

Development Permit Application



Demolition

All materials must be clear, legible, and precise. Only applications that are complete will be accepted. This application is for a development permit only, if a building permit is required, you must apply for it separately.

Address

Lot _____ Block _____ Plan _____

Applicant

Same as Property Owner

Name _____
Address _____
Town/City _____ Postal Code _____
Phone _____
E-mail _____
Signature _____

Property Owner

Name _____
Address _____
Town/City _____ Postal Code _____
Phone _____
E-mail _____
Signature _____

Providing an email means you consent to receiving documents or communications related to this application, including, but not limited to development permit decisions, acknowledgments confirming an application is complete, any notices identifying or requesting outstanding documents and information, by email.

I, the applicant, acknowledge that:

1. This application does not exempt the applicant, owner, or owner's agents from full compliance with any easement, covenant, building scheme, or other agreements affecting the property, nor from any applicable laws, bylaws, or regulations.
2. The Town and its agents have the right to enter the property to inspect for and enforce compliance with issued permits, and any relevant bylaws, regulations, and legislation.
3. I declare that I have reviewed the information from the Energy Resource and Conservation Board (ERCB) and can advise that the information shows the absence of any abandoned wells on the parcel that is the subject of this application.

Signature _____

Date _____

As the Applicant, I affirm:

I am the registered owner of the above property.
I have entered into a binding agreement to purchase the above property with the registered owner(s).
I have permission of the registered owner(s) of the above property to make this application for a Development Permit.

Project Info

Start Date: _____
End Date: _____
Project Value: _____
Reason for Demo: _____

Asbestos Declaration

I, _____, the applicant, declare that all asbestos in the structures to be demolished has been remediated in accordance with regulations made pursuant to the Occupational Health and Safety Act and that all utilities have been, or will be, properly disconnected prior to demolition activities commencing.

OFFICE USE ONLY

Zoning _____

Assigned DP #: _____

Defined Use _____

Permit Fee: \$ _____ +\$15 (Title Search)

Allowable Use: Permitted Discretionary

Receipt Number: _____

Development Permit Checklist



Demolition

Applicants must check all necessary boxes, acknowledging that their application package contains all required information. **An incomplete application may result in processing delays and/or a permit refusal.**

Development Permit Application Package Requirements

Site Plan

Disposal Plan

Safety Plan

Certificate of Title* (<30 days)

*If the applicant is unable to obtain a Certificate of Title, the Town will acquire one for an additional fee of \$15.

Site Plan Components

1. Must be oriented with north at the top of the page and must contain a north arrow.
2. Must include in a text block on the site plan:

Property address

Size of lot in hectares/acres

of structures on site

of structures to be demolished

3. Must show site layout (and dimensions in metric or standard) which includes:

All property lines & adjacent streets/roads

All existing structures on the property with a clear indication of which will remain and which will be demolished.

Location of temporary fencing (the demolition site must be fenced during the demolition)

Staging area for demolition equipment and entry/exit points for equipment

Stockpile area of demolition debris and materials (if needed)

Disposal Plan

Map of proposed route for transporting materials for disposal

OR

Written description of proposed route

Safety Plan

Identification of risks (including but not limited to managing dispersion of dust and debris, fires and explosions, and personnel safety) and proposed mitigations associated with the demolition.

Description of any road closures required

Name and contact information of any contractors hired to complete the demolition

Name and contact information of on site supervisor(s)

Utilities Sign Off

ATCO Electric & Gas High Level

(780)841-1878 | doran.stoyanowski@atco.com

Signature _____

AltGas Utilities High Level

(780)841-1174 | lwarman@agutl.com

Signature _____

Telus Communications High Level

587)297-1870 | mark.liboiron@telus.com

Signature _____

Town of High Level Operations

(780)841-1236 | kstraub@highlevel.ca

Signature _____



Site Plan

Address:

Lot Size:

Hectares

Acres

of Existing Structures

of Structures for Demo

Other Info:
