



P.O. Box 6960, Wetaskiwin, AB T9A 2G5
Phone: (780) 352-3321
Fax: (780) 352-3486
Email: wpermits@county10.ca

General Development Permit Application

LAND USE BYLAW 2024/66

A Development Permit is not a Building Permit.
For Safety Codes Permits including Building, Plumbing, Gas and Electrical Permits, please contact Superior Safety Codes in Edmonton 780-489-4777 or Red Deer 403-358-5545.

DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

Applications are not considered complete until all required information and fees are provided. Incomplete or illegible applications may be returned to the applicant. Fees will be determined once the application is complete.

To avoid delays, please submit the following with your application:

- Completed Development Permit Application:** Ensure all sections are filled out.
- Site Plan:** Must include the legal description, property dimensions, location of the development showing the setbacks to all property lines, and site access.
 - *Note:* Setbacks are the perpendicular distance from a property line or other feature to a building or structure.
 - *Note:* You may refer to the FAQ section on the Planning and Development page of the County website for guidance on using the [County Interactive Map](#) to determine property dimensions and measure distances from structures to property lines.
- Drawings/Floor Plans/Elevations/Sections:** As required for the project.
- Registered Owner Authorization Form:** Required if the registered owner is not the applicant (e.g., contractor, purchaser of the property, anyone not listed on Title). The form must be signed by all current landowners. If the property was recently purchased, a Purchase Agreement or any documentation confirming you as the new landowner will be required.
- Variance Request Form:** If applicable.

Please refer to Section 10.6 of the Land Use Bylaw 2024/66 for any additional information that may be required by a Development Officer.

You will be contacted by the Planning Development Department if further details are needed.

Offsite Levy Requirement (If applicable):

If your development requires sewage to be hauled off-site (Mulhurst or Alder Flats Lagoon), a one-time offsite levy fee of \$2,034.00 is required. This fee must be paid in full before your development permit is issued. For more details and to determine if your property is in the affected areas, please visit the County website: www.county.wetaskiwin.ab.ca

ADDITIONAL INFORMATION ABOUT DEVELOPMENT & DEVELOPMENT PERMITS

Structures Not Requiring a Development Permit (but count towards site coverage):

- Accessory buildings (moveable or permanent) less than 14 m² (150 ft²) that meet district development standards (setbacks, lot coverage, and height).
- Minor renovations that do not change the size, use, or shape of the building.
- Decks less than 0.6 m (2 ft) above grade.

Development Permit Application for Discretionary and/or Permitted Use (14-21 Day Referral Period):

- Adjacent municipalities and First Nation communities within 800 m (½ mile) of property.
- Relevant federal or provincial departments. (e.g., structures within 100 m of pipeline and/or permanent dwelling within 1.5 km of sour gas pipeline).
- Other external agencies or persons deemed appropriate by the Development Authority, or required by Matters Related to Subdivision and Development Regulation.

Approved Permitted Use:

- Notice of Decision sent to the applicant immediately (via email or regular mail, as specified on the application).

Approved Discretionary Use or Variance:

- Notice of Decision sent to the applicant immediately (via email or regular mail, as specified on the application). Surrounding landowners are sent Notice of Decision, Notice of Decision is posted on the County website in accordance with the advertising Bylaw, and all notices include a twenty-one (21) day appeal period. After the twenty-one (21) day appeal period, the Notice of Decision will be effective, provided no appeals are received.

BOXES IN GREEN ARE MANDATORY

APPLICANT AND REGISTERED OWNER INFORMATION										
Applicant name(s):					Phone:					
Mailing address:										
Town/city:			Postal code:		Email:					
Is the applicant(s) also the registered landowner? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, please complete the Letter of Authorization on Page 4.</i>					Registered landowner name(s):					
Phone:			Email:							
LAND INFORMATION- LEGAL LOCATION OF PROPERTY MUST BE PROVIDED										
1/4		Section		Township		Range		W of <input type="checkbox"/> 4 or <input type="checkbox"/> 5 Meridian	Subdivision/Hamlet	
Lot		Block		Plan		Rural Address (Blue Sign)				
PROPOSED STRUCTURES AND OR USE(S) BEING APPLIED FOR (CHECK ALL THAT APPLY)										
<input type="checkbox"/> Accessory Building(s) or Structure(s) <input type="checkbox"/> Shed <input type="checkbox"/> Detached Garage <input type="checkbox"/> Shop <input type="checkbox"/> Sea-Can <input type="checkbox"/> Greenhouse <input type="checkbox"/> Deck (over 0.6 m (2 ft) in height) <input type="checkbox"/> Fence (Over 1.8 m (6 ft) in height) <input type="checkbox"/> Gazebo <input type="checkbox"/> Hot Tub <input type="checkbox"/> Moved on Structure: Year Built: _____ <input type="checkbox"/> Other: _____ <input type="checkbox"/> Agriculture Building(s) <input type="checkbox"/> _____					<input type="checkbox"/> Dwelling: <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> Other: _____ <input type="checkbox"/> Detached (stick built) <input type="checkbox"/> Moved-In (Year Built: _____) <input type="checkbox"/> Modular (CSA Certification must be submitted with application) <input type="checkbox"/> Mobile (CSA Certification must be submitted with application) <input type="checkbox"/> Other: _____ <input type="checkbox"/> Dwelling, Communal					
					<p>Note: Per Land Use Bylaw 2024/66 Section 9.6.3 (c) previously used/occupied dwellings require security in the amount of \$5000 to be submitted to the County as security before a Notice of Decision will be approved. Payment will be refunded in full once proof that all requirements under Section 9.6.1 and 9.6.2 are complete and met to the satisfaction of the Development Authority.</p> <input type="checkbox"/> Recreational Unit, Personal Use & Storage (Residential Recreation District only where there is no permanent dwelling) <input type="checkbox"/> Other: _____					
ESTIMATED COST OF DEVELOPMENT:										
\$										
DEVELOPMENT DETAILS										
Structure Type & Total Square Footage: Measurements indicated are in: <input type="checkbox"/> ft² <input type="checkbox"/> m² Example: 1500 ft² House with 120 ft² Deck and 350 ft² attached Garage *Each structure must be listed on its own line								<input type="checkbox"/> New <input type="checkbox"/> Existing		
-----								<input type="checkbox"/> New <input type="checkbox"/> Existing		
-----								<input type="checkbox"/> New <input type="checkbox"/> Existing		
-----								<input type="checkbox"/> New <input type="checkbox"/> Existing		
-----								<input type="checkbox"/> New <input type="checkbox"/> Existing		

Total Accessory Building Square Footage	Applicants must provide the total combined square footage of accessory buildings and the total site coverage. As per Land Use Bylaw 2024/66, each district has limits on the combined square footage of accessory buildings and total site coverage allowable.	
	Please enter the total combined square footage of accessory buildings on the property in the grey box (ALL existing and proposed):	

Rural Addressing (Blue Sign)
Do you have a rural address sign? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes, but adding additional residence
If you are developing a new site without rural addressing or adding additional residences, you must obtain an addressing sign at the time of application. To request a Rural Addressing Sign Application, please email wpermits@county10.ca or you may obtain a copy from the County website or front counter of the Administration County Office.

All Notices of Decision (Development Permits) will be sent via email. If you require a paper copy, please feel free to reach out to us, and we will be happy to accommodate your request.

AUTHORIZATION

By signing this application, I/we:

- Understand that the proposed development shall not commence unless a development permit has been issued;
- Understand that the application may be refused if the development does not conform to all aspects of the Land Use Bylaw;
- Hereby authorize representatives of the County of Wetaskiwin No. 10 to enter the above described lands with respect to this application only; and,

Section 33(c) of the FOIP Act authorizes the County of Wetaskiwin No. 10 to collect this personal information for the sole purpose of processing 'File Information Requests'. To inquire about the collection, use, and disclosure of personal information, or if you have questions about correcting your personal information, please contact the County FOIP Coordinator: by email foip@county10.ca; by phone 780.352.3321 (ext. 2270); or Toll Free at 1.800.661.4125.

Name of Authorized Applicant(s)

Signature of Authorized Applicant(s)

FOR OFFICE USE ONLY				
Application Received Date:		Paid on		R#
Roll #	App #	Division #	LU District:	ADO:
LUB Section(s):				
Off-Site Levy:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Waived		Levy Receipt #	AR Account <input type="checkbox"/>
Rural Address:	<input type="checkbox"/> Yes <input type="checkbox"/> No		Service Tracker ID:	
Site Coverage:	%			
Security Required:	<input type="checkbox"/> Yes <input type="checkbox"/> No		Security Receipt #	
<input type="checkbox"/> Permitted <input type="checkbox"/> Discretionary <input type="checkbox"/> Requires Variance <input type="checkbox"/> Refusal				
MGA 20 Day:		MGA 40 Day:		

Letter of Authorization for Development Permit Application

I, _____ [Owner's Full Name(s)], as the registered owner(s)
of the property located at _____ [Legal Land Location or Blue Sign
Address].

Hereby authorize _____ [Agent's Full Name]

to act as my agent in submitting and managing the development permit application for the property listed above.

This includes, but is not limited to:

- Preparing and submitting the required application materials,
- Representing me at any meetings, hearings, or discussions related to the permit application,
- Communicating with municipal authorities or any other parties involved in the permitting process, and
- Signing any necessary documents related to the development permit.

I acknowledge that by authorizing _____ [Agent's Full Name], they will have the authority to take all actions necessary to facilitate the application process on my behalf.

This authorization will remain in effect for the duration of the permit application process, unless explicitly revoked by me in writing.

Legal Land Location or Blue Sign Address		
Property Owner's Full Name(s) as shown on Title		
Contact Information of Property Owner(s):	Phone:	
	Email:	
	Mailing:	
Name of Property Owner(s):		
	Print Name(s)	Signature(s)
Date:		