



**VILLAGE OF LONGVIEW  
Land Use By-law No. 184  
DEVELOPMENT PERMIT**

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

DP # \_\_\_\_\_ Roll # \_\_\_\_\_ Date Received: \_\_\_\_\_  
Fees: \$ \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_ Value of Construction: \_\_\_\_\_

Applicant (Print Name): \_\_\_\_\_

Mailing Address: P.O. Box # \_\_\_\_\_

Postal Code: \_\_\_\_\_

Tel. No. \_\_\_\_\_ Fax. No. \_\_\_\_\_ e-mail: \_\_\_\_\_

Registered Owner of Land: \_\_\_\_\_

Mailing Address: P.O. Box # \_\_\_\_\_

Postal Code: \_\_\_\_\_ Tel. No. \_\_\_\_\_ Fax No: \_\_\_\_\_

Civic Address of Property: \_\_\_\_\_

Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Plan No. (Quarter Section) \_\_\_\_\_

Existing use of Land or Building: \_\_\_\_\_

Proposed Development or Use: \_\_\_\_\_

Estimated Commencement Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

Other Supporting Material Attached (site plan, building plans): \_\_\_\_\_

**Upon receipt of this completed application, fee and any required background or accompanying material, the Development Authority has up to 40 days to process the application, during which time the Development Authority may refer to other agencies and may exercise their discretion to either approve or refuse the application.**

**Note: This is not a building permit; applicable building, gas, electrical, and plumbing permits must be obtained prior to commencing any renovation or new construction. You are requested to contact Alberta Permit Pro at 403-219-3577 for obtaining your building, electrical and plumbing permits.**

**Application Signature**

The Applicant represents and warrants to the Village of Longview that the information contained in this application and the dimensions shown on the plans submitted with this application are true and correct.

I, \_\_\_\_\_ hereby certify that I am the Registered  
(print name)

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 Village of Longview 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

**DECISION**

Date of Decision \_\_\_\_\_ Notice Date (If Applicable) \_\_\_\_\_

- Approved without condition(s)
- Approved Subject to attached condition(s).
- Refused for the attached reason(s).

Date of Issuance of Development Permit \_\_\_\_\_

**Designated Officer** \_\_\_\_\_

**NOTE: Upon issuance of this Development Permit, the approved development must commence within 1 year and must be completed within 2 years from the date of issuance, unless a time extension is applied for and granted.**

**SUPPORTING DOCUMENTATION**

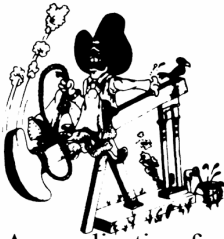
<b>CONTRACTORS LIST</b>		
<b>DISCIPLINE</b>	<b>NAME</b>	<b>PHONE UMBER</b>
<b>BUILDING</b>		
<b>PLUMBING</b>		
<b>GAS</b>		
<b>ELECTRICAL</b>		
<b>H.V.A.C.</b>		
<b>SURVEYOR</b>		
<b>GEOTECHNICAL</b>		

**FEES**

<b>Development Application:</b>	<b>\$250.00</b>	<b>Performance Security</b>	
<b>Administration Fee:</b>	<b>\$250.00</b>	<b>Accessory Buildings</b>	<b>\$500.00</b>
<b>Temporary Water Service:</b>	<b>\$143.50</b>	<b>Single Family Dwelling</b>	<b>\$1000.00</b>
<b>Water Meter:</b>	<b>\$158.50</b>	<b>Commercial/Industrial</b>	<b>\$2500.00</b>
<b>Business License</b>	<b>\$100.00</b>		
<b>Subcontractor License</b>	<b>\$100.00</b>		

**FEE CALCULATION:**

<b>Development Application</b>	<b>\$250.00</b>
<b>Administration Fee</b>	<b>\$250.00</b>
<b>Performance Security</b>	
<b>TOTAL</b>	



## VILLAGE OF LONGVIEW APPLICATION REQUIREMENTS

An application for a Development Permit shall be completed and submitted to the Development Authority on the prescribed form signed by the owner or authorized agent, and accompanied by the following minimum information.

1. THREE (3) sets of plans, preferably drawn to scale or fully dimensioned, on letter or tabloid (11 x 17) size, showing:
  - (a) Legal description of the site and north arrow;
  - (b) Dimensions of the site;
  - (c) Floor plans, elevation (building) views, and exterior finishing material;
  - (d) Utilities, site drainage, existing and proposed site grades, in relation to the top of curb or sidewalk and lot corners;
  - (e) The height, dimensions, and relationship to property lines of all existing and proposed buildings and structures including retaining walls, trees, landscaping, curbs, gutters, sidewalks and other physical features;
  - (f) On applications for multi-family, commercial, industrial, recreational and institutional uses:
    - Loading and parking provisions
    - Access locations to and from the site
    - Garbage and storage areas and the fencing and screening proposed for same
    - Location and approximate dimensions of all existing and proposed trees, shrubs, parks, playgrounds, etc.
    - Information describing any noxious, toxic, radioactive, flammable or explosive materials proposed
  
2. On applications for signs, a replica of the proposed sign drawn to scale or measurements provided.
  
3. Copy of title and encumbrances (other than mortgages) registered on property such as covenants and rights of way or easement agreements.

### Sample Site Plan:

