



LAND DEVELOPMENT STRIPPING, GRADING, FILLING, AND EXCAVATION DEVELOPMENT PERMIT APPLICATION PACKAGE

Please Email Applications to development@parklandcounty.com

OFFICE USE ONLY		
Application Fee Total: \$	Development Permit Fee (DAF): \$ <i>Tax Exempt</i>	Certificate of Title (TITL): \$ <i>Tax Exempt</i>
Date:	Received By:	Receipt Number:
Development Permit #	Receipt Made to: <input type="checkbox"/> Applicant <input type="checkbox"/> Landowner	

PARCEL INFORMATION				
Plan	Block	Lot/Unit	Subdivision	
Meridian <input type="checkbox"/> W4 <input type="checkbox"/> W5	Range	Township	Section	Quarter Section <input type="checkbox"/> PT <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE
Municipal Address:				

PROJECT INFORMATION	
Type of Development	
Does this development require a variance to height, setbacks, or site coverage, etc.?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please complete variance request section within application package.</i>

APPLICANT INFORMATION		
Name:	Company:	
Address:		
City:	Province:	Postal Code
Email Address:	Phone Number:	
Name or Business Name to be listed on permit:		

LANDOWNER INFORMATION (If different from above)		
Name:	Company:	
Mailing Address:		
City:	Province:	Postal Code
Email Address:	Phone Number:	

LANDOWNER AUTHORIZATION	
This signature is to advise that I/we, am/are the owners of the above-referenced property and hereby authorize the above applicant to act as an agent for the address noted above in all matters relating to this project including applying for development and building permits within Parkland County.	
Registered Owner Name:	Date:
Signature:	

**LAND DEVELOPMENT
STRIPPING, GRADING, FILLING, AND EXCAVATION
DEVELOPMENT PERMIT APPLICATION PACKAGE**

APPLICANT DECLARATION

- I hereby consent to receive communication and development permit decision through electronic means.
- It is understood that if this application is approved or refused by the Development Authority it may be appealed to either the Subdivision and Development Appeal Board (SDAB) or the provincial Land and Property Rights Tribunal (LPRT), depending on parcel location. It is further understood that the SDAB or the LPRT may confirm, revoke, or vary the Development Permit or any condition as a result of such an appeal being duly served, and that any work undertaken prior to an appeal being filed is entirely at the applicant's risk.
- 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.
- Permit fees will automatically be doubled for development that has been started or completed before a development permit has been issued.

I confirm by my signature below that the information contained in this application, including plans and details, is to my knowledge, true and complete:

Applicant Name:

Date:

Signature:

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 Parkland County, 53109A HWY 779, Parkland County, Alberta T7Z 1R1 (780-968-8888) or email foip@parklandcounty.com.



LAND DEVELOPMENT STRIPPING, GRADING, FILLING, AND EXCAVATION DEVELOPMENT PERMIT APPLICATION PACKAGE

MUST BE COMPLETED BY APPLICANT AS PART OF APPLICATION PACKAGE

For your Development Permit Application to be deemed complete for acceptance and processing by Parkland County, the following Mandatory Items and any applicable Additional Items must be provided.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

PROJECT INFORMATION

Project Description:

Type of Development (check all that apply):

- Stripping
 Grading
 Filling
 Excavating
 Retaining Wall
 Dugout

Project Details:

Name of Parkland County Development Planner who conducted Pre-Application Consultation (if applicable):

Biophysical Assessment attached? (If required by Development Authority) YES NO

Anticipated Project Start Date:

Project Completion Date:

Do you have any plans for stockpiling and/or storage of associated equipment? YES NO

If equipment is proposed, list size/type of equipment:

Proposed Dust Control Measures:

Will vegetation be cleared? (ex: Tree stands, shrubbery, etc.) YES NO

Planned site restoration activities (ex: landscaping, tree planting, continued agricultural use, etc.)

DAYS AND HOURS OF OPERATION

Please fill in the table below:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start time							
End time							
Total							

Note: Consider the [Parkland County Community Standards Bylaw](#) requirements.

MUST BE COMPLETED BY APPLICANT AS PART OF APPLICATION PACKAGE

ENGINEERED DRAWINGS

Engineered Drawings **MUST BE** designed and stamped by a qualified professional engineer

- Site Drainage and Grading Plan** – *Note: Cross Sections of major cut/fill areas on-site may be required at the discretion of the Development Authority (Approximately 1m or more)*
 - Must include property access details
- Erosion and Sedimentation Control Plan**
- Retaining Wall Design Plans (if applicable)**
 - Plans must be provided for retaining walls over 1m in height and **MUST BE** designed and stamped by a qualified professional engineer

HAUL DETAILS

Number of trucks operating per day:

Number of truckloads on/off-site per day:

Source of fill material:

If from within Parkland County, identify legal land location:

If stripping, where is material being hauled to?

If being hauled to a location within Parkland County, identify legal land location:

ADDITIONAL INFORMATION

Land Title Required – Would you like the County to pull the land title for you? (\$10.50 fee)	<input type="checkbox"/> YES <input type="checkbox"/> NO
Does the site have direct access to a developed municipal road? (i.e. constructed approach)	<input type="checkbox"/> YES <input type="checkbox"/> NO
How many approaches are currently existing on the parcel?	
Does the parcel require a new or upgraded approach?	<input type="checkbox"/> YES <input type="checkbox"/> NO

COMMENTS (Optional)

Please use this room to provide any additional comments about your development.

ADVISEMENTS

- Please contact Public Works for Haul Agreement Requirements 780-968-8888.

For informational purposes only.

Please provide a detailed site plan with your application according to the following information.

SITE PLAN REQUIREMENTS

Detailed Site Plan – Refer to the sample site plan following the Development Permit application for Site Plan requirements.

The Site Plan must include the following information in order for it to be considered complete:

- Location of all existing and proposed building(s);
- Dimensioned area of trees to be cleared for building pocket
- Size of proposed building(s);
- Distance of proposed development from property lines;
 - North, East, South, and West Property lines
- Distance from water sources such as floodplains, top of banks and waterbodies (sloughs, dugouts, rivers, creeks or wetlands) within or adjacent to the parcel;
- Distance from steep slopes
- Driveway / Access
- Abutting roadways
- All rights-of-ways, restrictive covenant(s), and easements within or adjacent to the parcel
- Legal Description of subject property

Setback requirements can be obtained from Parkland County's [Land Use Bylaw 2017-18](https://maps.parklandcounty.com/discoverparkland/) after identifying your property's zoning by visiting <https://maps.parklandcounty.com/discoverparkland/>

SAMPLE SITE PLAN

