

SUMMER VILLAGE OF BURNSTICK LAKE

INFORMATION FOR APPLICATION FOR DEVELOPMENT PERMIT

This is an application for a development permit only. Provincial statutes including but not restricted to the building code, electrical, plumbing and gas codes, and health and environmental regulations (eg. holding tanks; no septic systems allowed) will likely also apply, and a separate permits is required. This information and all the forms may be received from **IJD Inspections Ltd., E4, 5560 – 45 St., Red Deer, AB, phone 1-877-617-8776.** Visit their website at ijd.ca for other contact information and online applications.

DEVELOPMENT PERMIT FEES:

New home development or significant additions, garages, etc: A partially refundable development permit fee of **\$1,000** shall accompany the application. The owner shall pay 120% of any travel, professional fees or other costs incurred by the Development Officer or his designate to process the Development Permit. After the building is completed and fully approved and signed off by the Development officer, a refund of unexpended funds shall be made to the applicant;

Minor renovations: \$150 Non Refundable Fee shall be charged and accompany the application.

TIMING:

Development or construction shall not begin until 21 days after the date of issue of the Notice of Decision of the Development officer. This allows for the prescribed public notice and appeal period. It usually takes only a few days for a decision of the Development Officer. Timing is expedited when forms are fully completed and an electronic copy is provided by e-mail along with a hard/signed copy.

TREES:

Regarding proposed cutting of trees or underbrush or any other disturbance on the Municipal Reserve, a tree cutting permit is required and disturbances of any sort are not allowed. Tree cutting permits are available from the Village CAO or Village Councillor.

For more information, please contact:

Therese Kleeberger
CAO & Development Officer,
Summer Village of Burnstick Lake
Box 501, Caroline, AB TOM OMO
Email: burnstick8@gmail.com
Phone: (403) 304-5391

Form A
SUMMER VILLAGE OF BURNSTICK LAKE APPLICATION FOR
DEVELOPMENT PERMIT

I/We hereby apply for a Development Permit in accordance with the accompanying plans and supporting information. A site plan shall be submitted with this application. It shall be drawn to scale and shall clearly show site boundaries, lot dimensions and area, the location of existing and proposed buildings, the use or the intended use of all areas of the site not covered by buildings including decks, fences, driveways, paved areas, easements, utility lines and major landscaping features including trees, shrubs and planted areas, existing and proposed setbacks from property lines, and those portions of the site which shall be left in their natural state.

APPLICANT INFORMATION:

Applicant Name:

Mailing Address: _____

_____ Postal Code: _____

E-mail address: _____

Telephone: Day: _____ Night: _____

Registered Owners of land (if different from above):

Mailing Address: _____

Telephone: _____ E-mail: _____

LAND INFORMATION:

Address of property to be developed:

Village Street Address: # _____, _____ Drive/Close/Crescent/St

Legal Description: Lot: _____ Block: _____

Registered Plan No: _____ C of T. _____

Existing Zoning and Current Use of Property:

DEVELOPMENT INFORMATION:

Proposed Development Site Plan (Attach further details and a sketch to scale):
This site plan shall be drawn to scale and shall clearly show site boundaries, lot dimensions and area, the location of existing and proposed buildings, the use or the intended use of all areas of the site not covered by buildings including decks, fences, driveways, paved areas, easements, utility lines and major landscaping features including trees, shrubs and planted areas, existing and proposed setbacks from property lines, and those portions of the site which shall be left in their natural state.

Estimated start date: _____ Year _____

Estimated completion date: _____ Year _____

Estimated value of project/construction: _____

Application Declaration

The Applicant represents and warrants to the Summer Village of Burnstick Lake that the information contained in this application and the dimensions shown on the plans submitted with this application are true and correct. The Applicant also represents and warrants that he acknowledges the Village’s Development Permit process as outlined in its Land use Bylaws and Provincial building regulatory processes.

I, _____ hereby certify that I am the
(print name)

Registered Owner or I am the applicant and authorized to act on behalf of the Registered Owner.

Applicant _____ Date_
(signature)

Right of Entry Signature

In accordance with the Municipal Government Act, I hereby authorize the Designated Officers of the Summer Village of Burnstick Lake to enter upon the land for the purpose of conducting a site inspection in connection with my development permit application.

Registered Owner or I am the applicant and authorized to act on behalf of the Registered Owner.

Applicants’ Signature

Freedom of Information

I understand that this application and accompanying information is public record that is accessible by the public. Upon request to the Town this application and file documentation will be made available for viewing.

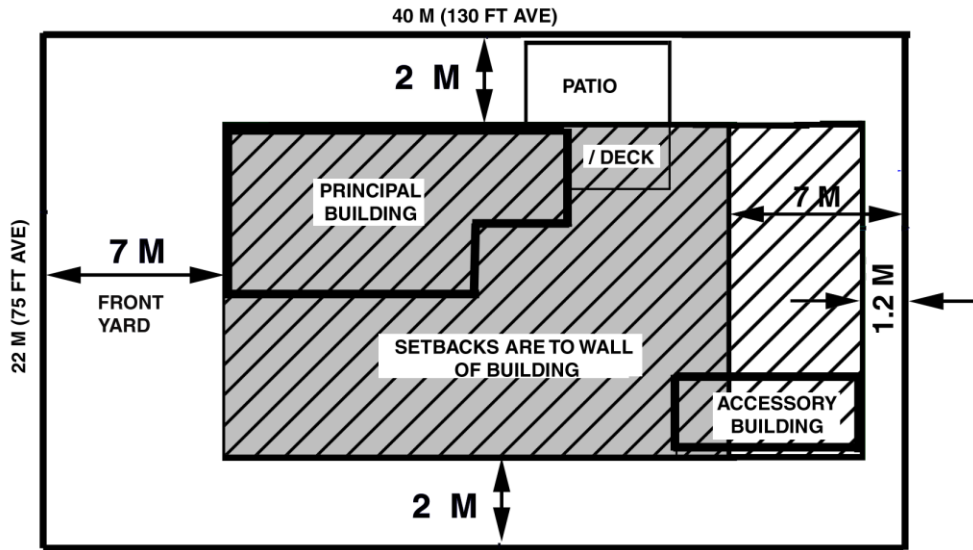
Applicants’ Signature



PLEASE CHECK ONE:

The following cheque is enclosed (and made out to Summer Village of Burnstick Lake)

_____ \$1,000 Partially Refundable Fee shall accompany applications for new homes or significant additions, garages, etc (Any refund subject to Village Council Policy) **OR**
_____ \$150 Non Refundable Fee shall accompany the application for minor renovations.

YARD SETBACK ILLUSTRATION



-  PRINCIPAL BUILDING ENVELOP
-  ACCESSORY BUILDING ENVELOP

