APPLICATION FOR DEVELOPMENT PERMIT

Application #: _____

Roll #: _____

For Construction ☐ Other ☐ (*please specify*) _____

I/We hereby make application under the provisions of By-Law 7-08-LU and 13-91-BLDG for a permit in accordance with supporting information provided which forms a part of this application:

Applicant: _____ Phone: _____

Mailing Address: _____

Email Address: _____

Legal Land Description: _____

If applicable: Lot _____ Block _____ Plan _____ Acres: _____ Zoning: _____

Blue Sign (Municipal Address): _____

Registered Owner of Property: _____ Phone: _____

Mailing Address: _____

Proposed Development: _____

_____

_____

Proposed Use: _____

_____

Estimated date of commencement: _____ Estimated date of completion: _____

Signatures: _____

Applicant(s)

_____

Landowner

Date: _____

PLANS

Submit a **detailed SITE PLAN** (see page 2 for sketch area) showing accurate measurements from the building to the property lines. Include stamped/engineered house plans, garage plans or documentation relevant to the application. Further details as required on a case by case basis may be requested.

PAYMENT

Application fee of $26.00 [Cash, Debit, Cheque, or electronic funds transfer to payments@ponokacounty.com] *Credit cards are accepted online only via Option Pay *service fees apply. Visit www.ponokacounty.com/taxation for payment link).* A Development Permit Application is not submitted until payment is received.

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Application #: _____

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PLEASE COMPLETE A SITE PLAN SHOWING ACCURATE DISTANCES FROM DEVELOPMENT TO PROPERTY LINES.

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SUBMIT COMPLETE & SIGNED APPLICATION IN PERSON OR VIA EMAIL TO ponokacounty@ponokacounty.com

The personal information collected through this form is for the purpose of processing applications – including eligibility, review and communication of decisions. This collection is authorized by section 4(c) of the Province of Alberta *Protection of Privacy Act* and the information collected will also be subject to the *Access to Information Act*.

OFFICE USE ONLY:

Application Fee - $26.00	Receipt No.	Date of payment: