Summer Village of
Sundance Beach
RR1 South, Site 1, Box 28
Thorsby, AB, T0C 2P0
780-389-4409

DEVELOPMENT PERMIT APPLICATION

Application No._____ Tax Roll No._____ Development Permit No. _____
(For Office Use Only)

Applicant: _____ Phone No. Bus. _____

Mailing Address: _____ Phone No. Res. _____

Registered Owner of Land: _____ Phone No. _____

Mailing Address: _____ Email: _____

DEVELOPMENT INFORMATION

Summer Village Address of Property: _____ Address of Proposed Site: _____

Legal Description: Lot: _____ Block: _____ Plan: _____ Land Use District: _____

Existing Use of Land/Building: _____

Description of Proposed Development: _____

_____

Estimated Construction Value: _____ % Lot Coverage-All Buildings: _____
Contractor: _____
Estimated Start Date: _____ Estimated Completion Date: _____

Proposed Setbacks: N/A: __Front: _____ Left Side: _____ Right Side: _____ Rear: _____

SIGNATURE

I/We hereby make application for a Development Permit under the provisions of the Summer Village of Sundance Beach Land Use Bylaw 2024-04 in accordance with the plans and supporting information submitted herewith and which form a part of this application. I/We further certify that the registered owner of the land described is aware of this application.
I/We hereby authorize the Development Authority to enter on to the property at any time to ensure that all development is in accordance with the Land Use By-Law.

Applicant Name: _____Signature: _____ Date: _____

Fees
$75 for a Demolition Permit in not done directly in conjunction with property redevelopment
$60 for a tree permit fee;

All other types of development:
See Bylaw 2026-03 Fees Bylaw

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THIS FORM MUST BE ACCOMPANIED BY THE FOLLOWING:

- ☐ **Site Plan**: A site plan to scale, showing the proposed front, rear and side yards, locations of all existing buildings, and any provisions for off-street loading and vehicle parking and access and egress points to the site. Site plan must also show the location of the overhead powerline, and the distance of the building from the powerline. Minimum required distance is 3 metres, plus swing distance.
- ☐ **Preliminary Drawings**: Floor plans, elevation and sections, including all height and horizontal dimensions.
- ☐ **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 site; and
- ☐ **Real Property Report**: A real property report prepared by an Alberta Land Surveyor where the proposed development is an addition to an existing building on the site.
- ☐ **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 footing has 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 2024-04 and the Alberta Building Code.
- ☐ **Lot Grading and Drainage Plans:** A lot grading and drainage plan must consist of a footprint diagram of the lot to be developed, with existing grade levels for the property and a clear diagram indicating post-construction levels and proposed water flows.
- ☐ **Fees:** All applicable fees must accompany development permit applications.

No Work is to Commence Prior to Approval of Application
Building Permits are Required for all New Construction & Major Renovations

CONDITIONS

1. A Development Permit issued under the provisions of the Land Use Bylaw 2024-04 shall not be valid until the lapse of the appeal period. For a permitted use, the appeal period is twenty-one (21) days from the notice of the decision to grant the permit.
2. If the development authorized by a permit is not commenced with 6 months from the date of issue, or if, having commenced, work ceases for six months, the permit is deemed to be void, unless an extension to this period has previously been granted by the Development Authority.
3. Landowner is responsible for damages to village roads, and must restore the roads to the same condition prior to construction. If applying for a new residence, garage or guesthouse, landowner may be required to provide a $5,000 security deposit for the roads.
4. A Development Permit is not a Building Permit. You are required to acquire all safety code permit application forms through The Inspections Group 12010-11 Ave. Edmonton, AB T5G 0E6, Phone 780 454-5048 or Toll-free 1-866-554-5048 – www.inspectionsgroup.com
5. The Summer Village of Sundance Beach is not responsible for Alberta Building Safety Code compliance monitoring or inspections. All safety code and other permits required by the Province of Alberta or Government of Canada and the sole responsibility of the Owner(s).
6. An appeal of an order, and/or a decision or a failure to make a decision by the Development Authority may be made in writing to the Subdivision and Development Appeal Board in accordance with the provisions set forth in the Subdivision and Development Appeal Board Bylaw A8-146 and amendments thereto.

The personal information provided as part of this application is collected under the authority of the Safety Codes Act. The information will be used for issuing permits, safety codes compliance verification and monitoring, and property assessment purposes. This application constitutes part of the permit. The name of the permit holder and the nature of the permit are available to the public upon request. Any questions related to the collection and use of this information should be referred to the Development Officer at (780) 389-4409.

Payment can be sent by:

- Cheque to the Summer Village Office, make payable to: The Summer Village of Sundance Beach
- E-transfer to: cao@sundancebeach.ca