



Summer Village Office  
P.O. Box 100  
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780) 586-2494 Fax: (780) 586-3567  
email: [info@svofficepl.com](mailto:info@svofficepl.com) website: [www.svofficepl.com](http://www.svofficepl.com)

## Summer Village of Crystal Springs

**APPLICATION FOR DEVELOPMENT PERMIT  
LAND USE BYLAW NO. 184 AND AMENDMENTS THERETO**

**Permit Number  
DP \_\_\_\_\_**

I / We hereby make application for a Development Permit for the use noted below:

<b>Name of Applicant:</b> _____	<b>Phone:</b> _____
<b>Interest of the Applicant:</b> _____	<b>Fax:</b> _____
<b>Email:</b> _____	
<b>Mailing Address of Applicant:</b> _____	
<small>Street</small>	
_____	
<small>City, Province, Postal Code</small>	

<b>Owner of the Land to be developed:</b> <input type="checkbox"/> Same as applicant	
or _____	
<small>Owner</small>	
<b>Mailing Address of Owner:</b> _____	<b>Phone:</b> _____
<small>Street</small>	
_____	
<small>City, Province, Postal Code</small>	<b>Fax:</b> _____
<b>Email:</b> _____	
<b>Legal Description of Property to be developed:</b> Lot ____, Block ____, Plan _____ Roll # _____	

**Municipal Address:** \_\_\_\_\_ Avenue, Crystal Springs, Alberta  
Cottage number

**Proposed Development / Demolition:** \_\_\_\_\_  
(For example – addition to existing dwelling, new cottage, new garage, etc.)

\*\*Please note that a permit can only be used for one purpose, separate permits are required for each project you wish to undertake\*\*

**Value of Construction:** \$ \_\_\_\_\_

**Commencement Date:** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

THIS IS NOT A BUILDING PERMIT. YOU ARE REQUIRED TO APPLY TO SUPERIOR SAFETY CODES INC. AT 1.888.358.5545 [WWW.SUPERIORESAFETYCODES.COM](http://WWW.SUPERIORESAFETYCODES.COM) WHO HAS BEEN AUTHORIZED TO ISSUE PERMITS AND PROVIDE COMPLIANCE MONITORING FOR PERMITS REQUIRED IN THE BUILDING, ELECTRICAL, PLUMBING OR GAS DISCIPLINES IN THE SUMMER VILLAGE OF CRYSTAL SPRINGS.

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The personal information contained on this form is collected pursuant to Section 32c of the Freedom of Information and Protection Privacy Act, Part 17 of the Municipal Government Act, and will be used for the purpose of application review and analysis and may include notification to various County or Provincial Departments or agencies; and adjacent landowners and/or municipalities in which the application and/or related correspondence is copied and circulated. The application process can be viewed in our Land Use Bylaw #184 on our website at [www.svofficepl.com](http://www.svofficepl.com). If you have any questions about this collection, please contact the Planning and Development Department, Summer Village Office at 780.586.2494.

One copy of the following plans, specifications and documents **must** be submitted with this application:

**Site Plan:** An accurate, scaled plan showing the location of all buildings, vehicle access and parking, utility lines, gas and electricity lines, well, water lines, sewer lines, septic tanks. The site plan will also show the flow of surface drainage across the lot ensuring that surface runoff water does not discharge from the site to an adjacent property.

**Construction Drawings:** Floor plans, elevations and sections, including all height and horizontal dimensions including a drawing or rendering of the finished building and photos of the buildings on adjacent lots.

**Elevation Drawings:** An elevation drawing showing, from the viewpoint of the lake and/or the road, the proposed buildings in relation to the existing buildings on the subject and neighbouring lots. (If required by Development Authority)

**Real Property Report:** A Real Property Report or a Building Location Certificate prepared by an Alberta Land Surveyor.

**Cantilevered extension, protruding windows, etc.:** Will not protrude into the required side yards.

**Accuracy of Building Placement:** If the proposed development is for a new building, you may be required to submit a Real Property Report prepared by an Alberta Land Surveyor, after the footings have been installed, **but before any flooring or framing work has commenced, certifying that the building under construction meets the yard and setback requirements of the Land-Use Bylaw and the Alberta Building Code.**

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**Estimated Value of Construction:** \$ \_\_\_\_\_

**Estimated Commencement Date:** \_\_\_\_\_

**Estimated Completion Date:** \_\_\_\_\_

DEVELOPMENT PERMIT FEES: \$10.00 PER \$10,000.00 DEVELOPMENT COSTS

\*\*MINIMUM CHARGE \$100.00\*\*

PERMIT FEE ENCLOSED: \_\_\_\_\_ Cheque# \_\_\_\_\_ Cash Receipt \_\_\_\_\_ Initial \_\_\_\_\_

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I / We hereby authorize the Development Authority or designate to enter on to the property during construction to ensure that all development is in accordance with the Land Use Bylaw.

Note: The undersigned property owner waives his/her rights to allow the public at large to view their development permit file including private blueprints.

**Signature of Applicant:** \_\_\_\_\_ Date: \_\_\_\_\_

**Signature of Titled Property Owners:** \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_Date...\_\_\_\_\_  
\_\_\_\_\_Date...\_\_\_\_\_

For Office Use Only

The above application has been examined as to its compliance with the Summer Village of Crystal Springs Land Use Bylaw #184, as amended and is

\_\_\_\_\_ **APPROVED** subject to the conditions as noted on the attached notice of decision.

Effective Date: \_\_\_\_\_  
(This permit is void unless attached to the Notice of Decision)

Where an appeal on a development permit can be considered by the Subdivision and Development Appeal Board, the permit does not come into effect until fifteen days after the date of decision, and any development proceeded with, prior to the effective date of the permit, is done solely at the risk of the applicant.

\_\_\_\_\_ **REFUSED** for the following reason. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature of Development Officer:** \_\_\_\_\_ Date \_\_\_\_\_

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Summer Village of Crystal Springs – Site Plan Drawing Form – [www.svcrystalsprings.ca](http://www.svcrystalsprings.ca)

Permit #: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Civic Add: \_\_\_\_\_  
 Lot: \_\_\_\_\_ Block: \_\_\_\_\_  
 Plan: \_\_\_\_\_

Helpful Statistics from Land Use Bylaw & Provincial Guidelines			
Setbacks	Front	Back	Side
Primary Building	20 feet or 6 meters	20 feet or 6 meters	6 feet or 1.83 meters
Secondary Building	20 feet or 6 meters	3.28 feet or 1 meter	3.28 feet or 1 meter
Septic (water tight holding tank)	1 meter or 3.25 feet	1 meter or 3.25 feet	1 meter or 3.25 feet
Water Well	1 meter or 3.25 feet	1 meter or 3.25 feet	1 meter or 3.25 feet

Other Guidelines

- see Land Use Bylaw #176 for height regulations
- building separation 9.84 feet or 3 meters
- combined ground coverage not to exceed 40% of lot
- combined ground coverage not to exceed 100 square meters on a standard lot or 150 square meters on a large lot
- must follow provincial guidelines
- 9 meters or 30 feet from any water source/course
- must follow provincial guidelines
- 10 meters (33 feet) from water tight septic tank

Adjacent Property

**Subject Property**

Adjacent Property