

**Planning and Development**

9613-100 Street
Morinville, AB T8R 1L9
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Email: PandD@sturgeoncounty.ca

For Office Use

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

GRADING, STRIPPING, STOCKPILING DEVELOPMENT PERMIT 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 Landowner:	
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 – Please Mark (X) ALL that Apply

<input type="checkbox"/> Agricultural <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional	<input type="checkbox"/> Stripping/Borrow <input type="checkbox"/> Grading <input type="checkbox"/> Filling/Backfilling <input type="checkbox"/> Recontouring <input type="checkbox"/> Stockpiling <input type="checkbox"/> Excavating <input type="checkbox"/> Berming	Project Details: Area (m ² /ft ² /ac): _____ Grade Change (m/ft): _____ Volume (m ³ /ft ³): _____ Start Date: _____ End Date: _____ Estimated Project Value: _____ Fill Material (if applicable): <input type="checkbox"/> Clean Fill <input type="checkbox"/> Construction Fill <input type="checkbox"/> Marginal Fill <input type="checkbox"/> Recycled Fill Stripped Material (if applicable): What type of material is being stripped? _____ Where is the material being hauled to? _____
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DESCRIPTION OF WORK – Describe the purpose and intent of the work proposed (include cover letter for detailed description):

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HAUL DETAILS

Does the parcel have an existing approach? _____ If yes, what this the current width of the approach? _____
Number of average daily trips to and from the site: _____ Number of Truckloads on/off-site per day: _____
Haul Route: _____

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:

DEVELOPMENT PERMIT CHECKLIST

☐ **Engineered Drawings** – must be designed and stamped by a qualified professional engineer to include the following:

☐ **Site Drainage and Grading Plan**

- Pre-development and Post-development grading plan (contours and grade elevations for existing topography with proposed contours and grade surface elevations to demonstrate positive drainage away from any buildings or adjacent parcels)
- Existing contours at 0.5m intervals preferred, not to exceed 1.0m maximum)
- Dimensions and area(s) of excavation, fill, and/or grading, depth of excavation, height of infilling
- Location of natural wetlands, watercourses and drainage channels or ditches
- Cross sections of major cut/fill areas on site may be required (approx. 1m or more)
- Proposed berm location with specifications (height/width)
- Proposed/Existing Approach/Access
- Temporary stockpile location

☐ **Erosion and Sedimentation Control Plan if required by General Municipal Servicing Standard**

☐ **Soil Test complete by an Accredited Laboratory or Qualified Professional** (applicable for Clean Fill or Marginal Fill)

☐ **Safety Data Sheet (applicable for Construction Fill)**

☐ **Safety Data Sheet and Baseline Tier 1 Soil Analysis (applicable for Recycled Fill)**

☐ **Stormwater Management Plan**

☐ **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.

☐ **Alberta Transportation Approval**

Required if developing within 800m (0.5 miles) of a Provincial highway.

☐ **Approach Application/Deposit**

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

Please ensure that all documentation listed are part of your application. Following review of the application, additional information may be requested in accordance with the LandUse 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.

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.