



TOWN OF FORT MACLEOD DEVELOPMENT AGREEMENT APPLICATION

FOR OFFICE USE ONLY
Date Received: _____
Accepted By: _____
Date Deemed Complete: _____
Application No. (if applicable): _____

Date of Application: _____

IMPORTANT NOTICE: This application **does not** permit you to commence construction until such time as a Development Agreement has been signed and issued by the Development Authority.

APPLICANT INFORMATION

Name of Applicant: _____
(please print): _____

Phone (primary): _____

Mailing Address: _____

Phone (alternate): _____

City: _____

Fax: _____

Postal Code: _____

Email: _____

Is the applicant the owner of the property? Yes



No
IF "NO" please complete box below

Name of Owner: _____	Phone: _____
Mailing Address: _____	Applicant's interest in the property: <input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/> Tenant <input type="checkbox"/> Other _____

City: _____	
Postal Code: _____	

PROPERTY INFORMATION

Municipal Address: _____

Legal Description: Lot(s) _____ Block _____ Plan _____

Land Use District: _____

What is the existing use? _____

PROPOSED DEVELOPMENT INFORMATION

Development Type:

- Commercial
- Industrial
- Residential

Description:

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application for a Development Agreement. I also consent to an authorized person designated by the municipality to enter upon the subject land for the purpose of an inspection during the processing of this application.

IMPORTANT: This personal information is being collected under the authority of the Town of Fort Macleod for development. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. For more information contact the Town of Fort Macleod FOIP Coordinator at 403-553-4425.

APPLICANT

Registered Owner (if not the same as applicant)

TOWN OF FORT MACLEOD DEVELOPMENT AGREEMENT APPLICATION

DEVELOPMENT AGREEMENT SUBMISSION REQUIREMENTS

The following items shall be attached to all Development Agreement Applications. This is not an exhaustive list and the Designated Officer may request additional information that is required to assess the application.

Site Plan Requirements. Site plan shall provide the following information:

	Yes	No	N/A
1. Scale, North arrow and legend.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The boundaries and measurements of the lot(s) in metric.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Location of existing and proposed buildings and structures on the property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Setback of any buildings from the lot lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Existing Municipal infrastructure and connections (i.e. water mains, sewer mains, stormwater catchment areas).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Existing private infrastructure (i.e. gas lines, power infrastructure, streetlights, telephone/cable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Proposed infrastructure improvements including but not limited to: signage, grading, road construction, approaches, underground and overhead infrastructure, streetlights (dark sky friendly), sidewalks and pathways, landscaping, and drainage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Identify any easements that are to be conveyed to the Municipality for construction, maintenance or improvement of watercourses, ditches, land drainage, water, storm, sanitary facilities, and/or other public works.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Identify any private easements that are to be conveyed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Document Requirements.

	Yes	No	N/A
1. One full sized copy of the site plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Two reduced copies of the site plans (11x17).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. One copy of the stormwater management report completed by a professional engineer. This report should specify grading and outline provisions for the disposal of storm and surface flow from the land and any structures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. One copy of the site servicing report completed by a professional engineer. This report should contain detailed information regarding private and municipal infrastructure (i.e. sidewalks, roads, water, sewer and wastewater mains).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Digital submission of all plans and reports in PDF format.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Survey plan and Certificate of Title.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Consultation with Town staff is encouraged to aid the applicant in identifying which of the above is required.*

If applicant is not the registered owner, a written statement (or this application) signed by the registered owner consenting to this application.