



P.O. Box 6960, Wetaskiwin, AB T9A 2G5  
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# Development Permit Application General Application Form

**APPLICANT AND REGISTERED OWNER INFORMATION**

<b>Applicant name(s):</b>		<b>Phone:</b>	
<b>Mailing address:</b>			
<b>Town/city:</b>		<b>Postal code:</b>	
Is the applicant(s) also the registered landowner? <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Registered landowner name(s):</b>	

**LAND INFORMATION- LEGAL LOCATION OF PROPERTY MUST BE PROVIDED**

<b>1/4</b>		<b>Section</b>		<b>Township</b>		<b>Range</b>		<b>W of <input type="checkbox"/> 4 or <input type="checkbox"/> 5 Meridian</b>	<b>Subdivision/Hamlet</b>
<b>Lot</b>		<b>Block</b>		<b>Plan</b>		<b>Rural Address (Blue Sign)</b>			

**PROPOSED STRUCTURES AND OR USE(S) BEING APPLIED FOR (CHECK ALL THAT APPLY)**

<p>Accessory Building(s) or Structure(s)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Shed</li> <li><input type="checkbox"/> Detached Garage</li> <li><input type="checkbox"/> Shop</li> <li><input type="checkbox"/> Sea-Can</li> <li><input type="checkbox"/> Greenhouse</li> <li><input type="checkbox"/> Deck (over 0.6 m (2 ft) in height)</li> <li><input type="checkbox"/> Fence (Over 1.8 m (6 ft) in height)</li> <li><input type="checkbox"/> Gazebo</li> <li><input type="checkbox"/> Hot Tub</li> <li><input type="checkbox"/> Moved on Structure: (Year Built: <input style="width: 50px;" type="text"/>)</li> <li><input type="checkbox"/> Other:</li> <li><input type="checkbox"/> Addition to Accessory Building</li> </ul> <p>Agriculture Building(s):</p> <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/>	<p>Dwelling: <input type="checkbox"/> 1<sup>st</sup> <input type="checkbox"/> 2<sup>nd</sup> <input type="checkbox"/> Other: _____</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Detached (stick built)</li> <li><input type="checkbox"/> Moved-In (Year Built: <input style="width: 50px;" type="text"/>)</li> <li><input type="checkbox"/> Modular (For previously used/occupied - CSA Certification must be submitted with application)</li> <li><input type="checkbox"/> Mobile (For previously used/occupied - CSA Certification must be submitted with application)</li> <li><input type="checkbox"/> Dwelling, Communal</li> <li><input type="checkbox"/> Addition to Dwelling</li> </ul> <p><b>Note: Per Land Use Bylaw 2024/66 Section 9.6.3 (c) previously used/occupied dwellings require security in the amount of \$5000 to be submitted to the County as security before a Notice of Decision will be approved. Payment will be refunded in full, once proof that all requirements under Section 9.6.1 and 9.6.2 are complete and met to the satisfaction of the Development Authority.</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Recreational Unit, Personal Use &amp; Storage (Residential Recreation District only where there is no permanent dwelling)</li> <li><input type="checkbox"/> Other:</li> </ul>
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**ESTIMATED COST OF DEVELOPMENT:**  
\$

**DEVELOPMENT DETAILS – LIST ALL NEW AND EXISTING STRUCTURES ON PROPERTY WITH SQUARE FOOTAGE**

<b>Structure Type &amp; Total Square Footage: Measurements indicated are in: <input type="checkbox"/> ft<sup>2</sup> <input type="checkbox"/> m<sup>2</sup></b> <i>*Each structure must be listed</i>	<b>Total Combined Square Footage</b>
<b>New:</b>	
<b>Existing:</b>	

*The personal information collected through the General Application Form is for the sole purpose of the Development Permit Process. This collection is authorized by Section 4(c) of the Protection of Privacy Act (POPA). For questions about the collection of personal information, please contact the County of Wetaskiwin Privacy Officer at: email [legislativeervices@county10.ca](mailto:legislativeervices@county10.ca); telephone 780.352.3321; send post mail to Box 6960 Wetaskiwin AB T9A 2G5, or visit in person at 243019A Hwy.*

**RURAL ADDRESSING (Blue Sign)**

**Do you have a rural address sign?**  Yes  No  
 Yes, but adding additional residence

If you are developing a new site without rural addressing or adding additional residences, you must obtain an addressing sign at the time of application.

**PROXIMITY TO PIPELINE**

**Is your property within 100 m of a Gas or Oil well or 1.5 km of a Sour Gas Pipeline?**  Yes  No  Unsure

**Please Note:** In accordance with the County of Wetaskiwin's process and *Section 12(1)* of the Municipal Government Act (MGA) Matters Related to Subdivision and Development Regulation which states:

*12(1) [...] a development application for a development that results in a permanent dwelling, public facility or unrestricted country residential development, as defined by the AER, to the AER if any of the land that is subject to the application is within 1.5 kilometres of a sour gas facility or a lesser distance agreed to, in writing, by the AER and the subdivision authority.*

**AUTHORIZATION ACKNOWLEDGEMENT**

By signing this application, I/we:

- understand that the proposed development shall not commence unless a development permit has been issued;
- understand that the application may be refused if the development does not conform to all aspects of the Land Use Bylaw;
- hereby authorize representatives of the County of Wetaskiwin No. 10 to enter the above-described lands with respect to this application only;

**ALL Landowners on title must sign below.**

\_\_\_\_\_  
 Name of Authorized Applicant(s)

\_\_\_\_\_  
 Signature of Authorized Applicant(s)

**A Development Permit is not a Building Permit.**

For Safety Codes Permits including Building, Plumbing, Gas and Electrical Permits, please contact Superior Safety Codes in Edmonton 780-489-4777 or Red Deer 403-358-5545.

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## Development Permit Checklist

### PLEASE SUBMIT THE FOLLOWING ITEMS WITH YOUR APPLICATION:

*Note: Applications are not considered complete until all required information and fees are provided. Incomplete or illegible applications may be returned to the applicant. Fees will be determined once the application is complete.*

	<b>Completed Application Form:</b> Ensure all sections are filled out.
	<b>Site Plan:</b> <i>Note:</i> You may refer to the FAQ section on the Planning and Development page of the County website for guidance on using the <a href="#">County Interactive Map</a> to determine property dimensions and measure distances from structures to property lines. <b>Detailed below.</b>
	<b>Drawings or Image of Proposed Structure(s):</b> Showing structural appearance, and dimensions.
	<b>Detailed Floor Plans:</b> as required for the project (indicate if the structure is an open-floor plan).
	<b>Signatures:</b> ALL landowners on title <u>must</u> be listed on the application form and sign the application.
	<b>Payment:</b> Development permit fees and any applicable fees related to the proposed development. <b>*Payment will be determined when application is received by the Development Officer.</b>

*Please refer to Section 10.6 of the Land Use Bylaw 2024/66 for any additional information that may be required by the Development Officer. You will be contacted by the Planning Development Department if further details are needed.*

### If applicable, please include the following:

	<b>Registered Owner Authorization Form:</b> Required if the registered owner is not the applicant (e.g., contractor, purchaser of the property, anyone not listed on Title). The form must be signed by all current landowners. If the property was recently purchased, a Purchase Agreement or any document confirming you as the new landowner will be required.
	<b>Rural address sign Request:</b> To request a Rural Addressing Sign Application, please email <a href="mailto:wpermits@county10.ca">wpermits@county10.ca</a> or you may obtain a copy from the County website or front counter of the Administration County Office.
	<b>Variance Request Form:</b> If you need a variance to a property line, please contact <a href="mailto:wpermits@county10.ca">wpermits@county10.ca</a> to request a Variance Request Application. Please note that a variance will trigger a 21-day appeal period before the permit is approved.
	<b>Off-site Sewer Levy Requirement:</b> A one-time off-site levy fee of \$2,034.00 is required for development in the designated area to help fund the capital costs of new or expanded sanitary sewer facilities. This fee must be paid in full before your development permit is issued. For more details and to determine if your property is in the affected areas, please visit the County website: <a href="http://www.county.wetaskiwin.ab.ca">www.county.wetaskiwin.ab.ca</a> .

### SITE PLAN MUST INCLUDE:

	Legal Land Description or Rural Address
	North Arrow
	Distance from all building and structures (proposed and existing) to <u>ALL</u> property lines (Front, side and rear)
	Label adjacent roads and approach access
	Location of water, water well and wastewater (Septic) services
	Any buildings or structures that are to be removed, demolished or re-located to accommodate the proposed development.

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# Registered Owner Authorization Form

## AUTHORIZATION LETTER

I/We, \_\_\_\_\_  
*[Registered Landowner's Full Name(s)]*

as the registered owner(s) of the property located at \_\_\_\_\_  
*[Legal Land Location or Blue Sign Address]*

Hereby authorize \_\_\_\_\_ *[Applicant's Full Name]*  
 to act as my agent in submitting and managing the development permit application for the property listed above.

This includes, but is not limited to:

- Preparing and submitting the required application materials,
- Representing me at any meetings, hearings, or discussions related to the permit application,
- Communicating with municipal authorities or any other parties involved in the permitting process,
- Signing any necessary documents related to the development permit.

I/We acknowledge that by authorizing *Applicant* they will have the authority to take all actions necessary to facilitate the application process on my behalf.

This authorization will remain in effect for the duration of the permit application process, unless explicitly revoked by me in writing.

**ALL Landowners on title must sign below.**

\_\_\_\_\_  
 Signature of Landowner

\_\_\_\_\_  
 Date Signed

\_\_\_\_\_  
 Signature of Landowner

\_\_\_\_\_  
 Date Signed

Landowner Contact Information:  Note: A copy of the Development permit will be emailed to the Authorized Applicant and Landowner.	Phone:
	Email:
	Mailing:

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