



Village of Berwyn

“The Town With The Tower”

FORM A

DEVELOPMENT PERMIT APPLICATION INFORMATION

Before You Start:

- You are encouraged to refer to the Land Use Bylaw as a guide to the Regulations that the Development Officer must enforce. A copy is always available for your inspection at the Village Office during business hours (8:30 – 12:00; 1:00 – 4:30 Monday - Friday) or a copy may be purchased for a fee of \$35.00.
- This application form requires you to provide certain information in order that the Village can make an informed decision. Failure to do so will result in process delays.
- This form must be signed by the registered owner of the property that is the subject of this application or an authorized person acting on the owner’s behalf.
- Please print or type information wherever possible.
- Submit your completed development application together with an application fee. The current fees are as follows (payable to Village of Berwyn):
 - Development Permit Application (Principal Building) \$100
 - (Accessory Structures, Garages, Decks, Sheds, Fences, Signs) \$40
 - Development Permit Appeal \$100 (reimbursed if appeal successful)
 - Application to Amend Land Use Bylaw \$100

**Development permits are required for new construction projects and changing the use of an existing building.*

**Double the permit fee will be charged if development has been started prior to a permit being obtained.*

**Development Applications are approved subject to the necessary permits being obtained, which may include, but are not limited to, building, electrical, plumbing and gas permits. Please contact Alberta Municipal Affairs to find the nearest authorized agency for your building permits.*

For more information please contact the Development Officer at:

Village of Berwyn
Box 250
Berwyn, AB T0H 0E0
Telephone: 780-338-3922
Fax: 780-338-2224
Email: vberwyn@serbernet.com



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FORM A

DEVELOPMENT PERMIT APPLICATION

I/We hereby make application under the provisions of the Village of Berwyn Land Use Bylaw No. 601 for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.

I/We understand that this application will not be accepted without the appropriate application fee, and a dimensional site plan including all details relevant to the proposed development.

1. Applicant Information:

Name of Applicant: _____

Address of Applicant: _____

Telephone: _____ Cell: _____ Fax: _____

Name of Registered Landowner (If Different From Above): _____

2. Legal Land Description: (of Development Site)

All/Part of Lot _____ Block _____ Reg. Plan No. _____ COT No. _____

Civic Address: _____ Roll #: _____

Describe the existing use of the property: _____ Land Use District _____

Lot Type: Corner Lot _____ Interior Lot _____ Lot Frontage _____ Lot Length _____ Lot Area _____

3. Development Information:

Principal Use: _____

Principal Use Setbacks: Front Yard _____ Rear Yard _____ Side Yard (1) _____ Side Yard (2) _____

Floor Area: _____ Height of Principal Building: _____ Percentage of Lot Occupied: _____

Accessory Use: _____

Accessory Use Setbacks: Rear Yard _____ Side Yard (1) _____ Side Yard (2) _____ Height of Accessory Building _____

Estimated date of commencement: _____ Completion: _____

Estimated cost of the project or contract price: _____

If the building/addition is greater than 47 m² (505.9 ft²), a map from the Alberta Energy Regulator (AER) identifying the locations of, or confirming the absence of, any abandoned oil or gas wells on or within 25 m (82 ft) of the site boundary is to be included. Go to www.geodiscover.alberta.ca for abandoned well location and status information.

4. Declaration:

I/We hereby declare that the above information is, to the best of my/our knowledge, factual and correct. Further, I do/do not give consent for the Development Officer of the Village of Berwyn, or his/her designate to enter onto the land that is to be developed for the purpose of making a site inspection in order to evaluate the proposed development.

Signature of Applicant: _____ Date: _____

Signature of Registered Landowner (If Different From Above): _____ Date: _____

SITE MAP

Legal Description of Site (including adjacent roadways)

North Directional Arrow

Parcel Boundaries / Property Lines surrounding the Site

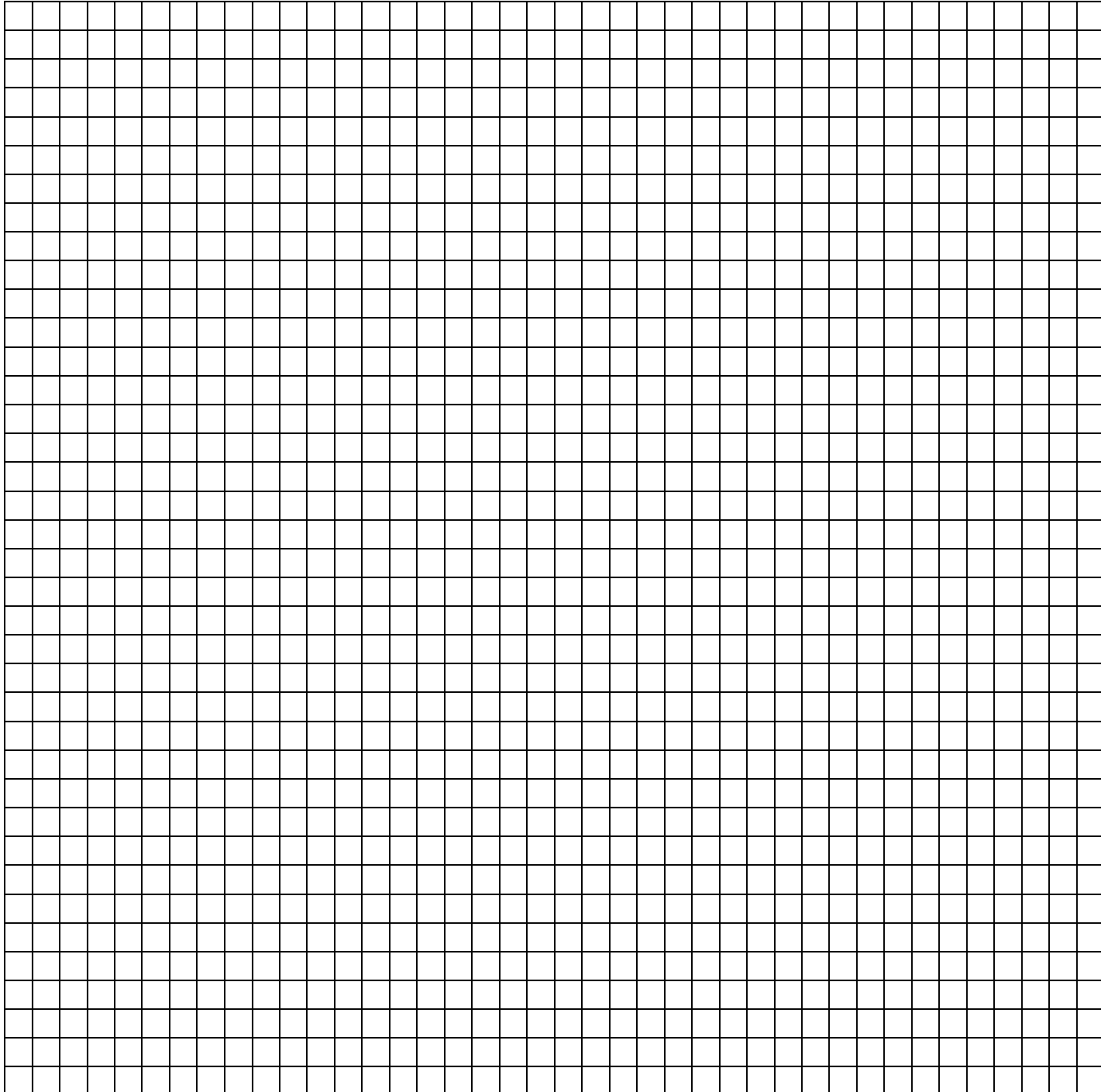
Dimensions of the Site

Existing and Proposed Buildings and Structures

Existing and Proposed Vehicle Accesses

Existing and Proposed Water and Sewage Locations

Distance from Residence to Boundary Lines



ABANDONED OIL WELL CONFIRMATION PROCESS

1. Search the subject property using the **Alberta Energy Regulator (AER) Abandoned Well Viewer** at: <http://mapviewer.aer.ca/Html5/Index.html?viewer=aerabnwells>

Does the AER Abandoned Well Viewer identify any abandoned wells in the subject area?

No _____

If no, print a map of the subject area from the Abandoned Well Viewer and submit with the development permit application.

Yes _____

If yes, complete the remainder of the Abandoned Oil Well Confirmation Process.

2. Using the AER Abandoned Well Viewer, identify the Licensee Name of the abandoned well. The Licensee must be contacted to confirm the exact well location of the well.
3. Locate the Licensee contact information on the AER website at:
http://www.aer.ca/data/codes/LicenseeAgent_Codes.pdf
4. Submit the **Abandoned Oil Well Confirmation Form** to the Licensee and request that they return the completed form prior to submitting the completed development permit application.
5. Submit the completed **Abandoned Oil Well Confirmation Form** as a part the development permit application.

Note: The site plan of the proposed development must include the abandoned oil well and identify necessary setbacks. If the development will result in construction activity within the setback area, a statement confirming that the abandoned wells will be temporarily marked with on-site identification during construction must be included with the development permit application.