

Town of Crossfield

1005 Ross Street, Box 500 Crossfield, AB T0M 0S0

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DEVELOPMENT PERMIT APPLICATION

NOTE: THIS IS NOT A BUILDING PERMIT

TO BE COMPLETED BY PERMIT APPLICANT

Application Date:		Town File #:
Applicant:		
Phone:	(Alternate):	Fax #:
Email:		
Mailing Address:		Postal Code:
Registered Owner of Land: (if applicant is other than owner)		
Mailing Address:	Same: ____	Other:

PROJECT INFORMATION

Address of Property (Municipal Address):

Legal Description:	Lot _____ Block _____ Reg. Plan No. _____
	All or part of the _____ ¼ Sec. _____ Township _____ Range _____
Tax Roll #:	Land Use District:
Existing use of land or building:	
Estimated date of commencement:	
Estimated date of completion:	
Applicable Area Structure Plan/Area Redevelopment Plan:	

TYPE OF PROJECT:

- Construction/addition/renovation (*see section below*)
- New business in existing building or change of use (*see section below*)
- Bylaw Relaxation/Variance
- Fence Permit
- Shed/garage permit. Size of garage shed: _____
- Sign permit

DESCRIPTION OF THE PROPOSED BUSINESS OPERATIONS/WORK

(Describe in as much detail as possible what the proposed business operations are including, any construction or altered with the site, storage, parking etc.):

CONSTRUCTION / ADDITION / RENOVATION	NEW BUSINESS IN EXISTING BUSINESS (CHANGE OF USE)
<p><i>Proposed Setbacks:</i> Front: _____ Left Side: _____ Right Side: _____ Rear: _____</p> <p>Area of site: _____ Area of Building: _____</p> <p>% of site coverage for Principal Building: _____</p> <p>Height of Building: _____ No. of Parking _____</p> <p>Stalls provided (off street): _____</p> <p>No. of loading stalls: _____</p> <p>Garbage container on site: yes/no</p> <p>Color Scheme: _____</p>	<p>No. of employees: _____</p> <p>No. of parking spaces provided: _____</p> <p>Hours of operation: _____</p> <p>Days of operation: _____</p> <p>Garbage container on site: Yes/No</p> <p>Hazardous material on site: Yes/No (if yes please describe): _____ _____ _____</p>

I/We hereby make application under the provisions of the Land Use Bylaw section 4.1 for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.

Signature of Applicant: _____

Signature of Registered Owner: _____

IMPORTANT NOTICES

- More information on the development permit process can be found in the **Development Permit FAQ** on the Town's Website.
- This application **does not** permit the commencement of construction on the site until a decision has been made and a permit has been released regarding the proposed development by the Development Officer or Municipal Planning Committee.
- A **Building Permit** may also be required for any development on the site.

PLEASE REMEMBER TO ATTACH YOUR APPLICATION CHECKLIST, APPLICATION FEE, SITE PLAN AND OTHER SUPPORTING MATERIAL TO YOUR APPLICATION.

INCOMPLETE APPLICATIONS WILL NO BE PROCESSED

FOR OFFICE USE ONLY

Application No.: _____

Statement of Decision:

Approved by: MPC / DO / SDAB (with conditions attached on separate cover)
Date: _____

Refused by: MPC / DO / SDAB (with conditions attached on separate cover)
Date: _____

Tabled by: MPC / DO / SDAB (with conditions attached on separate cover)
Date: _____

Date of Permit Decision: _____

Date of Permit Release: _____

DEVELOPMENT OFFICER/ASSISTANT DEVELOPMENT OFFICER: _____