



DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

Pursuant to Land Use Bylaw No. 1722

Development Permit Application Requirements

The following information and fees must be provided to process a development permit:

- Application Form** – completed in full and signed by the applicant and registered owner(s) if different from the applicant.
- Application Fee** – refer to the M.D. of Taber Schedule of Fees for applicable fee.
- Site Plan** – provide a legible plan identifying the existing and proposed development; refer to the Site Plan Requirements attached.
- Abandoned Well Information** – provide documentation from the Alberta Energy Regulator (AER) identifying the presence or absence of abandoned wells for all development permits proposing buildings that are larger than 500 ft² (47 m²) and for additions to buildings that will as a result of the addition become larger than 500 ft² (47 m²). If an abandoned well is identified on the property, development shall comply with the setback directed by AER Directive 079. The Development Authority may require a professionally prepared map showing the actual location of the abandoned well in the field and the required AER setback in relation to building sites prior to issuance of a decision.
- Floor/Building Plan** – a full set of building plans (min. 11X17) or floor plan drawings for all levels of the building (for all buildings including new, previously owned, and additions); note, plans become part of the application and are not returned to the applicant.
- Colour Photographs** – provide recent colour photographs of each elevation of the structure where application is for a moved-in-dwelling or previously occupied manufactured dwelling and at least two recent colour photographs of the end and side views of any proposed shipping container.
- Safety Codes Report** – provide documentation prepared by a qualified Safety Codes inspector where application is for a previously occupied dwelling (moved-in, modular or manufactured) demonstrating that dwelling meets Alberta Safety Code requirements. If dwelling does not meet requirements, provide information indicating how the dwelling will be brought up to meet the Alberta Safety Codes and a proposed timeframe for completing improvements.

The following additional information may be required at the discretion of the Development Authority and the M.D. of Taber in order to process your application:

- Landscaping Plan
- Grading/Drainage Plan
- Traffic Impact Analysis
- Soils Analysis for septic feasibility
- Geotechnical and/or engineering reports
- Provincial and/or federal approvals
- Any other information as required by the Development Authority

Important Advisory

1. The Development Authority may deem an application incomplete if any of the application requirements are incomplete or if the quality of the information is deemed inadequate to properly evaluate the application. The applicant will be issued a written notice if the application has been deemed incomplete.
2. A pre-application meeting is not required prior to submitting a development permit application. Applicants are encouraged to contact the M.D. of Taber Office with any questions about the application process and to review land use bylaw requirements prior to submitting an application.
3. Any development started on the property prior to the issuance of a development permit and expiration of the appeal period is at the applicant's risk.
4. A development permit does not constitute a building permit or approval from any applicable provincial or federal department. The applicant is responsible for determining and obtaining any permits required under Safety Codes, AB Transportation and any other applicable provincial and federal approvals prior to commencement.



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Site Plan Requirements

A site plan identifies the existing and proposed uses and structures on the subject parcel. It is desirable that the site plan and any accompanying drawings are on a scale appropriate to the development. If you are not submitting a professionally prepared site plan, please ensure that the plan is drawn on graph paper or on the grid paper provided in the development permit application.

Please identify the following on the site plan:

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| <ul style="list-style-type: none"> <input type="checkbox"/> North arrow, scale and land use district <input type="checkbox"/> Legal description and address, if applicable <input type="checkbox"/> Lot dimensions and area <input type="checkbox"/> Adjacent roadways and lanes and proposed access <input type="checkbox"/> All existing and proposed buildings, structures and uses with dimensions <input type="checkbox"/> Setbacks from property lines of all existing and proposed buildings, structures and uses <input type="checkbox"/> Water wells, cisterns, dugouts, if applicable | <ul style="list-style-type: none"> <input type="checkbox"/> Septic system, tank and field, if applicable <input type="checkbox"/> Proposed and existing landscaping and fencing <input type="checkbox"/> Any easements and utility right of ways <input type="checkbox"/> Any pipelines and wells, including abandoned wells and required setbacks <input type="checkbox"/> Any drainage and water courses, irrigation canals/ditches/reservoirs, water bodies <input type="checkbox"/> Location and dimension of off-street parking and loading areas (for hamlets, home occupations and commercial and industrial development) |
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Sample Site Plan

