

APPLICATION FOR TOURIST HOME DEVELOPMENT PERMIT



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FOR OFFICE USE ONLY

Date Received: _____

I hereby make application under the provisions of the Summer Village of Sunbreaker Cove Land Use Bylaw 99/13 for a Development Permit in accordance with the plans and supporting information submitted herewith in which forms part of this application.

APPLICANT INFORMATION

Applicant/Registered Owner: _____

Phone: _____ Cell: _____

Full Mailing Address: _____

Email: _____

Civic Address of tourist home property: _____

Lot: _____ Block: _____ Plan: _____

Proposed maximum amount of people: _____

The operator of a tourist home shall provide the Summer Village Office with the name and phone number(s) of at least one person (adult) that is authorized to act on the owner/operator's absence. The owner/operator is responsible for informing the Summer Village Office of any changes in this information.

Name: _____

Phone: _____

Email: _____

BY SUBMITTING AN APPLICATION, I HEREBY ALLOW RIGHT OF ENTRY FOR INSPECTION PURPOSES. I HEREBY CERTIFY THAT THE INFORMATION GIVEN ON THIS FORM IS FULL AND COMPLETE AND IS, TO THE BEST OF MY KNOWLEDGE, A TRUE STATEMENT OF THE FACTS RELATING TO THIS APPLICATION FOR DEVELOPMENT APPROVAL.

Signature of Registered Owner(s)

Signature of Registered Owner(s)

Date: _____

Application Checklist *(Include with Application)*

Application for development shall be accompanied by the following:

- A non-refundable fee of \$500.00.
This fee includes the additional discretionary use fee.
- A complete Application with signatures.
- Scaled floor plans (11x17 or smaller), including room locations and uses.
- Parking plan on the property or on the road allowance in front of the property, showing a minimum of one stall per bedroom.
- A Letter of Intent is required when making an application for a discretionary use.
 - Letter of intent shall also include firepit details, docking facilities plan and smoke detector/fire safety plan.
- A current copy of the Certificate of Title (30 days or less) indicating ownership and encumbrances.
- Any other information that the Development Authority may require.

Please Note:

- 1) The Development Authority may refuse to accept an application for a development permit where the required information is not supplied or where, in the Development Authority's opinion, the quality of material supplied is inadequate to properly evaluate the application.
- 2) The Development Authority may deal without all the information required, if the Development Authority is of the opinion that a decision on the application can be properly made without such information.
- 3) After approval, permits are subject to a 21-day appeal period.
- 4) Permit application information collected by the Summer Village will be used for the purpose to processing the permit application. This information may also be used for other purposes related to the operation of the municipality.
- 5) Tourist Homes are listed as a discretionary use, and it will be presented to the Municipal Planning Commission (MPC) for approval or denial.
- 6) MPC Hearings are scheduled as needed and are open to the public.
- 7) How Long Does it Take to Receive a Development Permit? - The Municipal Government Act provides for a maximum of 20 days to determine if your development application is deemed complete, then an additional 40 days to approve/deny your development application.
- 8) Significant amendments to a development permit requires a non-refundable fee of \$200.00
- 9) Communications regarding development permits will be done via email address provided on the application.

Applicant's Initials: _____