



APPLICATION FOR DEVELOPMENT PERMIT FOR AN OCCUPATION OR BUSINESS

Application #: _____

Roll #: _____

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(s) of Property: _____ Phone: _____

Mailing Address: _____

Proposed Occupation or Business (*describe in detail & attach any relevant documents*): _____

Number of employees in addition to the applicant: _____

Place of Occupation or Business: Main Floor Basement Garage Other: _____

Submit a **detailed site plan** regarding business operation on-site, see page 2 or attach further pages.

Estimated date of commencement: _____

Signatures: _____

Applicant(s)

Landowner(s)

Date: _____

TO COMPLETE YOUR APPLICATION, SUBMIT PAYMENT:

Application fee of \$25.00 [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).



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PLEASE COMPLETE A SITE PLAN SHOWING ACCURATE DISTANCES FROM DEVELOPMENT TO AT LEAST TWO 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:
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