



SCHEDULE A4 ( i )

**VILLAGE OF ASHCROFT**  
**PROCEDURES BYLAW NO. 500, 1989**  
**SCHEDULE A4 – APPLICATION FOR A DEVELOPMENT PERMIT**

Application/File No. \_\_\_\_\_

I/We hereby make application under the provisions of Part 29, Section 976 of the Municipal Act for a Development Permit to permit the proposed development as described in the attached form upon (legal description of property): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

and located at (street address or general location) \_\_\_\_\_

\_\_\_\_\_

Required application fee of **\$500.00** and the completed Permit Information Forms are attached

\_\_\_\_\_

Date

\_\_\_\_\_

Applicant's Signature

THIS APPLICATION IS MADE WITH MY FULL KNOWLEDGE AND CONSENT

\_\_\_\_\_

Date

\_\_\_\_\_

Registered Owner's Signature

Where the Applicant is NOT the REGISTERED OWNER the Application must be signed by the REGISTERED OWNER or his SOLICITOR.

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FOR OFFICE USE ONLY

APPLICATION FEE \$ \_\_\_\_\_ RECEIVED.      RECEIPT NO. \_\_\_\_\_

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Official



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**PERMIT INFORMATION FORM**

THE INFORMATION REQUESTED IN THIS FORM IS REQUIRED TO EXPEDITE THE APPLICATION AND ASSIST THE STAFF IN PREPARING A RECOMMENDATION.

This form is to be completed in full and submitted with all requested information, Development Permit Application, Application Fee and Certificate of State of Title or of Indefeasible Title for the subject property.

**Applicant and Registered Owner**

1. (1) Applicant's Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_ Postal Code \_\_\_\_\_  
Telephone: Business \_\_\_\_\_ Home \_\_\_\_\_
- (2) Registered Owner's Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_ Postal Code \_\_\_\_\_  
Telephone: Business \_\_\_\_\_ Home \_\_\_\_\_
- (3) A copy of a State of Title Certificate, or a copy of Certificate of Indefeasible Title, dated no more than thirty (30) days prior to submission of the application must accompany the application as a proof of ownership.

**Application Fee**

2. An Application Fee as set out in Fees Bylaw No. \_\_\_\_\_ (applicable section of which is attached) shall be made payable to the Village of Ashcroft and shall accompany the Application.

**Subject Property and Development**

3. (1) Legal Description in Full \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (2) Location (street address of property, general description or map) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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(3) Present Zoning/Land Use Designation \_\_\_\_\_

\_\_\_\_\_

(4) Present Development Permit Area Designation in the Official Community Plan \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(5) Description of the Existing Use/Development \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(6) Full Description of the Proposed Development(Use separate sheet if necessary) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(7) Description of Features of the Proposed Development to satisfy Development Permit Area Guidelines and Conditions set out in the Official Community Plan (copy of relevant section(s) of the Official Community Plan to be provided by the Village staff) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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(8) Proposed Variation and/or Supplementation to Existing Regulation (if relevant)\_\_\_\_\_

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Reasons in Support of Application

4. Reasons and comments in support of the application (use separate sheet if necessary)\_\_\_\_\_

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Attachments

5. At the time of providing Applications and Information Forms to the applicant the Village Clerk Treasurer or designated official shall indicate which of the following attachments are required or not required for this Application. The Village Clerk Treasurer or designated official may require additional information.

(1) A dimensioned Sketch Plan drawn to a scale of \_\_\_\_ to \_\_\_\_ showing the parcel(s) or part of the parcel(s) to be redesignated and the location of existing buildings, structures and uses.

REQUIRED: Yes \_\_\_\_\_ No \_\_\_\_\_

(2) A dimensioned Site Development Plan drawn to a scale of \_\_\_\_ to \_\_\_\_ showing the proposed use, buildings and structures, highway access, etc.

REQUIRED: Yes \_\_\_\_\_ No \_\_\_\_\_

(3) A dimensioned Site Development Plan drawn to a scale of \_\_\_\_ to \_\_\_\_ showing the proposed approach to servicing the site, including water, sanitary sewer, drainage, road access, streets adjacent to the subject property, on-street parking, etc.

REQUIRED: Yes \_\_\_\_\_ No \_\_\_\_\_

(4) A Contour Map (Plan) drawn to a scale of \_\_\_\_ to \_\_\_\_ with contour interval of \_\_\_\_\_, if warranted by the topographic condition of the subject line.

REQUIRED: Yes \_\_\_\_\_ No \_\_\_\_\_

(5) A dimensioned landscaping and screening plan drawn to a scale of \_\_\_\_ to \_\_\_\_ showing proposed landscaping and screening features.

REQUIRED: Yes \_\_\_\_\_ No \_\_\_\_\_

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- (6) A dimensioned architectural cross-section drawing at a scale of \_\_\_\_ to \_\_\_\_ showing the relationship of the proposed structures to the site, including slope of the land, other structures and development on adjacent properties.

REQUIRED: Yes \_\_\_\_ No \_\_\_\_

- (7) A conceptual elevation or perspective drawing of a typical structure or group of structures to illustrate building form and character of the proposed development.

REQUIRED: Yes \_\_\_\_ No \_\_\_\_

- (8) A dimensioned Sketch Plan drawn to a scale of \_\_\_\_ to \_\_\_\_ of the proposed subdivision, where subdivision is contemplated.

REQUIRED: Yes \_\_\_\_ No \_\_\_\_

9. Technical information or reports and other information required to assist in the preparation of the Permit, listed below:

Specific Reports:

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General:

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\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicants Signature

FOR OFFICE USE ONLY

Forms duly completed, received.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Officer