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## Development Permit Application Information

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### Before You Start:

- Contact the Development Officer (694-3793) for a copy of the Land Use Bylaw.
- You are encouraged to refer to the Land Use Bylaw as a guide to the Regulations that the Development Officer must enforce. A copy is always available for your inspection at the County Office during business hours (8:15 AM - 4:30 PM Monday - Friday).
- This application form requires you to provide certain information in order that the County can make an informed decision. Failure to do so will result in process delays. If you require assistance with the application, contact the Development Officer for help.
- This form must be signed by the registered owner of the property subject to this application or an authorized person acting on the owners behalf.
- Please use metric measurement when providing written or mapped information.
- Please print or type information wherever possible.
- Submit your completed development application together with an application fee. The current fees are as follows:
  - **Development Permit Application** **\$50 for first \$50,000 in value  
\$20 for each addition \$50,000 value  
to a maximum \$2000 application fee.**
  - **Development Permit Appeal** **\$100 (reimbursed if appeal successful)**
  - **Application to Amend Land Use Bylaw** **\$100**

For more information please contact the Development Officer at:

Birch Hills County  
Box 157  
Wanham, AB T0H 3P0  
Telephone: 694-3793  
Fax: 694-3788  
E-mail: [cao@birchhillscounty.com](mailto:cao@birchhillscounty.com)



Applicants Name: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Receipt Number: \_\_\_\_\_  
File Number: \_\_\_\_\_

OFFICE USE ONLY

## Development Permit For Signs

I/We hereby make application under the provisions of the Birch Hills County Land Use Bylaw No.02-08 for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.  
I/We understand that this application will not be accepted without the appropriate application fee, and a dimensioned site plan including all details relevant to the proposed development.

### 1. Applicant Information:

Name Of Applicant: \_\_\_\_\_

Address Of Applicant: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Name Of Registered Landowner (If Different From Above): \_\_\_\_\_

Landowner Address: \_\_\_\_\_

### 2. Legal Land Description: *(of Development Site)*

All/Part of \_\_\_\_\_ Sec \_\_\_\_\_ Twp \_\_\_\_\_ Rge \_\_\_\_\_ West of the \_\_\_\_\_ Meridian

All/Part of Lot \_\_\_\_\_ Block \_\_\_\_\_ Reg. Plan No. \_\_\_\_\_ COT No. \_\_\_\_\_

### 3. Development Information:

Type of sign (check all that apply):

Permanent Sign \_\_\_\_\_ Temporary/Portable Sign \_\_\_\_\_ Illuminated Sign \_\_\_\_\_ Non-Illuminated \_\_\_\_\_

Single-Sided \_\_\_\_\_ Double-Sided \_\_\_\_\_ Business Identification \_\_\_\_\_ Directional \_\_\_\_\_ Construction \_\_\_\_\_

Other \_\_\_\_\_

Wording on sign: \_\_\_\_\_

Location of business shown on sign: \_\_\_\_\_

Indicate the dimensions of the sign (indicate meters or feet):

Height above ground \_\_\_\_\_ Horizontal \_\_\_\_\_ Vertical \_\_\_\_\_ Depth \_\_\_\_\_

Distance of sign to road is \_\_\_\_\_. The proposed sign is adjacent to (check all that apply):

Primary Highway \_\_\_\_\_ Secondary Highway \_\_\_\_\_ Local Road \_\_\_\_\_ Other Road \_\_\_\_\_

Estimated date of installation: \_\_\_\_\_ Estimated cost of sign: \_\_\_\_\_

### 4. Declaration:

I/We hereby declare that the above information is, to the best of my/our knowledge, factual and correct. Further, I do/do not give consent for the Development Officer of Birch Hills County, or his designate to enter onto the land that is to be developed for the purpose of making a site inspection in order to evaluate the proposed development.

Signature of Applicant: \_\_\_\_\_

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

Signature of Registered Landowner: \_\_\_\_\_  
(If Different From Above)

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