



Planning and Development

9613-100 Street
 Morinville, AB T8R 1L9
 Phone (780) 939-8275
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 Email: PandD@sturgeoncounty.ca

For Office Use	
Permit Number:	_____
Date Received:	_____
Received By:	_____

EVENT VENUE/ COMMUNITY BUILDING APPLICATION

Application is hereby made under the provisions of Land Use Bylaw 1385/17 to develop in accordance with the plans and supporting information submitted herewith and which form part of this application.

APPLICANT INFORMATION

Complete if different from Applicant

Name of Applicant:		Name of Registered Land Owner:	
Mailing Address:		Mailing Address:	
City:		City:	
Postal Code:	PH:	Postal Code:	PH:
E-mail Address:		Email Address:	

Contact Name: _____

LAND INFORMATION

Legal Description of Property All/Part _____ 1/4 Section _____ Twp. _____ Rge. _____ West of the _____ Meridian
 OR Lot _____ Block _____ Plan No. _____ Hamlet or Subdivision _____
 Parcel Size: _____ Rural Address: _____

DEVELOPMENT INFORMATION

Size:	Height:	Brief Description: _____ _____ _____
Start Date	End Date:	
Estimated Project Value: <i>(cost of material & labour)</i>		

APPLICANT AUTHORIZATION

I/we hereby give my/our authorization to apply for this development permit application and allow authorized persons the right to enter the above land and/or building(s) with respect to this application only. I/we understand and agree that this application and any development permit issued pursuant to this application or any information thereto, is not confidential information and may be released by Sturgeon County. I/We grant consent for an authorized person of Sturgeon County to communicate information electronically as per Section 608 (1) of the Municipal Government Act, R.S.A. 2000., c.M-26.

 Signature of Authorized Applicant(s) Date Signature of Landowner Date

All landowners listed on title must sign this permit or a letter of authorization. _____
 If the land is titled to a company, a copy of the Corporate Registry must be provided. Signature of Landowner Date

FOR OFFICE USE ONLY

Permitted Use Discretionary Use

Fee\$ _____ Penalty\$ _____ Receipt# _____ Tax Roll# _____ District _____

Payment Method: Cash / Cheque / Debit / VISA / Mastercard

M/C or Visa Number _____ Expiry Date: _____

Name (as it appears on card): _____ Authorized Signature: _____

Completed Development Permit Application Form

Completed in full and signed by all registered landowners or person authorized on their behalf.

Land Title Certificate

Searched within 30 days prior to the application. If the parcel is titled to a company name, you will also be required to provide a Corporate Registry. These documents can be obtained at any Provincial Registry Office or online at www.spin.gov.ab.ca.

Site Plan

Drawing that depicts site details of your development. A surveyed plot plan may be required depending on scale of operations.

Construction Drawings **N/A**

Complete construction drawings for any proposed buildings or site work.

Complete Building Permit Application

Available at www.sturgeoncounty.ca

Abandoned Oil Well Declaration Form Map **N/A**

Required for all building developments greater than 505ft² (46.9m²)

Utility Applications **N/A**

Required for all parcels with Municipal Servicing, including for most parcels within a subdivision.

Alberta Transportation Approval **N/A**

300 m from a provincial right-of-way or 800 m of the centerline of a highway and public road intersection

Approach Application/Deposit **N/A**

Required where no access to the parcel exists or the upgrade of the access required to meet Sturgeon County minimum standards.

Emergency Response Plan

Specify an emergency response plan for any potential hazards and muster points

Operations outline or plan

Including number of attendee, peak site visits, hours and season of operation, signage, and servicing

Additional Information (these items may be required to complete your application. Please contact a Development Officer to discuss if these items are required)

- Traffic impact assessment
- Community and neighbourhood consultation plan
- Noise Impact Assessment

Please ensure that all documentation listed forms part of your application.

Following review of the application, additional information may be requested in accordance with the Land Use Bylaw.

PERMIT FEES ARE NON-REFUNDABLE and SUBJECT TO CHANGE

All development and construction that occurs prior to permit issuance is subject to a penalty of double the current permit fee.