

To ensure your application is reviewed in a timely manner, please find your project type from the options below for a list of additional submittal requirements. Please ensure all materials submitted are clear and legible.

If you are applying for a commercial, industrial, institutional or multi-unit (>4 units) residential development, please refer to the Non-Residential Development Permit Application Package.

	REQUIRED FOR ALL DEVELOPMENT PERMIT APPLICATIONS							
\checkmark	Required Submittal							
	Completed Application Form							
	Application Fee							
	Applicant and Registered Owner signatures on the Application Form							
	or							
	Signature of Applicant and a Letter of Authorization from the Registered Owner							

	ADDITIONAL SUBMITTALS BY PROJECT TYPE								
ADDITION (INCLUDING COVERED DECK)			SECONDARY SUITE						
\checkmark	Required Submittal	\checkmark	Required Submittal						
	Site Plan (a Real Property Report can be		Site Plan (a Real Property Report can be						
	used) indicating proposed location, size		used) indicating location and stall size of						
	and setbacks to property lines and other		available parking on site						
	buildings on site								
	Drawings of proposed addition		Floor Plan of proposed suite indicating						
			room dimensions and uses, and location						
			of doors and windows						
	UNCOVERED DECK	A	CCESSORY BUILDING (SHED, GARAGE,						
		GAZEBO, ETC.)							
\checkmark	Required Submittal	\checkmark	Required Submittal						
	Site Plan (a Real Property Report can be		Site Plan (a Real Property Report can be						
	used) indicating proposed location, size		used) indicating proposed location, size						
	and setbacks to property lines		and setbacks to property lines and other						
			buildings on site						
	HOME BUSINESS		Accessory Building Details Sheet (separate form)						
\checkmark	Required Submittal		Drawings of proposed building						
	Home Business Supporting Information		(optional) indicating overall height						
	(separate form)								
	NEW HOME CO	ONST	RUCTION						
\checkmark	✓ Required Submittal								
	Surveyor's Plot Plan (Hard Copy or Digital) showing lot elevations, sanity service & storm								
	sewer invert and driveway location								
	Two (2) Hard Copies or Digital Copy of Drawings including floor and elevation plans								
	Proof of New Home Warranty Insurance								
	Proof of Provincial Builder Licensing								

*Separate forms can be obtained on our website or by contacting Planning & Development

Development Permit Application Form

Development Application No.: _

		OFFICE USE ONLY		
Application Fee:		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/LANDOW	NER INFORMATI	ON							
Applicant Name:		Registered Ov	Registered Owner Name(s): (If different from Applicant)						
Mailing Address:		Mailing Address:							
City:	Province:	Postal Code:	City:		Province:	Po	Postal Code:		
Phone:	Cell:	Phone:	Phone: C			Cell:			
Email:		Email:		1					
PROJECT LOCATION									
Municipal Address				Roll Number					
Lot:	Block	Plan		Section	Township	Range		Meridian	
PROPOSED DEVELOPN									
Existing Use of Land or Buildin	g(s) on the Property:								
Describe Proposed Developme	ent:								
Project Value:									
SIGNATURE									
I/We hereby make applicatior supporting information submi I/We agree that in the event o which it is granted and any By	itted herewithin and v f a Development Perr	which forms part of th nit being granted for	his application. this application, I/W	e will comply in a	all aspects with th			·	
I/We understand that any dev construction prior to permit is	elopment and constr suance is subject to p	uction may not proce penalties and/or a Sto	ed prior to permit iss p Work Order.	suance and any c	ommencement o	of develo	opmen	it or	
Applicant Signature		Property Owner Signature							
Print Name			Print Name	rint Name					

The personal information provided by you is being collected under the authority of the Municipal Government Act and will be used for the purposes under that Act. The personal information that you provide may be made public, subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection, use, and disclosure of this information, please contact the FOIP Coordinator at the Town of Westlock at 780-349-4444.

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oplicant:]Owner] Contractor				Permit	Number: 3	45345	В
oplication Date:						Develo	pment Peri	nit:	
nstruction Value ((Labor + Materials: <u>\$</u>			Estimated Start Date	e:	Es	timated Compl	eted Date:	
PROPERTY OW wner Name:	NER INFORMATIO)N		Mailing Address:				City:	
ovince:	Postal Code:	Phon	ne:		Email:			I	
	am the owner of the preipplicable Act and Regulat		ie wor	k will be conducted, an			0	myself, and assu	me responsibility fo
	INFORMATION		_			Owners' Signa	iture		
ontractor Name:	INFORMATION		1	Mailing Address:				City:	
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The personal information provided as part of this application in collected under the Safety Codes Act and the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act.



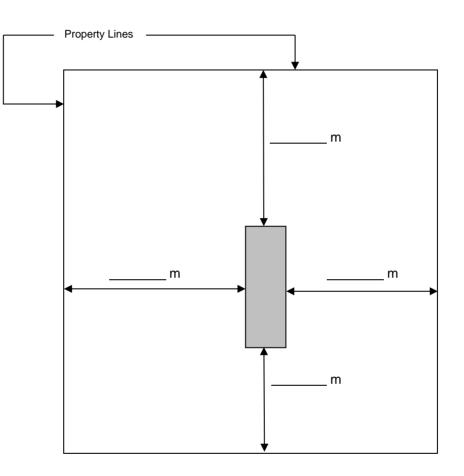
MANUFACTURED HOMES "SITING AND ADDITION CHECKLIST" PAGE 1

PERMIT NO.:_____

OWNERS NAME: _____

PROJECT LOCATION:

SITE PLAN:



LABELS: (See Standata 19-BCV-002)

CSA Label #:
AMA Label (if built prior to December 16, 2019) #:
Year of Manufacture:
Model / Serial #:

If the home does not have a CSA number, then a full Engineer's report will be required to certify the structure.

Calgary Edmonton Lloydminster Red Deer Lethbridge 25, 2015 - 32 Avenue NE 100, 14535-118 Avenue Unit 2, 1724 - 50 Avenue 3, 6264 - 67A Street 422 North Mayor Magrath Drive Ph: 403-717-2344 Ph: 780-489-4777 Ph: 780-870-9020 Ph: 403-358-5545 Ph: 403-320-0734

T2E 6Z3

T5L 2M7

T9V 0Y1

T4P 3E8

T1H 6H7

Fax: 403-717-2340 Fax: 780-489-4711 Fax: 780-870-9036 Fax: 403-358-5085 Fax: 403-320-9969

 40
 Toll Free Ph: 1-888-717-2344

 11
 Toll Free Ph: 1-866-999-4777

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 85
 Toll Free Ph: 1-888-358-5545

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 Toll Free Ph: 1-877-320-0734

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Toll Free Fax: 1-866-358-5085