



Planning and Development

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For Office Use
Development Permit: _____
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

M/C or Visa Number _____ Expiry Date: _____
Name (as it appears on card): _____ Authorized Signature: _____

FOR OFFICE USE ONLY

Land Use Bylaw Section	Requested Variance	Variance Percentage

Land Use District _____

Roll# _____

Approving Authority as per Section 2.8.6 of the Land Use Bylaw

Development Officer

Municipal Planning Commission

Notes

APPLICATION FEES ARE NON-REFUNDABLE

The personal information provided will be used to process the Variance application and is collected under the authority of Section 642 of the Municipal Government Act and Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. Personal information you provide may be recorded in the minutes of Municipal Planning Commission. If you have any questions about the collection and use of this information, please contact the Sturgeon County FOIP Coordinator at 9613 – 100 Street, Morinville, Alberta, T8R 1L9 (780) 939.4321.