

Sign Development Permit #: _____ Application Date: _____

To Be Completed By Applicant:
Do you have a Business License with the Town of Blackfalds? ☐ Yes ☐ No Bus Lic No. _____
Permit Being Applied for By: ☐ Land Owner ☐ Applicant/Contractor

Landowner Name(s): _____
Mailing Address: _____
City: _____ Prov: _____ Postal Code: _____
Phone: _____ Alt Phone: _____
Email Address: _____
Preferred Method of Correspondence: ☐ Email ☐ Mail ☐ Phone

☐ (Same as Landowner)
Applicant/Contractor Name(s): _____
Mailing Address: _____
City: _____ Prov: _____ Postal Code: _____
Phone: _____ Alt Phone: _____
Email Address: _____
Preferred Method of Correspondence: ☐ Email ☐ Mail ☐ Phone

Sign Location Civic Address: _____
Legal Description: Lot: _____ Block: _____ Plan: _____ Land Use District: _____
Sign Company to Erect Sign: _____
Does the Sign Company have a Valid Business License: ☐ Yes ☐ No ☐ Unknown

Dimensions of Sign: (as applicable): _____
Sign Face Area: _____ m²/ft²
Horizontal: _____ m/ft Vertical: _____ m/ft Depth: _____ m/ft
Distance to Grade: _____ m/ft Approx. Value: \$ _____

Wording on Sign: _____

Placement of Sign: (site plan noting sign location and setbacks required)
Setback from Curb: _____ m/ft
Setback from Sidewalk: _____ m/ft
Setback from Road Access: _____ m/ft
Setback from Hydrant: _____ m/ft
Setback from nearest Property Line: _____ m/ft
Setback(s) from Other Signs: _____ m/ft
Setback from Intersection: _____ m/ft

Variance Required ☐
Reason for variance
(please attach reasons for variance request):

Permanent Sign Type:
☐ Awning and Canopy
☐ Fascia
☐ Freestanding
☐ Neighbourhood Identification
☐ Painted Wall

☐ Integrated Roof
☐ Under Canopy
☐ Electronic Message
☐ Window
☐ Projecting
☐ Other: _____

Temporary Sign Type: (*see below)
☐ Banner
☐ Changeable Copy (Manual)
☐ Portable
☐ Flag
☐ Inflatable
☐ Other: _____

***For Temporary Signs Only:** (Banner, Changeable Copy (Manual), Portable, Flag, Inflatable):
Requested Date of Sign to be in Place: From: _____ To: _____

PLEASE TURN OVER

Sign Development Permit #: _____ Application Date: _____

Is the property the subject of a license, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission? ☐ Yes ☐ No

If yes, please describe: _____

Is the property the subject of the application the subject of a license, permit, approval, or other authorization granted by the Minister or granted under any Act the Minister is responsible for under s.16 of the Government Organization Act*? ☐ Yes ☐ No

If yes, please describe: _____

Is the subject property immediately adjacent to the County boundary? ☐ Yes ☐ No

If yes, please describe: _____

**The Minister is responsible for the following acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act.*

RESOURCES:

Water Act & Environmental Protection and Enhancement Act Approvals - **Alberta Energy Regulator:** <https://avw.alberta.ca/ApprovalViewer.aspx>
Historic Sites/Resources (requires an account) – **Online Permitting and Clearance (OPAC):** <https://www.opac.alberta.ca/Login.aspx>
Abandoned Wells – **Abandoned Well Map Viewer:** <https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>
Pipeline/Well Locations – **Regulatory Assurance:** <https://regulatoryassurance.alberta.ca/dras?id=public-notice>

NOTES:

1. This Application constitutes part of the permit.
2. Every Development Application shall be completed and submitted in accordance with the current Town of Blackfalds Land Use Bylaw in force.
3. Failure to comply with this form fully and lack of the required information, permit fee and plans may cause delays in processing this Development Application.
4. An Application for a Development Permit shall be deemed to be refused when the decision of the Development Authority is not made within forty (40) days of receipt of the completed application, or within such an extended time period as agreed to in writing between the applicant and the Development Authority.
5. Any questions related to the collection and use of this permit information should be referred to the Records Management & FOIP Coordinator at foip@blackfalds.com or by phone at 403.885.6370.

A DEVELOPMENT PERMIT COMES INTO EFFECT:

- a. if it is issued by the Development Authority, twenty-one (21) days after the date of decision.
- b. if it is issued by Town Council with respect to a development in a Direct Control District, upon the date of its issue, or
- c. if an appeal is made, on the date that the appeal is finally determined.

Once a development permit has been issued, it remains in effect until:

- i) it expires, in cases where the Development Permit was issued for a limited period of time
- ii) It expires, because of failure to commence Development
- iii) it is cancelled or suspended

I hereby make application for a Development Permit under the provisions of the current Town of Blackfalds Land Use Bylaw in force in accordance with the plans and supporting information submitted herewith and which form part of this application and will abide by all conditions of approval. By submitting this application I hereby allow right of entry for inspection purposes.

Permit Applicant Name(s): _____

Permit Applicant Signature(s): _____

Landowner Name(s): _____

Landowner Signature(s): _____

Date: _____

BELOW FOR OFFICE USE ONLY

Lot: _____ Block: _____ Plan: _____ Land Use District: _____ Tax Roll #: _____

Variance Requested (if applicable): ☐ MPC ☐ Development Officer

Does the Sign Company have a Valid Business License: ☐ Yes ☐ No

Sign Development Permit Fee: (1-61-00-520)	\$	MPC Date: _____
TOTAL:	\$	Appeal Meeting Date: _____
		Notification Date: _____

Receipt #: _____ Date Application Deemed Complete: _____

Personal information provided as part of this application will be used for issuance of permits, property assessment, and/or safety codes compliance monitoring and verification. The information is collected under the authority of the *Municipal Government Act*, the *Safety Codes Act* and the Land Use Bylaw currently in force, as well as Section 4(c) of the *Protection of Privacy Act* and will be protected under Part 1 of the *Protection of Privacy Act*. As mandated in the *Access to Information Act*, applicant names and the nature of permits issued may be made publicly available. Questions or concerns regarding the collection and/or use of this information may be directed to the Information Governance Coordinator at access@blackfalds.ca or by phone at 403.885.6370.