

# Town of Edson

## Development Permit New Application

605 - 50th Street  
P.O. Box 6300  
Edson, AB T7E 1T7  
www.edson.ca



		Clear Form	Print Form
<b>Applicant Information</b>		<b>Application No.:</b>	
<b>Applicant(s):</b>		<input type="checkbox"/> Fees/Receipt	
<b>Mailing Address:</b>		<b>Date Received:</b>	
		<b>Deemed Complete:</b>	
<b>Province:</b>		<b>Country:</b>	
<b>City:</b>		<b>Postal Code:</b>	
<b>Main Contact Name/ Company Name <i>(if different from applicant)</i></b>		<b>Email:</b>	
<b>Phone Number:</b>		<b>Fax #:</b>	
<b>Landowner Information</b>			
<b>Registered Owner(s) of Land: <i>(if different from applicant)</i></b>		<b>Phone Number:</b>	
<b>Subject Property Information</b>			
<b>Street Address of Proposed Development:</b>			
<b>Legal Description: Plan:</b>	<b>Block:</b>	<b>Lot:</b>	<b>(OR) Long Legal:</b>
<b>Type of Permit:</b>	Choose an item.		
<b>Existing use of Land and/or Building(s) on Property:</b>			
<input type="checkbox"/> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional			
<b>Land Use District:</b>	Choose an item.		
<b>Proposed Development Information</b>			
<b>Description of Proposed Development:</b>		<b>Area of all buildings as a % of Parcel (Land) Area</b>	<b>Estimated Construction Value:\$</b>
<b>SEE PAGE TWO FOR INFORMATION TO BE SUBMITTED WITH THE APPLICATION</b>			

**Every Application for a Development Permit shall, unless otherwise directed by the Development Officer, be accompanied by the following, or WILL NOT BE ACCEPTED AS COMPLETE:**

**For all Development Permit Applications:**

- Applicable Fee(s)** *(Should the development commence without a development permit, double the fee(s) apply.)*  
Please refer to the [Town of Edson's Bylaw 2318](#) for the applicable fee(s)

- Copy of Certificate of Title
- One copy of a **Site Plan (Aerial View)** to scale (preferably Real Property Report) showing the following information in **metric** system:
  - Property boundaries and parcel dimension
  - Location, dimensions and use of all existing and proposed buildings or structures and distance of each from property lines
  - Abutting streets, avenues, and lanes shown
  - Dimensioned layout of parking areas, entrances and exists
  - Fencing, screening, and garbage areas
  - All utility rights of way and easements

**For all Development Permit applications for NEW CONSTRUCTION OR RENOVATION**

- One complete set of Construction Plans OR Preliminary Drawings showing the following information in metric system:
  - Floor plans of all level of the building(s)
  - Elevations – views of EACH side of the building/structure showing location of windows and doors, slope of roof.  
(This is what the building(s) would look like if you took a picture of each outside wall.)
  - Height of the building or structure (height of the deck from the ground)
  - Description of exterior finishing materials (siding/roofing) including color(s)
  - Grading and drainage plan
  - Landscaping plan, existing and proposed vegetation.

For development permit applications for **DEMOLITION:**

- An outline of the site showing the structure being demolished
- Location of stockpiles and/or waste bins

For development permit applications for **SIGNS:**

- All dimensions of the sign, including height of the sign and the sign structure;
- Area and design of sign copy;
- Type of construction and finishing to be utilized;
- Method of support, and if freestanding, provide details on the base of the sign (e.g. landscaping);
- Details of sign illumination and/or digital media, if applicable;
- Site plan showing sign location in relation to property boundaries and any buildings or structures on site;
- Owner authorization if applicable;
- Photographs of the proposed site and adjacent properties; and
- Any other additional information deemed necessary by the Development Authority to evaluate a sign permit application.

For development permit applications for **CHANGE OF USE:**

- Floor Plan
- Site Plan
- Sign information if applicable

**Additional Information:**

1. The Development Authority has 40 days from the day of Application is deemed complete to issue the decision on a Development Permit Application. The Development Permit, upon issuance, does not become effective until twenty-one (21) days after the date of issue of Notice of Decision.
2. Where an application for a Development Permit has been refused, another application for a permit on the same parcel of land and for the same or similar use, by the same or any other applicant may not be accepted by the Development Officer until at least six (6) months after the date of refusal.
3. A Development Permit is NOT a Building Permit. For Safety Codes Permits including Building, Plumbing, Gas and Electrical Permits, please contact one of the following:

**Superior Safety Codes Inc.**  
Phone number: 780-489-4777  
Toll Free: 1-866-999-4777  
Fax: 1-866-900-4711  
info@superiorsafetycodes.com

**The Inspections Group Inc.**  
Phone number: 780-454-5048  
Toll Free: 1-866-554-5048  
Fax: 1-866-454-5222  
questions@inspectionsgroup.com

**IJD Inspections Ltd.**  
Phone number: 403-346-6533  
Toll Free: 1-877-617-8776  
Fax: 403-347-2533  
info@ijd.ca

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I hereby declare that all information provided in this application is true, complete and accurate to the best of my knowledge. I understand that providing false information may result in rejection of my application.

**Signature of Applicant:**  **Date:**

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I/We hereby give our consent for the Applicant to make an application for development and also for an officer of Council to enter upon these lands or buildings to conduct any investigation as may be required in consideration of this application.

**Printed Name of Land Owner(s):**

**Signature of Land Owner(s):**  **Date:**

**FOR SUBMISSIONS AND QUESTIONS, PLEASE CONTACT THE PLANNING DEPARTMENT AT [PLANNING@EDSON.CA](mailto:PLANNING@EDSON.CA) OR 780-723-4402**