# APPLICATION FOR DEVELOPMENT PERMIT – RESIDENTIAL

**Municipal District of Greenview No. 16**

4806 – 36 Avenue, Box 1079, Valleyview, AB T0H 3N0

www.mdgreenview.ab.ca

planning@mdgreenview.ab.ca - 780-524-7639

## Applicant Information

| | |
|---|---|
| Name: _____ | Email: _____ |
| Address: _____ | |
| Town: _____ | Postal Code: _____ |
| Primary Phone: _____ | Other Phone: _____ |

## Registered Owner (if different than applicant)

| | |
|---|---|
| Name: _____ | Email: _____ |
| Address: _____ | |
| Town: _____ | Postal Code: _____ |
| Primary Phone: _____ | Other Phone: _____ |

## Land Information

**Legal Location**

**LSD/QTR:** _____ **SEC:** _____ **TWP:** _____ **RGE:** _____ **M:** _____

**Land Use District:** _____

| | |
|---|---|
| **Property Size**<br>Hectares: _____<br>Acres: _____ | *(Alternate Legal Location)*<br>**Registered Plan** _____<br>**Block** _____<br>**Lot** _____ |

**Existing Use of Site** *(list existing buildings, structures, and use(s) of the land)*

_____

_____

The Land is adjacent to: ☐ Highway: _____ ☐ District Road: _____

Do you have an assigned rural address? YES ☐ Address: _____ NO ☐

How will the site be accessed? ☐ Existing Approach ☐Proposed Approach *(fill out and submit approach application)*

Please Note: Application Fees for development permits are **non-refundable**

## Development Information

**Describe your Proposed Development**

*(Describe in detail, attach additional information if necessary)*

_____

_____

_____

**Proposed Dwelling Type**

☐ Single Detached or Modular Home ☐ Cabin ☐ Suite, Attached ☐ Suite, Detached

☐ Townhouse ☐ Semi-detached ☐ Multi-Unit Dwelling – Number of Units: _____

☐Manufactured Home - Manufacturer: _____ Model: _____ Year: _____

*(A manufactured home is a dwelling that allows for permanent or temporary attachment of a hitch and wheel to transport the structure – if your unit currently has or previously had a hitch and wheel for towing, select this option)*

**Manufactured Home Applications require certification that the structure meets the CSA A277 standards. If you do not have this certification your application will be deemed incomplete.**

**Size of Proposed Dwelling**

**Length:** _____ **Width:** _____ **Height:** _____

☐ metres ☐ feet

**Secondary Suite information** *(if applicable)*

☐ Existing Suite ☐ New Suite

**Total Floor Area of Primary Residence**

_____ ☐ Sq. metres ☐ Sq. feet

**Proposed Setbacks from the Property Line**

Front Yard: _____ Rear Yard: _____ Side Yard (1): _____ Side Yard (2): _____

☐ metres ☐ feet

*If any setback of your proposed development is less than 40m (131.2ft) from a municipal road or provincial highway* ***you will need to submit a Variance Request Form***

**Lot Coverage**

By Proposed Build (%): _____ By Total Site Coverage (%) *(Existing + Proposed)*: _____

Has Development Commenced? ☐ Yes ☐ No Completed Project Cost: _____

Construction Start Date: _____ End Date: _____

Does this permit require a variance? ☐Yes *(please submit a Variance Request Form)* ☐ No

Type of sewage system: _____

Water supply: _____

## Abandoned Well Information

***ALL*** *development permit applications require a printout map featuring the location of all abandoned oil and gas well sites as well as the setback distances in relation to existing or proposed building sites. The Development Authority cannot approve a development application if the lot(s) do(es) not comply with the setback directed by ERCB Directive 079.*

This can be obtained from **Alberta Energy Regulator** (AER, previously known as ERCB) via website, phone, email, fax, or mail. If you require assistance or do not have access to the internet, please contact AER at **1.855.297.8311.**

Abandoned well-site information **must be provided by the applicant.**

Is there an abandoned well or pipeline on the property?

☐ Yes (Licensee name: _____) ☐ No *(printout must still be provided)*

## Checklist

☐ Complete and Signed **Application for Development Permit**

☐ Copy of **Certificate of Title** or other proof of ownership authorization

☐ **Alberta Energy Regulator (AER)** information regarding Abandoned Wellbores, identifying or confirming the absence of wells and pipelines

☐ **Rural Address Sign fee** as established by the Schedule of Fees for new residential or occupied site

☐ **Non-refundable application fee** as established by the Schedule of Fees

☐ **Plot Plan** in the space provided on this form, or on graph paper, to include **all** site features described on page (4) of this application.

☐ **Approach Application Request** form and non-refundable application fee *(if necessary)*

☐ **Development Permit Variance Request** form and non-refundable variance request fee *(if necessary)*

***If you need assistance providing information in the plot plan, pleasecontact our office or reach out to a qualified surveyor to determine boundaries, setbacks, and associated improvements and buildings on your parcel.***

**This Development Permit Application is only considered complete once noted information has been provided to our office. This checklist must be completed by the applicant prior to submission.**

**Note:** The Development Authority shall advise you within 20 days of receipt if the application has been deemed complete. If the application is incomplete you will be notified in writing of the outstanding documents and/or information and provided with a timeline in which to submit the required information.

## FOR ADMINISTRATIVE USE ONLY

☐Permitted ☐ Discretionary ☐ Prohibited

Application Deemed Received: _____

Roll No.: _____

Fees: _____

Receipt No.: _____

Land Use District: _____

Application No.: _____

Date Paid: _____

Deemed Complete: _____

Proposed Use: _____

Comments: _____

_____

## Plot Plan

**Please ensure ALL of the following are present on the plot page for the proposed development**

*(if the space provided is inadequate, please attach one or more separate sheets to the application)*

- Dimensions
- Setback distances to existing buildings or structures (identify structures)
- Front, rear, and side yard setbacks
- Setback distances to public roads
- Natural features (trees, creeks, etc.)
- Existing and proposed private roads and driveways
- Utility Poles
- Off-street parking and loading areas
- Access to development
- Abandoned well sites
- Wells or other water sources
- Building plan with elevations and dimension
- Slopes greater than 15% and distance to proposed development
- Septic system/servicing
- Right-of-ways or easements
- Other relevant information (signage, outdoor storage, etc.)
- Landscape plan
- Date of plot plan

### Legal Location

**LSD/QTR:** _____ **SEC:** _____ **TWP:** _____ **RGE:** _____ **M:** _____

*or*

**Registered Plan** _____ **Block** _____ **Lot** _____

**Plot Plan**

**N**

**Building Plan** *(with elevations and dimensions)*

## Declaration

**I/we hereby declare that the information submitted is, to the best of my/our knowledge, factual and correct. I/we understand that by signing this declaration, I/we also give consent for an authorized person of the MUNICIPAL DISTRICT OF GREENVIEW NO. 16 to enter upon the land that is subject to a development permit application for the purposes of conducting a site inspection in order to evaluate the proposed development**

**Note:** If the applicant is not the registered landowner, the signature of the landowner(s) is required.
ALL landowners must sign the application

**Date:** _____ **Applicant:** _____

**Date:** _____ **Registered Landowner(s):** _____

*The personal information on this form is collected under the authority of s4(c), s12(1)(a)(b)(c) and s13(1)(a)(b)(c) of the Protection of Privacy Act (POPA). We collect only what is necessary to respond to your request and to share the information with internal departments that relate to your application. Your name and the nature of the application may be disclosed to the public upon request and at a Public Council meeting. If you have questions about the collection, use or disclosure of your personal information, please contact Greenview's ATI Coordinator at 780-524-6079 or atia@mdgreenview.ab.ca.*

# FACT SHEET: Development Permits

**Myth:** As a property owner, I have development rights and can develop my property how I see fit.

**Fact:** The right to develop any property is regulated by the Land Use Bylaw and requires landowners to obtain a valid development permit.

**Myth:** I don't need a permit until the house or structure is built.

**Fact:** Any earth moving or work on site qualifies as development. All developers will need to wait 14 days after you receive your written approval by the Development Authority before you are allowed to commence the work that has been proposed. If the permit is a Discretionary Use, it must be advertised and you will need to wait 14 days from the date the permit is advertised.

**Myth:** A development permit isn't required if a building is on skids or is a 'temporary dwelling'.

**Fact:** A development permit is required for any form of development be it temporary, permanent or on skids.

**Myth:** I live on a farm, so all buildings are exempt from development permits.

**Fact:** On parcels that are designated as Agriculture (A) Districts, only farm buildings completely dedicated to agricultural pursuits are exempt from Development Permits. However, all other uses such as residences, along with accessory buildings such as shops and garages require a permit.

**Myth:** Recreation properties or cabins don't require a development permit.

**Fact:** This only applies to recreational vehicles which are on wheels such as RVs or fifth wheel trailers. Changes proposed in the new Land Use Bylaw will restrict the number of recreational vehicles allowed on a lot. Campgrounds require a development permit and are not allowed in all Districts.

**Myth:** My building is small so it shouldn't require a development permit.

**Fact:** An accessory building 160 square feet or larger requires a permit. The only exception is farm buildings completely dedicated to agricultural pursuits on property classified as Agriculture (A).

**Myth:** Outbuildings, sheds, or garages don't need development permits.

**Fact:** These buildings require permits.

**Myth:** My house is old and I didn't acquire a permit. I shouldn't have to request a permit for any changes to my house.

**Fact:** Buildings that were built prior to the current Land Use Bylaw being adopted are typically grandfathered in but considered non-conforming. However, landowners are still required to obtain a new development permit to replace, make structural changes or place additions onto the existing home to conform to the current Land Use Bylaw.

**Myth:** I can bring my future manufactured/mobile home/cabins/sheds onto my property and store them while I apply for a development permit.

**Fact:** Structures cannot be stored on any property prior to obtaining a valid development permit.

**Myth:** I can replace my manufactured home or residence and tie-in to existing services without a development permit.

**Fact:** The manufactured home or residence is considered new development and you are required to obtain a current development permit.

## ALBERTA MUNICIPAL AFFAIRS APPROVED ACCREDITED AGENCIES

After obtaining a *development permit* from Greenview, you may require other permits such as building, electrical, plumbing, gas and sewage permits from an agency such as those listed below.

**Remember:** A development permit from Greenview is **not** a building permit. Greenview does **NOT** issue building, electrical, plumbing, gas or sewage permits.

**What type of work requires a permit?**
The Safety Codes Act requires that all contractors and homeowners in Alberta obtain permits prior to commencing work on buildings covered by the Alberta Building Code or work governed by the Canadian Electrical Code, the Alberta Gas Code or the Alberta Plumbing Code.

**Benefits of obtaining a permit:**
Obtaining a permit confirms that installation will conform to the safety standards that have been adopted under the Safety Codes Act; and that inspection(s) will be provided by certified safety codes officers.

Further information is available at Alberta Municipal Affairs: www.municipalaffairs.gov.ab.ca

| AGENCY NAME |
| --- |
| SUPERIOR SAFETY CODES<br>(Building, Electric, Plumbing, Gas, Sewage)<br>14613 – 134 Avenue Edmonton AB T5L 4S9<br>Phone: 1.866.999.4777<br>www.superiorsafetycodes.com<br>E-mail: info@superiorsafetycodes.com |
| THE INSPECTIONS GROUP INC.<br>(Building, Electrical, Gas, Plumbing, Sewage)<br>12010-111 Avenue Edmonton AB T5G 0E6<br>Phone: 1.866.554.5048<br>www.inspectionsgroup.com<br>E-mail: questions@inspectionsgroup.com |

# New Home Warranty Program

The Government of Alberta introduced new legislation, the *New Home Buyer Protection Act*, in 2012, which mandates the requirements for new home warranties. This new legislation will come into effect on **February 1, 2014**.

**What is New Home Warranty?**

New home warranty is an assurance from a builder that the new home is reliable and free from known defects and that the builder will, without charge, repair or replace any defects which arise within a given period of time and under certain conditions.

Under the proposed legislation, all new homes would at minimum, include a warranty for:

- one year labour and materials;
- two years for defects in labour and materials related to delivery and distribution systems;
- five years building envelope protection, with a requirement for the warranty provider to offer the consumer the option to purchase additional years of coverage; and,
- 10 years coverage for major structural components.

**What types of homes would be subject to this legislation?**

This proposed legislation is for single-family homes, condominiums, modular homes, mobile homes, and dwellings on recreational properties. It will not apply to dorms, work camps, hotels and rental apartments.

**How does the new legislation effect you?**

Mandatory warranty coverage applies only to new home construction and substantial renovations performed under building permits applied for after February 1, 2014. The *New Home Buyer Protection Act* will require homebuilders to provide proof of warranty coverage before building permits for new homes will be issued in Alberta.

For more information regarding the New Home Warranty Program,
visit **www.mandatorywarranty.com**

***Question*:** What are the separation distance requirements for sewage treatment systems regulated by the Private Sewage Disposal Systems Regulation?

***Answer*:** The minimum separation distances from the current 2015 Standard of Practice (SOP) are as follows:

| ***Distance From/To*** | ***Property Line*** | ***Water Source or Water Well*** | ***Municipal Water Well*** | ***Water Course * Article 2.1.2.4*** | ***** Building*** | ***Building with Basement, Cellar or Crawl Space*** | ***Building without Basement, Cellar or Crawl Space*** | ***Building with permanent foundation without basement, cellar or crawl space*** | ***Building without permanent foundation*** | ***Septic Tanks and/or Packaged Sewage Treatment Plants*** |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Holding Tanks*** | 1 m (3.25 ft) | 10 m (33 ft) | - | 10 m (33 ft) | 1 m (3.25 ft) | - | - | - | - | - |
| ***Septic Tanks*** | 1 m (3.25 ft) | 10 m (33 ft) | - | 10 m (33 ft) | 1 m (3.25 ft) | - | - | - | - | - |
| ***Packaged Sewage Treatment Plants*** | Refer to 2015 SOP 5.2.2 | - | - | - | - | - | - | - | - | - |
| ***Sand Filters*** | 1 m (3.25 ft) from foot of berm | 10 m (33 ft) | - | 10 m (33 ft) | 1 m (3.25 ft) | - | - | - | - | - |
| ***Gravel Filters*** | 3 m (10 ft) from foot of berm | 10 m (33 ft) | - | 10 m (33 ft) | Refer to 2015 SOP 5.4.2.1.1(d) and 5.4.2.1.2 | - | - | - | - | - |
| ***Effluent Tanks*** | 1 m (3.25 ft) | 10 m (33 ft) | - | 10 m (33 ft) | 1 m (3.25 ft) | - | - | - | - | - |
| ***Settling Tanks*** | Refer to 2015 SOP 6.2.2. (1),(2),(3), and (4) | 10 m (33 ft) | - | 10 m (33 ft) | 1 m (3.25 ft) | - | - | - | - | - |
| ***Lift Stations*** *Refer to 2015 SOP 6.3.2.1.2* | 1 m (3.25 ft) | 10 m (33 ft) | - | 10 m (33 ft) | 1 m (3.25 ft) | | | | | |
| ***Treatment Fields*** | 1.5 m (5 ft) | 15 m (50 ft) | 100 m (330 ft) | * 15 m (50 ft) | - | 10 m (33 ft) | - | 5 m (17 ft) | 1 m (3.25 ft) | 5 m (17 ft) Refer to 2015 SOP8.2.2.1.1(h) |
| ***Treatment Mounds*** | 3 m (10 ft) | 15 m (50 ft) | 100 m (330 ft) | ***** 15 m (50 ft) | - | 10 m (33 ft) | 10 m (33 ft) | - | | 3 m (10 ft) Refer to 2015 SOP 8.4.2.1(e) |
| ***Drip Dispersal and Irrigation*** | 1.5 m (5 ft) | 15 m (50 ft) | 100 m (330 ft) | * 15 m (50 ft) | - | Refer to 2015 SOP 8.5.2.1(e) | - | Refer to 2015 SOP 8.5.2.1(g) | 1 m (3.25 ft) | Refer to 2015 SOP 8.5.2.1(h) |
| ***LFH At-grade Treatment Systems*** | Refer to 2015 SOP 8.6.2.1.1(d) and 8.6.2.1.1(e) | 15 m (50 ft) | 100 m (330 ft) | * 15 m (50 ft) | 10 m (33 ft) | - | - | - | - | Refer to 2015 SOP 8.6.2.1.1(f) |
| ***Open Discharge Systems*** | 90 m (300 ft) | 50 m (165 ft) | 100 m (330 ft) | ***** 45 m (150 ft) | 45 m (150 ft) | - | - | - | - | - |
| ***Lagoon serving a single family dwelling or duplex*** | 30 m (100 ft) | 100 m (330 ft) | 100 m (330 ft) | 90 m (300 ft) | 45 m (150 ft) | - | - | - | - | - |

| *Distance From/To* | *Property Line* | *Water Source or Water Well* | *Municipal Water Well* | *Water Course * Article 2.1.2.4* | *** Building* | *Building with Basement, Cellar or Crawl Space* | *Building without Basement, Cellar or Crawl Space* | *Building with permanent foundation without basement, cellar or crawl space* | *Building without permanent foundation* | *Septic Tanks and/or Packaged Sewage Treatment Plants* |
|---|---|---|---|---|---|---|---|---|---|---|
| ***Lagoon serving other than a single family dwelling or duplex*** | 30 m (100 ft)<br>90 m (300 ft) from a numbered primary or secondary road | 100 m (330 ft) | - | 90 m (300 ft) | 90 m (300 ft) | - | - | - | - | - |
| ***Privies-Earthen*** | 5 m (17 ft) | 15 m (50 ft) | - | * 15 m (50 ft) | Refer to 2015 SOP 10.1.2.1 | - | - | - | - | - |
| ***Privies-Tank*** | Refer to 2015 SOP 10.1.2.1 | 10 m (33 ft) | - | 10 m (33 ft) | Refer to 2015 SOP 10.1.2.1 | - | - | - | - | - |

**Please reference the Alberta Private Sewage Systems Standard of Practice 2015 for complete design, installation, and material requirements.**

*** Article 2.1.2.4 Separation from Specific Surface Waters**

1) The soil-based treatment component of an on-site wastewater treatment system shall be located not less than 90 m (300 ft.) from the shore of a lake, river, stream, or creek.

2) Notwithstanding the requirements of Sentence (1), where a principal building or other development feature is situated between the soil-based treatment component and a lake, river, stream, or creek, such that a failure of the system causing effluent on the ground surface will be obvious and create an undesirable impact own the owner, the distance may be reduced to the minimum distance requirements set out in this Standard for the particular type of treatment system being used.

** ***Building*** means any structure used or intended for supporting or sheltering any use or occupancy that is subject to the Alberta Building Code requirements.

*References:*

- Private Sewage Disposal Systems Regulation AR 229/97 with amendments up to and including Alberta Regulation 196/2015.
- Alberta Private Sewage Systems Standard of Practice 2015

Alberta Government

April 27, 2016
Field Technical Services
Telephone 1-866-421-6929
E-mail: safety.services@gov.ab.ca

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ERCB Energy Resources Conservation Board
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# Bulletin 2012-20

**September 20, 2012**

## *Directive 079: Surface Development in Proximity to Abandoned Wells* in Support of the *Subdivision and Development Regulation* Amendment

The Energy Resources Conservation Board (ERCB) announces the release of *Directive 079: Surface Development in Proximity to Abandoned Wells*, which establishes new requirements targeted at proponents of surface developments, municipal officials, planners, development officers, and the oil and gas industry. The directive sets out requirements in support of an amendment by Alberta Municipal Affairs to the *Subdivision and Development Regulation*, which requires proponents (developers and property owners) of a subdivision or development to identify the locations of abandoned wells during planning and to appropriately locate them within proposed areas of surface development. The directive also establishes requirements for licensees of abandoned wells to provide information and support to proponents of a subdivision or development and to follow an established well locating and testing protocol for abandoned wells near existing and proposed surface development.

### Key Features of the Directive

- Information about abandoned wells and how to identify their locations
- Instructions on obtaining abandoned well information from the ERCB using the newly developed Abandoned Well Viewer available on the ERCB website www.ercb.ca
- Requirements that proponents of a subdivision or development must follow, including setback requirements around abandoned wells
- Requirements that licensees of abandoned wells must follow, including using the well locating and testing protocol detailed in the directive
- Contactinformation

### Additional Information

*Directive 079* is available on the ERCB website www.ercb.ca. Printed copies of the directive may be purchased from ERCB Information Services, Suite 1000, 250 – 5 Street SW; telephone: 403-297- 8311 or 1-855-297-8311 (toll free); fax: 403-297-7040; e-mail: infoservices@ercb.ca.

The amendment to the *Subdivision and Development Regulation* is available on the Municipal Affairs websitewww.municipalaffairs.alberta.ca.

Questions or comments about this bulletin or *Directive 079* may be submitted to directive079@ercb.ca.

*<original signed by>*

Trevor Dark
Chief Operating Officer