legal address, location of your site & approach, Township and Range Road. I agree to accept the placement of the rural address sign as per the map location provided. If no map is provided, I agree to accept the placement at the discretion of the County of Wetaskiwin. Thank You for co-operation.



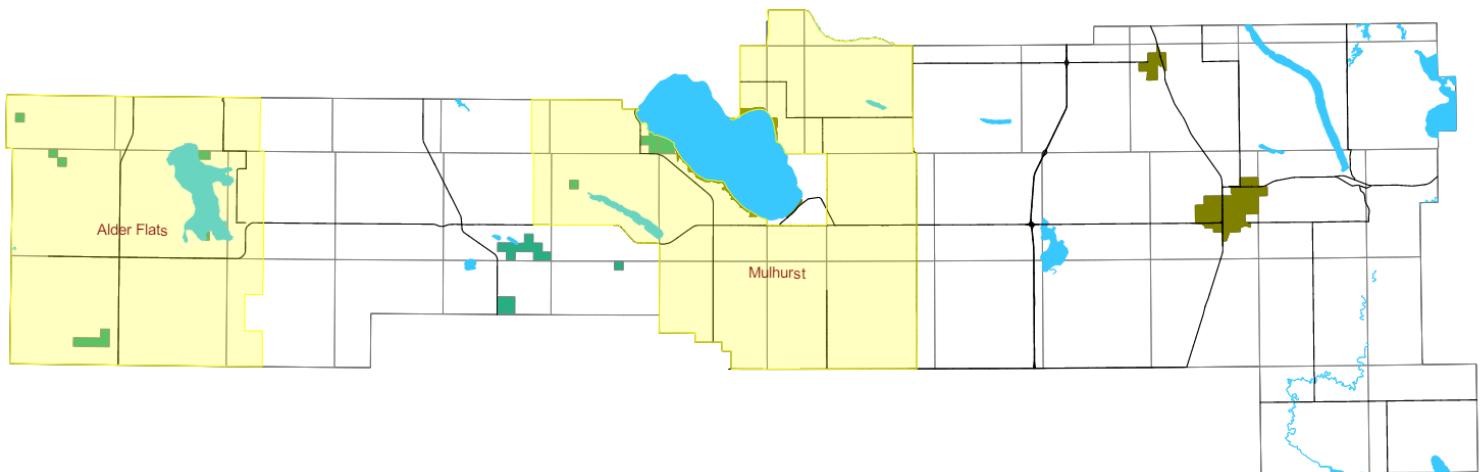
## Off-Site Levy

As the applicant you may be required to pay an off-site levy fee for the expansion of the Alder Flats or Mulhurst lagoon. The County of Wetaskiwin has passed an off-site levy bylaw requiring that new development that has sewage hauled off site for treatment (Mulhurst or Alder Flats Lagoon) shall be required to pay an off-site levy fee in the amount of \$2,034.00 payable to the County of Wetaskiwin. Payment must be received prior to the issuance of your development permit, no exceptions.

The levy shall be paid at the time of the Development Permit application payment. However, if a lot is a minimum of one (1) acre or larger and sewage is to be treated privately on the property, an inspection report from Superior Safety Codes Inc. must be obtained; this sewage inspection report must state the type of private system being used and must certify that the system has been installed in accordance with the Safety Codes Act. If a satisfactory sewage inspection report is signed-off by Superior Safety Codes Inc., the off-site levy payment will be refunded in full to the applicant.

This is a one-time fee that stays with the parcel of land.

Any new development located within the yellow shaded area is subject to the Off-site Levy payment.



**Please contact the Planning and Economic Department to discuss payment options that are available.**

## **Sole Source Contract - Superior Safety Codes Inc.**

Council has awarded a sole source contract to Superior Safety Codes Inc. for building, electrical, gas and plumbing Safety Code services in the County of Wetaskiwin for permits. Final accreditation with the Alberta Safety Codes Council and approval of final agreements was finalized on April 1, 2015.



Once you've obtained a development permit from the County, building permits, electrical permits, gas permits, plumbing permits, and sewage permits must be obtained through Superior Safety Codes Inc.

### **For Permit Applications:**

#### **Edmonton Office:**

14613-134 Ave  
Edmonton Ab T5L 4S9  
Phone: 1-780-489-4777  
Fax: 1-780-489-4711  
Toll Free Phone: 1-866-999-4777  
Toll Free Fax: 1-866-900-4711

#### **Red Deer Office:**

3, 6267-67 A Street  
Red Deer AB T4P 3E  
Phone: 1-403-358-5545  
Fax: 1-403-352-5085  
Toll Free Phone: 1-888-358-5545  
Toll Free Fax: 1-866-358-5085

**Email:** [info@superiorsafetycodes.com](mailto:info@superiorsafetycodes.com)

**Website:** <http://www.superiorsafetycodes.com/applications.htm>