

**Planning and Development**

9613-100 Street
Morinville, AB T8R 1L9
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Fax (780) 939-2076
Email: PandD@sturgeoncounty.ca

For Office Use

Permit Number: _____
Date Received: _____
Received By: _____

VARIANCE REQUEST APPLICATION

This form is required along with a completed development permit application for a proposed or existing development that requires a variance. All applicable information including the proposed variance shall be shown on the site plan. All variance requests are considered **discretionary** and will be processed as per Sturgeon County's Land Use Bylaw 1385/17.

VARIANCE DESCRIPTION

WHAT IS A VARIANCE? A variance means a relaxation to the regulations of the Land Use Bylaw.

Please indicate what Land Use Bylaw regulation(s) you are seeking to vary. Describe and indicate on the site plan.

JUSTIFICATION

What is the reason why the regulation cannot be adhered to? What are the unique circumstances of your property that warrants a variance?

MITIGATION

How have you considered revising the project to **eliminate/reduce** the variance request?

What measures will be applied to **minimize the potential impact** of the proposed variance on adjacent property owners?

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

Fee \$ _____

Receipt # _____

Paid by: **Cash / Cheque / Debit / VISA / Mastercard**

APPLICATION FEES ARE NON-REFUNDABLE

Please be advised that any information provided to Sturgeon County (the "County") in order to process your application is subject to the application of the Access to Information Act (ATIA) and may be used and disclosed in accordance with the legislation. Specifically, all documents and studies required to be prepared and submitted by the applicant to the County are deemed to be publicly available and the property of the County once they are submitted to the County to process the application. Unless the submitting party explicitly indicates, in advance and clearly on the face of the record, that certain parts of the information are provided in confidence to the County and are to remain confidential, all documents and studies submitted to the County may be subject to disclosure under the ATIA. If confidentiality is required, it is the responsibility of the submitting party to clearly mark such records as Confidential and provide written rationale for the request. Should the applicant provide the County with such a declaration of confidentiality, the County will take this under consideration to determine if the document and/or study can be accepted in confidence; however, the County cannot guarantee that such information will remain confidential and will not be subject to disclosure pursuant to the ATIA.

VARIANCE APPLICATION FEE INFORMATION**Credit Card Information:**Visa: ☐MasterCard: ☐

CARD NUMBER:	EXPIRY DATE: MONTH, YEAR	CVV:
NAME THAT APPEARS ON THE CARD:		
SIGNATURE OF CARDHOLDER:		