



# Summer Village of Castle Island

Box 8,  
Alberta Beach A B T0E 0A0  
Telephone: 780-967-0271  
Email: svcastle@telus.net

## APPLICATION FOR DEVELOPMENT PERMIT

DEVELOPMENT OFFICER MAY REQUIRE UP TO 45 DAYS TO PROCESS

I HEREBY MAKE APPLICATION UNDER THE PROVISIONS OF THE LAND USE BYLAW FOR A DEVELOPMENT PERMIT, IN ACCORDANCE WITH THE PLANS AND SUPPORTING INFORMATION SUBMITTED HEREWITH AND WHICH FORM PART OF THIS APPLICATION.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Work: \_\_\_\_\_ Home: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Registered Owner: \_\_\_\_\_

Mailing Address (if different from registered owner) \_\_\_\_\_

Interest of Applicant (if not the registered owner) \_\_\_\_\_

Legal Description:

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Municipal Address: \_\_\_\_\_

Description of proposed development:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated cost of development: \_\_\_\_\_

Estimated commencement date: \_\_\_\_\_ Estimated completion date: \_\_\_\_\_

Lot width: \_\_\_\_\_ Lot length: \_\_\_\_\_ Area of site: \_\_\_\_\_

Area of existing development: \_\_\_\_\_ Area of proposed development: \_\_\_\_\_ Total% of site coverage \_\_\_\_\_

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**Principal Building/Addition:**    **Proposed**

**Bylaw Requirements**

**Conforms**  
**(Yes or No)**

Front Yard Setback: \_\_\_\_\_

> or = 8.0 M

\_\_\_\_\_

Lake Front Yard Setback: \_\_\_\_\_

> or = 8.0 M

\_\_\_\_\_

Rear Yard Setback: \_\_\_\_\_

> or = 6.0 M

\_\_\_\_\_

Side Yard Setback: \_\_\_\_\_

> or = 2.0 M

\_\_\_\_\_

Side Yard Setback: \_\_\_\_\_

> or = 2.0 M

\_\_\_\_\_

Floor Area: \_\_\_\_\_

> or = 55 M<sup>2</sup>

\_\_\_\_\_

Height of Building: \_\_\_\_\_

2 stories not to exceed 10 M

\_\_\_\_\_

**Accessory Building:**    **Proposed**

**Bylaw Requirements**

**Conforms**  
**(Yes or No)**

Front Yard Setback: \_\_\_\_\_

> or = 8.0 M

\_\_\_\_\_

Lake Front Yard Setback: \_\_\_\_\_

> or = 8.0 M

\_\_\_\_\_

Rear Yard Setback: \_\_\_\_\_

> or = 3.0 M

\_\_\_\_\_

Side Yard Setback: \_\_\_\_\_

> or = 2.0 M

\_\_\_\_\_

Side Yard Setback: \_\_\_\_\_

> or = 2.0 M

\_\_\_\_\_

Floor Area: \_\_\_\_\_

< or = 11 M - < 30% of lot covered by floor area

\_\_\_\_\_

Height of Building: \_\_\_\_\_

< or = 2.4 M

\_\_\_\_\_

Height of Boat House: \_\_\_\_\_



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### IMPORTANT NOTES

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1. All storage sheds and small accessory buildings must be located in the rear half of the property, regardless of the size.
  2. The front yard of the property is considered to be the yard adjacent to the road except in the case of lake front properties where the front yard faces the lake. Where the front yard faces two roads, the front yard is the property adjacent to the road on which other adjacent properties are located.
  3. Where the development requires a driveway or entrance, the owner must provide and install a culvert in the size and shape that is approved by the municipality.
  4. In addition to completing this application in its entirety, an Application for a Development Permit shall be accompanied by the following information and documents, where relevant:
    - a) a lot plan at scale to the satisfaction of the Development Officer showing the size and the shape of the lot, the front, rear and side yards, and any provisions for off-street loading and vehicle parking, access to the site, and the location of public utilities, water bodies and treed areas;
    - b) a scaled floor plan and elevations where construction is proposed;
    - c) at the discretion of the Development Officer, an acceptable Real Property Report as proof of location of existing development, before the Development Permit is issued;
    - d) shall require to submit a real property report completed by an Alberta Accredited Land Surveyor when the development is completed. This is to ensure the developments completed on the said property meet the setbacks outlined in the Land Use Bylaw as well as the drawing submitted at the time of applying for the development permit. The Real Property Report shall be required and any development where the setbacks are being altered. Real Property Report must be supplied no greater than after 60-120 days after the development is completed, or at the discretion of the Development Officer;
    - e) a copy of the Duplicate Certificate of Title indicating ownership and encumbrances;
    - f) if the applicant is not the registered owner, a written statement, signed by the registered owner consenting to the application and approving the applicant as the agent for the registered owner.
  5. Where a decision on this application is not made within forty (40) days of the date of acceptance you may
    - a) Consider this development application to be REFUSED by the Development Officer and appeal this decision to the Development Appeal Board within fourteen (14) days of the date of refusal by contacting: (780)418-8348; or
    - b) Obtain and complete an extension agreement available from the Development Officer to extend the forty (40) day decision period specified to allow the Development Officer additional time to reach a decision.
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7. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT NOTICE

Please be advised that the Development Authority gathers the information contained in this application for the purpose of rendering a decision on your application. For this purpose, your application may be forwarded to the following people/organizations;

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- Adjacent landowners
  - Municipal Assessment Services for Assessment purposes
  - Utility Companies
  - Adjacent Municipality Municipal Offices (if applicable)
  - Government Departments
  - Statistic Canada
  - Other organizations as determined by the Development Officer
  - Local newspapers for public advertisement

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Under the authority of sections 606, 640(1), 653(4) of the Municipal Government Act Chapter M26.1, RSA2000, and the Subdivision and Development Regulation 212/95 I/we \_\_\_\_\_ have no objections to the above stated procedures being used in the review and decision making process for this application.

Signature(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

For information contact: Wendy Wildman, FOIP Administrator, Box 8, Alberta Beach AB T0E 0A0 Telephone: 780-967-0271

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6. Every Application for a Development Permit shall be accompanied by a non-returnable processing fee as follows:

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Authorization and right of entry:

I/We, \_\_\_\_\_, am/are the registered owner, or the agent for the registered owner, authorized to act on behalf of the registered owner, and the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the relation to this application for a Development Permit.

I also consent to an authorized person(s), designated by the Municipality, to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application and completion of the proposed development.

Signature(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

