



Village of Rosemary

Phone: 403 378-4246 Fax: 403 378-3144
Box 30 Rosemary, AB T0J 2W0
Rosemary.cao@eidnet.org www.rosemary.ca

Development Permit Application Form

FEES: \$60 / \$125 / \$200 (circle one)

File #

Applicant: Telephone:

Mailing Address: Postal Code:

Interest of Applicant if not Owner of Property:

Registered Owner of Property: Letter of Consent:

Email Address:

Property Address:

Lot(s) Block Plan Tax Roll #

Existing use of Land or Building:

Proposed Development:

Estimated Value of Development: \$

Proposed Setbacks (m): Front Yard: RH Side: LH Side: Rear Yard:

Estimated Commencement Date:

Estimated Completion Date:

Other Supporting Material Attached:

Application Signature:

I, hereby certify that I am the Registered Owner or am the
Print Name
applicant and authorized to act on behalf of the Registered Owner.

Owner / Applicant

Date

Right of Entry Signature

In accordance with the Municipal Government Act, I hereby authorize the Village of Rosemary to enter my land for the purpose of conducting a site inspection in connection with my application for development approval.

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

Owner's Signature

Freedom of Information

I understand that this application and accompanying information is public record that is accessible by the public. This application will be made available for viewing on request in the Village office. This personal information is being collected under the authority of the Municipal Government Act and will be used only for the purposes for which it is being collected.

Applicant Signature

Condominium Corporation 1610672 Release - *for Roseglen Rural Estates Development Only*

In Accordance with the Condominium Act of Alberta, Articles of Incorporation and Bylaws governing Condominium Corporation 1610672, I hereby authorize this project outlined in this development. I, the undersigned, have the authority to represent Condominium Corporation 1610672 in this matter.

Condominium Corp 1610672 Designate

Name/Position

Upon receipt of this completed application and any required background or accompanying material, the Village has up to 40 days to process the application, during which time the Development Officer may exercise his/her discretion to approve/refuse or refer the application to the Village Council for their approval/refusal.

Note: This is not a building permit: applicable building, gas, electrical, and plumbing permits must be obtained prior to taking occupancy or commencing construction from Superior Safety Codes.

For Office Use Only

DECISION

Development must commence within _____ months of the date of approval of the application and must be completed within _____ years, or the approval will be deemed to be expired.

(Note: All applicable conditions as set out in the approval must be met prior to the issuances of a Development Permit)

Date of Decision _____ Notice of Posting Date _____

Approved without condition(s) _____ Approved subject to attached condition(s) _____

Refused for the attached reasons _____

Date of Issuance of Development Permit

Designated Officer

Village of Rosemary

**REQUIREMENTS TO ACCOMPANY
DEVELOPMENT PERMIT APPLICATIONS**

1. Application Form

Be as detailed as possible when completing the application form.

The following must be included:

- a) Size of proposed and/or existing building(s) and proposed and/or existing use(s)
- b) Copy of house plan (including floor plans and elevations), deck plans, and/or accessory building plans, if applicable.
- c) Provisions for fencing and/or screening
- d) Any other pertinent information specific to your application

2. Site Plan

Must be neatly drawn and preferably to scale on letter size paper if possible

Must include the following:

- a) Indicate "north" with an arrow
- b) Legal description
- c) Property boundaries and parcel dimensions
- d) The front, rear, and side yards
- e) Access points
- f) Location of easements & rights-of-way
- g) Off-street loading and vehicle parking
- h) Landscaping

3. Authorization

A letter or signature of the registered landowner is required on the Development Permit application to allow the application for development.

4. Copy of the Certificate of Title

A current copy of the Certificate of Title (deed), dated **not more than 30 days prior** to the date on which the application is made. Please contact the Development Officer before ordering the Certificate, as the Village may have a current copy on file.

5. Application Fee

A non-refundable fee, payable to the Village of Rosemary must be paid at the time the application is made. Permitted development fees are:

- \$60 for decks, pools, garages, and accessory buildings
- \$125 for homes & additions
- \$200 for non-residential developments OR discretionary residential developments