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*Office Use Only*	
Application No.	
Land Use District	
Roll No.	
Date Received	

## Development Permit Application Form – Miscellaneous

### Demolition, Excavation/Stockpiling/Grading, Private Utility (Solar/Wind), Fence (Over Standard), Other

PLEASE NOTE: This application is ONLY for a development permit. If a building permit is also required, you must apply for it separately prior to construction. Providing an email means you consent to receiving documents or communications related to this application, including but not limited to development permit decisions, acknowledgments confirming an application is complete, and any notices identifying any outstanding documents and information by email. Please be sure to complete the entire application. **Failure to send in a complete application can result in a delay of your permit.**

Applicant Information		Property Information	
Name		Municipal Street Address	
Phone			
Email		Lot(s)	
Mailing Address/Box#		Block	
City and Postal Code		Plan	

#### Land Title Certificate and Registrations (Choose One)

<input type="checkbox"/> <b>Current Certificate of Title and Registrations on Title (Within 3 Months - Attached)</b> Obtain online from Land Titles (Spin2 website) or a Registries Office	<input type="checkbox"/> <b>I am requesting the Municipality to obtain the required certificate of title</b> and registered documents and apply all costs to the application fee (\$25.00)
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#### PLEASE CONFIRM ONE OF THE FOLLOWING:

- I am the registered owner of the above noted property
- I have entered into a binding agreement to purchase the above noted property with the registered owner(s) (please attach a copy of the agreement)
- I have permission of the registered owner(s) of the above noted property to make the attached application for a Development Permit (please complete or attach a separate authorization letter from the owner with their contact information)

Type of Development (Check all that apply)						
REQUIRED SUBMISSIONS	Site Plan	Parking Plan (on Site Plan)	Elevation Plans	Floor Plans (Include Basement)	Landscape Plan	Photos (All Sides)
<input type="checkbox"/> Demolition	✓	•	✓	•	•	✓
<input type="checkbox"/> Excavation/Stockpiling/Grading	✓	•	✓	•	•	•
<input type="checkbox"/> Freestanding Private Utility (Solar/Wind)	✓	•	✓	•	•	•
<input type="checkbox"/> Fence (Over Standard)	✓	•	✓	•	•	•
<input type="checkbox"/> Other _____	As Requested					

Proposed Use / Description of Proposed or Existing Development and Reason for Variance Request (If applicable) and Proposed Start Date

#### SITE PLAN MUST INCLUDE:

- Property Civic Address and North Arrow
- Adjacent roadway and lanes
- Lot dimensions and lot area
- Existing and Proposed structures identifying dimensions, including height, floor area, building footprint, habitable floor area (as applicable), percentage of lot coverage
- Distances from foundations to front, side and rear property lines (measured perpendicular to the lot line)
- Location of access, driveway, sidewalks and curbs and any registered utility right of ways or easements
- Location and number of off-street parking spaces
- Location of existing water and wastewater service connections, and alignment from property boundary to building (if known)

*The personal information provided as part of this application is collected under Sections 303 and 295 of the Municipal Government Act and in accordance with Section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing development permits, Land Use Bylaw enforcement and property assessment purposes. The name of the permit holder and the nature of the permit are available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the Municipality.*

DEMOLITION			
(If demolition includes burning of structures, a Fire Permit is required) <b>NOTE: The landowner is responsible for any additional permits required for Asbestos removal and/or other permits as required under the Safety Codes Act</b>			
Start Date		Size of Building (m <sup>2</sup> )	
Completion Date			

EXCAVATION/STOCKPILING/GRADING			
Start Date		Date of Completion	
Reason/Purpose			

PRIVATE UTILITIES – FREESTANDING SOLAR & WIND			
In addition to a site plan, review schedule 4 of the Land Use Bylaw for any additional information that may be required.			
Type		Dimensions	

ADDITIONAL PROPERTY INFORMATION			Yes	No
<b>Any abandoned wells on property:</b> If yes, submission required pursuant to ERCB Directive 079			<input type="checkbox"/>	<input type="checkbox"/>
<b>Any known environmental issues or studies effecting this property:</b> If yes, attach description/reports			<input type="checkbox"/>	<input type="checkbox"/>
<b>Any known historic buildings on the property or adjacent property:</b>			<input type="checkbox"/>	<input type="checkbox"/>
<b>Is the entire parcel of land (not just the development site):</b> The subject of a license, permit, approval or other authorization granted by any of the following: Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission, <b>AND/OR</b> The subject of a license, permit, approval or other authorization granted by the Minister of Environment and Protected Areas? <b>If you answered “Yes” to any of these, please provide the approval, authorization number and/or license number here:</b> _____			<input type="checkbox"/>	<input type="checkbox"/>

AUTHORIZATION	
<ul style="list-style-type: none"> <li>I am aware that this application will be reviewed by the Development Authority and may be delayed or refused if the application and/or information provided is incomplete. I will be notified within 20 days if it is complete or incomplete.</li> <li>I understand that additional information may be required after the application has been deemed complete.</li> <li>I understand if the subject property is located within an area where development constraints exist, (e.g., non-operating landfill, grade issues etc.) additional information and/or reports may be required.</li> </ul> <p>The information I have provided herein and herewith is true, and to the best of my knowledge, accurate and complete.</p>	
_____	_____
Name of Applicant (please print)	Signature of Applicant
_____	_____
Name of Applicant (please print)	Signature of Applicant
_____	_____
Name of Owner (if different than applicant)	Signature of Owner
Registered Owner(s) Mailing Address: _____	
Registered Owner Email(s) and Phone Number(s): _____	
<b>OR</b> <input type="checkbox"/> Permission Letter Attached (Use if there is more than one owner, include authorization, signature, and contact information for each owner registered on the land title) <b>If the applicant or owner is a corporation, please attach a current corporate search</b>	

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# SITE PLAN

MUNICIPAL STREET ADDRESS: \_\_\_\_\_ COMMUNITY: \_\_\_\_\_



Principal Building Lot Coverage \_\_\_\_%  
 Accessory Structure Lot Coverage \_\_\_\_%

### Parcel Information

Lot Area (m <sup>2</sup> )	
Lot Width	
Lot Height	

### For Demolition

Size of Building (m <sup>2</sup> )	
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### Freestanding Private Utilities

Dimensions	Included on Site Plan
<input type="checkbox"/>	

### Oversized Fence

Height (m)	
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### Site Plan Checklist

<input type="checkbox"/>	Adjacent Roadways
<input type="checkbox"/>	Adjacent Lanes
<input type="checkbox"/>	Lot Dimensions
<input type="checkbox"/>	Existing Structures
<input type="checkbox"/>	Proposed Structures (If multiple, identify as "A", "B" etc.
<input type="checkbox"/>	All distances from foundations to front, side and rear property lines
<input type="checkbox"/>	Location of access, driveways and curbs
<input type="checkbox"/>	Location of easements
<input type="checkbox"/>	Location and # of off-street parking
<input type="checkbox"/>	Location of water and wastewater connections
<input type="checkbox"/>	Height (shown on this site plan or separate attachment)
<input type="checkbox"/>	Landscaping (if required)

### OFFICE USE:

DP# \_\_\_\_\_  
 TAX ROLL# \_\_\_\_\_