



LAND USE BYLAW AMENDMENT APPLICATION PACKAGE

The following information must be included with your Land Use Bylaw Amendment Application Package in order for your application to be deemed complete for acceptance and processing by Parkland County.

CHECKLIST

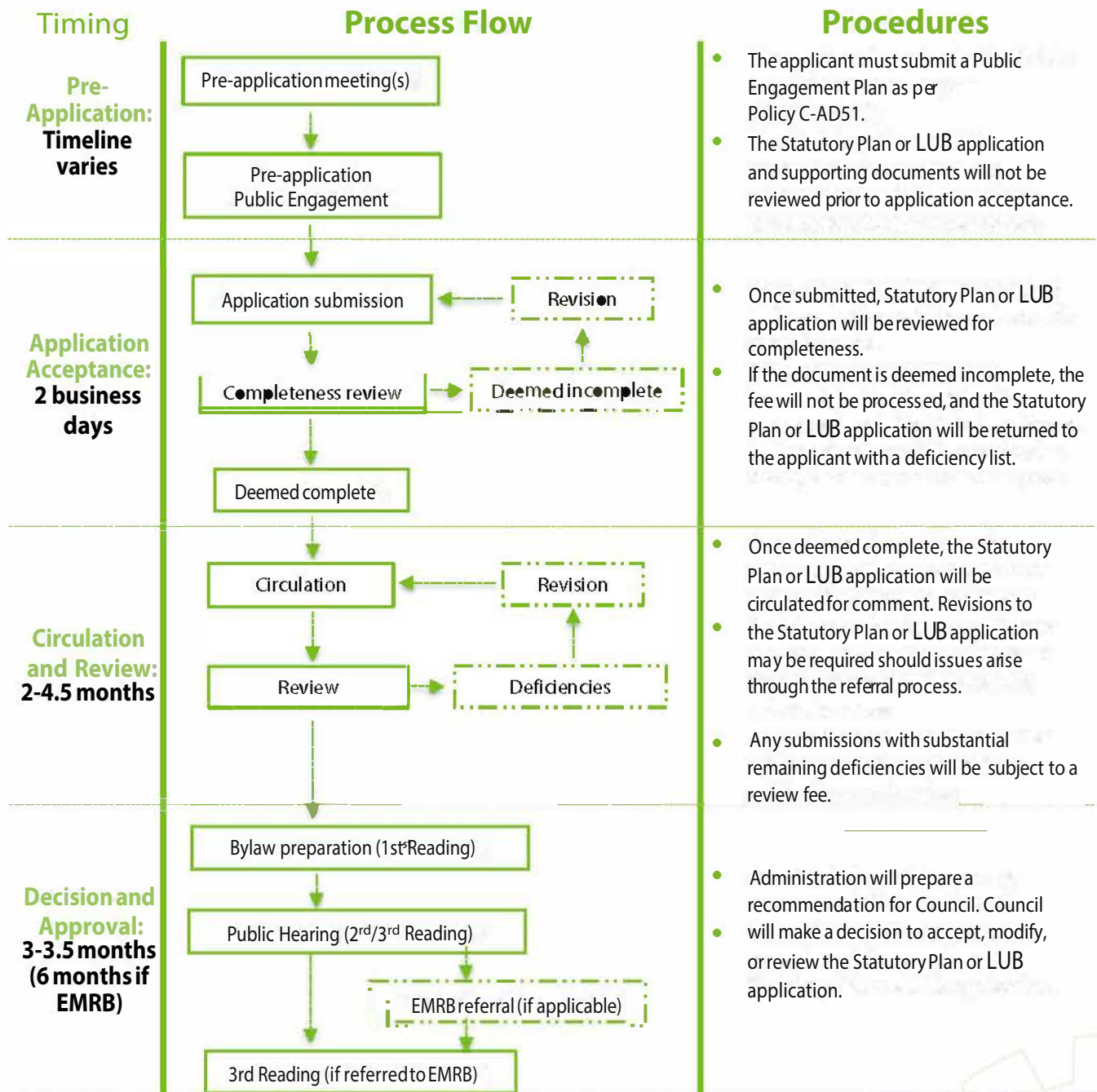
- ☐ **Consultation** – Prior to submitting an application, consultation with a Parkland County Planner is required.
- ☐ **Application Form** – The application must be completed in full and signed by the registered owner(s).
- ☐ **Application Fee** – Applicable fees as set out in Parkland County's Departmental Fees and Charges.
- ☐ **Title Search** – A current title for the lands subject to the amendment, dated not more than 14 days prior to Parkland County receiving the application for an amendment. If there are any caveats or easements registered on the title pertaining to Parkland County, please submit copies of these documents with the application. Parkland County may, if requested, obtain titles from the Alberta Land Titles Office for a fee of \$10.50 per document.
- ☐ **Supporting Documents** – Parkland County requires one (1) hard copy of all the submitted reports and one (1) digital PDF form and CAD files for all maps (additional copies may be requested by the Planner through pre-application consultation. Supporting documents requested in pre-application consultation meeting, list below:

LAND USE BYLAW AMENDMENT APPLICATION FEES

Land Use Bylaw Amendment – Text/Map Amendment	\$3,172.00
Bio Physical Review – For Major Development	\$514.80
Re-circulation Fee	\$1,057.00
Advertising Fee	\$1,057.00
Annual File Maintenance Fee (charged on anniversary date of the application)	\$1,057.00

STATUTORY PLANS AND LAND USE BYLAW APPLICATION PROCESS

Total Time from Application to Public Hearing: Approximately 5-8 Months



Please refer to Council Policy C-PD33 for details.



LAND USE BYLAW AMENDMENT APPLICATION FORM

The requirements of a Land Use Bylaw Amendment application are established through consultation with Parkland County Planning and Development Services.

A Land Use Bylaw amendment application will not be accepted until consultation has been completed.

Name of Registered Owner(s):

Applicant acting on behalf of Registered Owner(s):

Mailing Address: _____

Mailing Address: _____

City/Town: _____ Postal Code: _____

City/Town: _____ Postal Code: _____

Ph: _____ Cell: _____

Ph: _____ Cell: _____

Email: _____

Email: _____

Lot	Block	Plan	Subdivision	
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PT <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE <input type="checkbox"/>	Section	Township	Range	Meridian W4 <input type="checkbox"/> W5 <input type="checkbox"/>
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The application is an Amendment to the: ☐ Mapping (Redistricting) and/or Text ☐

Describe the proposed Amendment: _____

Parkland County Planner(s) involved in pre-consultation: _____

Application Date: _____

Applicant Declaration:

I / We _____ hereby:

- grant authorization for Parkland County staff to enter the lands to conduct site inspections and evaluations;
- understand that 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 lands;
- certify that the information given is complete and is, to the best of my/our knowledge, a true statement of the facts relating to the application for subdivision approval;



LAND USE BYLAW AMENDMENT APPLICATION FORM

- consent to receive communication and subdivision decision through electronic means;
- *where applicable*, the individual(s) who's information has been listed under "Applicant acting on behalf of registered owner/s" on page one of this application is hereby authorized to make this application on my/our behalf.

Signature of Registered Owner

Print Name of Registered Owner

Signature of Registered Owner

Print Name of Registered Owner

The information collected on this document will be used for the purposes allowed under the authority of the Municipal Government Act. The personal information that you provide may be made public subject to the provisions of the *Freedom of Information and Privacy Act*. Questions regarding the collection and use of this information may be directed to the Freedom of Information & Protection of Privacy Coordinator for Parkland County at 780-968-3229.

For Internal Use Only

Acceptance Date: _____

Processing Date: _____