

## Development Permit Application Form

Wetaskiwin, like all municipalities in Alberta, has adopted a Land Use Bylaw (LUB) that sets out regulations for land use and development. To promote the safety, well-being, and quality of life of our residents and visitors, the City's Planning and Development department reviews applications for development and construction to ensure they align with the rules and regulations set out in the Land Use Bylaw.

The Land Use Bylaw divides all land in Wetaskiwin into districts (sometimes called zones) and identifies types of land uses. It sets out regulations for each one. A development permit confirms that a proposed development meets these regulations. With the exception of the project types listed in Section 3.8 of the Land Use Bylaw, all land development and construction projects in the City require a development permit.

The Land Use Bylaw also establishes processes to ensure that everyone has an opportunity to seek approval for a development project or express concerns about a project. These processes provide a way for neighbours, community associations and other affected individuals and organizations to provide feedback.

The Land Use Bylaw does not address matters related to building and safety codes. These are addressed through the building permit process, which may also be required for your project. Please consult the building permit information package for more information on that process.

### Permit Applications

We encourage all applicants to email applications to [permits@wetaskiwin.ca](mailto:permits@wetaskiwin.ca).

- Permit applications are accepted electronically in **pdf** format only. Photos will be rejected.
- If you are unable to submit your application in a **pdf** format, hard copy applications may be submitted in person or in the after-hours drop box at Wetaskiwin City Hall, 4705 50 Avenue.
- Applications may also be mailed to Planning and Development, Box 6210, Wetaskiwin AB, T9A 2E9; however, this will delay the application processing time.

### Permit Fees

Development permit fees are listed in Schedule 'C' of the City's Fees and Charges Bylaw.

Application Date:

DP File:

Roll Number:

## DEVELOPMENT PERMIT APPLICATION

<b>1. Project Address:</b>				
Project Address:		Plan:	Block:	Lot:
Zoning:		Permitted Use: <input type="checkbox"/>	Discretionary Use: <input type="checkbox"/>	
<b>2. Applicant(s) Information:</b>			<b>3. Landowner(s) Information:</b>	
Owner: <input type="checkbox"/>	Contractor: <input type="checkbox"/>	Business License:		Same as applicant: <input type="checkbox"/>
Name:			Name:	
Address:			Address:	
City:			City:	
Province:		Postal Code:		Province:
Phone:		Phone:		
Email:		Email:		
Unless otherwise noted, the applicant will receive electronic notification.				
<b>4. Applicant's Signature:</b>				
Applicant Signature:			Date:	
<b>5. Landowner's Signature:</b>				
Landowner Signature:			Date:	
<b>6. Proposed Development Description (Check one):</b>				
<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Accessory Use		<input type="checkbox"/> Addition to building	
<input type="checkbox"/> Change of Use	<input type="checkbox"/> Demolition		<input type="checkbox"/> Fence	
<input type="checkbox"/> Intermodal Container	<input type="checkbox"/> Manufactured Home		<input type="checkbox"/> New Construction	
<input type="checkbox"/> Secondary Suite	Variance Required: Yes <input type="checkbox"/> No <input type="checkbox"/>		Variance form must be submitted with the development permit if a variance is required.	
Development Construction Value:				
Commencement Date:			Completion Date:	
<b>7. Proposed Development Setbacks &amp; Dimensions (MUST BE IN METERS):</b>				
Property Setbacks:	Front:	Rear:	Side 1:	Side 2:
Dimensions:	Length:	Width:	Height (to peak):	Wall Height:
Site Coverage (m <sup>2</sup> ):	Lot size:	Dev. Area:	Total Dev. Coverage:	Total Site Coverage:
Parking Stalls:	# of parking stalls required:		# of parking stalls provided:	
Fence Height:	Height 1:		Height 2 (if necessary):	
Fence Length:	Front:	Rear:	Side 1:	Side 2:

City Use Only:			
Date Received:	Date Deemed Complete:		
Fees Received:	Receipt Number		
Received By:	Entered into Munisight:		
City BP File Number:	Variance Required:	Yes:	No:
Notes:			

*The personal information collected on this form is being collected under the authority of Sections 33 and 39(1)(a)(b) of the Alberta Freedom of Information and Protection of Privacy Act, and Section 301.1 of the Municipal Government Act. The information will be used to process your application(s). Your name, contact telephone number, and address may be used to carry out current and/or future construction, operating programs, services, or activities of the Municipality. If you have questions about the collection, use, or disclosure of the personal information provided, please contact the Freedom of Information and Protection of Privacy Coordinator at 780.361.4400.*

**SITE PLAN**

The following must be included on your sketch:

- North arrow
- Distances the proposed structure will be from existing structures/buildings
- Distances the proposed structure will be from the property lines
- Location and dimensions of the proposed structure

*Refer to <https://www.wetaskiwin.ca/1101/Planning-Development> for additional site plan requirements by development type*

Property address: \_\_\_\_\_

