

Development Application No.: \_\_\_\_\_

### OFFICE USE ONLY

Application Fee: \_\_\_\_\_ ☐ DB ☐ MC ☐ VISA ☐ CHQ ☐ CSH ☐ ONLINE Receipt No.: \_\_\_\_\_ Land Use District: \_\_\_\_\_  
Date Received: \_\_\_\_\_ Rec'd By: \_\_\_\_\_ Deemed Complete: \_\_\_\_\_ DC By: \_\_\_\_\_

### IMPORTANT: THIS IS NOT A BUILDING PERMIT

Any approvals granted regarding this application does not excuse the applicant from complying with the requirements of any Federal, Provincial, or other Municipal legislation or the conditions of any easement, restrictive covenant or agreement affecting the buildings or lands.

### APPLICANT/LANDOWNER INFORMATION

Applicant Name:			Registered Owner Name(s): <i>(If different from Applicant)</i>		
Mailing Address:			Mailing Address:		
City:	Province:	Postal Code:	City:	Province:	Postal Code:
Phone:	Cell:		Phone:	Cell:	
Email:			Email:		

### PROJECT LOCATION

Municipal Address			Roll Number			
Lot:	Block	Plan	Section	Township	Range	Meridian

### PROPOSED DEVELOPMENT

Existing Use of Land or Building(s) on the Property:
Describe Proposed Development:
Project Value:

### SIGNATURE

I/We hereby make application for a development permit under the provisions of the Town of Westlock Land Use Bylaw in accordance with the plans and supporting information submitted herewithin and which forms part of this application.

I/We agree that in the event of a Development Permit being granted for this application, I/We will comply in all aspects with the conditions subject to which it is granted and any Bylaws or legislation pertinent to this application and the proposed development.

I/We understand that any development and construction may not proceed prior to permit issuance and any commencement of development or construction prior to permit issuance is subject to penalties and/or a Stop Work Order.

Applicant Signature	Property Owner Signature
Print Name	Print Name



Applicant: ☐ Owner ☐ Contractor

Application Date: \_\_\_\_\_

Permit Number: 345345-\_\_\_\_\_-B\_\_\_\_\_

Development Permit: \_\_\_\_\_

Construction Value (Labor + Materials: \$ \_\_\_\_\_ Estimated Start Date: \_\_\_\_\_ Estimated Completed Date: \_\_\_\_\_

PROPERTY OWNER INFORMATION					
Owner Name:			Mailing Address:		City:
Province:	Postal Code:	Phone:	Email:		
<p>I hereby declare that I am the owner of the premises in/on which the work will be conducted, and reside on the property. I am doing the work myself, and assume responsibility for compliance with the applicable Act and Regulations</p> <p style="text-align: center;">_____ Owners' Signature</p>					
CONTRACTOR INFORMATION					
Contractor Name:			Mailing Address:		City:
Province:	Postal Code:	Phone:	Email:		
<p>_____ Contractor/Architect/Engineer Name      Signature      Business License Number</p>					

The Permit holder hereby certifies that this installation will be completed in accordance with the Alberta Safety Codes Act & Regulations. Section 25(1) of the Permit Regulations AR 204/2007 of the Safety Codes Act RSZ 20000, Chapter S-1 states "A permit expires if the undertaking to which it applies: (a) is not commenced within 90 days from the date of issue of the permit, (b) is suspended or abandoned for a period of 120 days. This permit expires after 90 days if work has not started and an extension has not been requested. Please note that a one-time ninety (90) day extension can be considered when applied for in writing prior to a permit expiry date.

PROJECT LOCATION						
Municipal Address					Roll Number	
Lot:	Block	Plan	Section	Township	Range	Meridian
PROJECT INFORMATION						
<b>Building Occupancy:</b> <input type="checkbox"/> Single Detached Dwelling <input type="checkbox"/> Semi/Multi-Attached Dwelling <input type="checkbox"/> High Density Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Other: _____		<b>Type of Work:</b> <input type="checkbox"/> New Construction <input type="checkbox"/> Relocation <input type="checkbox"/> Addition <input type="checkbox"/> Renovation <input type="checkbox"/> Demolition <input type="checkbox"/> Manufactured/RTM Home <input type="checkbox"/> Other: _____		<b>Building Area in Sq. Ft:</b> Number of Stories: _____ Main Floor: _____ 2nd Floor: _____ Basement: _____ Garage: _____ Deck: _____ Total Area: _____		<b>New Home Construction Projects Only:</b> NHW#: _____ Provincial Builder License#: _____
Description of Work: _____						

**PLEASE CONTACT  
SUPERIOR  
SAFETY CODES  
FOR  
INSPECTIONS,  
MINIMUM TWO  
WORKING DAYS  
NOTICE.**

OFFICE USE ONLY	
Permit Fee:	SCO Name:
SCC Levy (\$4.50 or 4%): <i>whichever is greater, max. \$560</i>	SCO Signature:
Total:	Designation No.:
<input type="checkbox"/> DB <input type="checkbox"/> MC <input type="checkbox"/> VISA <input type="checkbox"/> CHQ <input type="checkbox"/> CSH <input type="checkbox"/> ONLINE	Permit Issue Date:
Receipt No.:	

PERMIT NO.: \_\_\_\_\_

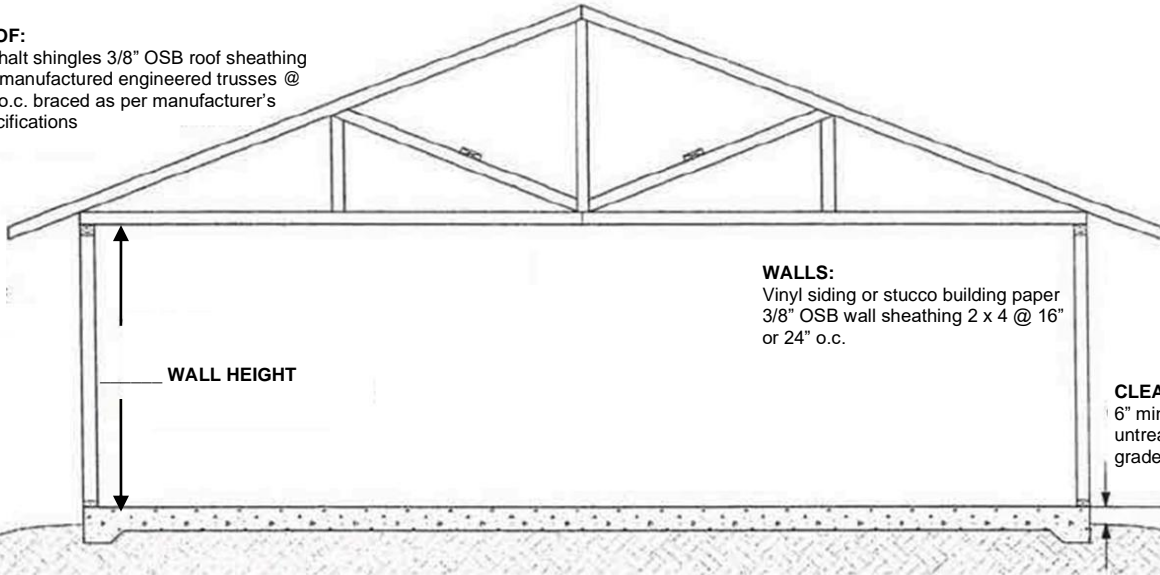
OWNERS NAME: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_

To be completed and attached to the Building Permit Application Form

**ROOF:**

Asphalt shingles 3/8" OSB roof sheathing  
pre-manufactured engineered trusses @  
24" o.c. braced as per manufacturer's  
specifications



**WALLS:**

Vinyl siding or stucco building paper  
3/8" OSB wall sheathing 2 x 4 @ 16"  
or 24" o.c.

**CLEARANCE:**

6" minimum  
untreated wood to  
grade

Please check off construction details as listed below.

**Roofing Material**

- ☐ Asphalt Shingles  
☐ Cedar, Pine Shakes/Shingles  
☐ Metal Roofing  
☐ Other Specify: \_\_\_\_\_

**Wall Sheathing**

Specify: \_\_\_\_\_

**Wall Framing**

Specify: \_\_\_\_\_  
\_\_\_\_\_

**Roof Sheathing**

- ☐ Min. 3/8" OSB or plywood  
**NOTE:** OSB or plywood less than 1/2" requires H clips  
and bridge blocking  
☐ 1/2" OSB or plywood  
☐ Other Specify: \_\_\_\_\_

- ☐ Insulated walls & ceiling

**Overhead Door Beam**

Length: \_\_\_\_\_

Depth: \_\_\_\_\_ # of Plys \_\_\_\_\_

- ☐ Built Up ☐ Engineered

**Roof Framing**

- ☐ Pre-manufactured Engineered Truss  
☐ Roof rafters, ceiling, joists, roof joist  
(provide details)

**Overhead Door**

Door Size: \_\_\_\_\_

**Exterior Finish**

- ☐ Vinyl Siding  
☐ Stucco  
☐ Metal Siding  
☐ Other Specify: \_\_\_\_\_

**Direction of Trusses**

- ☐ Trusses parallel to overhead door opening  
☐ Trusses perpendicular to overhead door  
opening

**Foundation**

- ☐ 4" Slab up to 592 sq. ft.  
☐ Strip footing & 4' frost wall  
☐ Other Foundation (details, engineering)  
☐ On Skids

**NOTE:** Separate permit  
applications are required for the  
installation of electrical, gas  
and/or plumbing in the building.