



Town of Claresholm
APPLICATION FOR A DEMOLITION PERMIT

DATE RECEIVED: _____

DATE DEEMED COMPLETE: _____

Application No. _____

I/We hereby make an application for a development permit under the provisions of Land Use Bylaw No. 1525 in accordance with the plans and supporting information submitted herewith and which forms part of this application.

APPLICANT INFORMATION

APPLICANT: _____

Mailing Address: _____ Telephone No. _____

Applicant's Interest if not the registered owner: _____

REGISTERED OWNER OF LAND CONCERNED: _____

Mailing Address: _____ Telephone No. _____

CONSENT SIGNATURES

I certify that I am the registered owner or that the registered owner(s) of the land described above is aware of this application and 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.

IMPORTANT: *This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).*

DATE: _____

SIGNED:

Applicant

SIGNED:

Registered Owner

PROPERTY INFORMATION

CIVIC ADDRESS: _____

PROPERTY LEGAL DESCRIPTION: Lot(s): _____ Block: ____ Plan: _____

Quarter : _____ Section : _____ Twn: _____ Range: _____

LAND USE DESIGNATION (ZONING): _____

EXISTING USE: _____

PROPOSED DEVELOPMENT/USE: _____

PROPOSED SETBACKS: Units: Meters Feet

Front: _____ Rear: _____ Sides: _____



OFF-STREET PARKING: No.of Spaces: _____

Where on parcel located / or to be located: _____

LOADING AND UNLOADING FACILITIES: No.of Spaces: _____

Where on parcel located / or to be located: _____

DETAILS OF PROPOSED DEVELOPMENT (Where Applicable)

Footings _____ Interior Finishing _____ Heating _____
 Foundation _____ Roofing Material _____ Plumbing _____
 Structure _____ Lighting _____ Floor Area _____
 Exterior Finish _____ Other Details _____

CONSTRUCTION VALUE OF PROPOSED DEVELOPMENT

Labour Value \$ _____

Material Cost \$ _____

TOTAL PROJECT VALUE \$ _____

| |
|----------------------------|
| FOR OFFICE USE ONLY |
| PERMIT FEE \$ |

PROJECT PLANNING: Additional Permits and Approvals

Estimated commencement date: _____

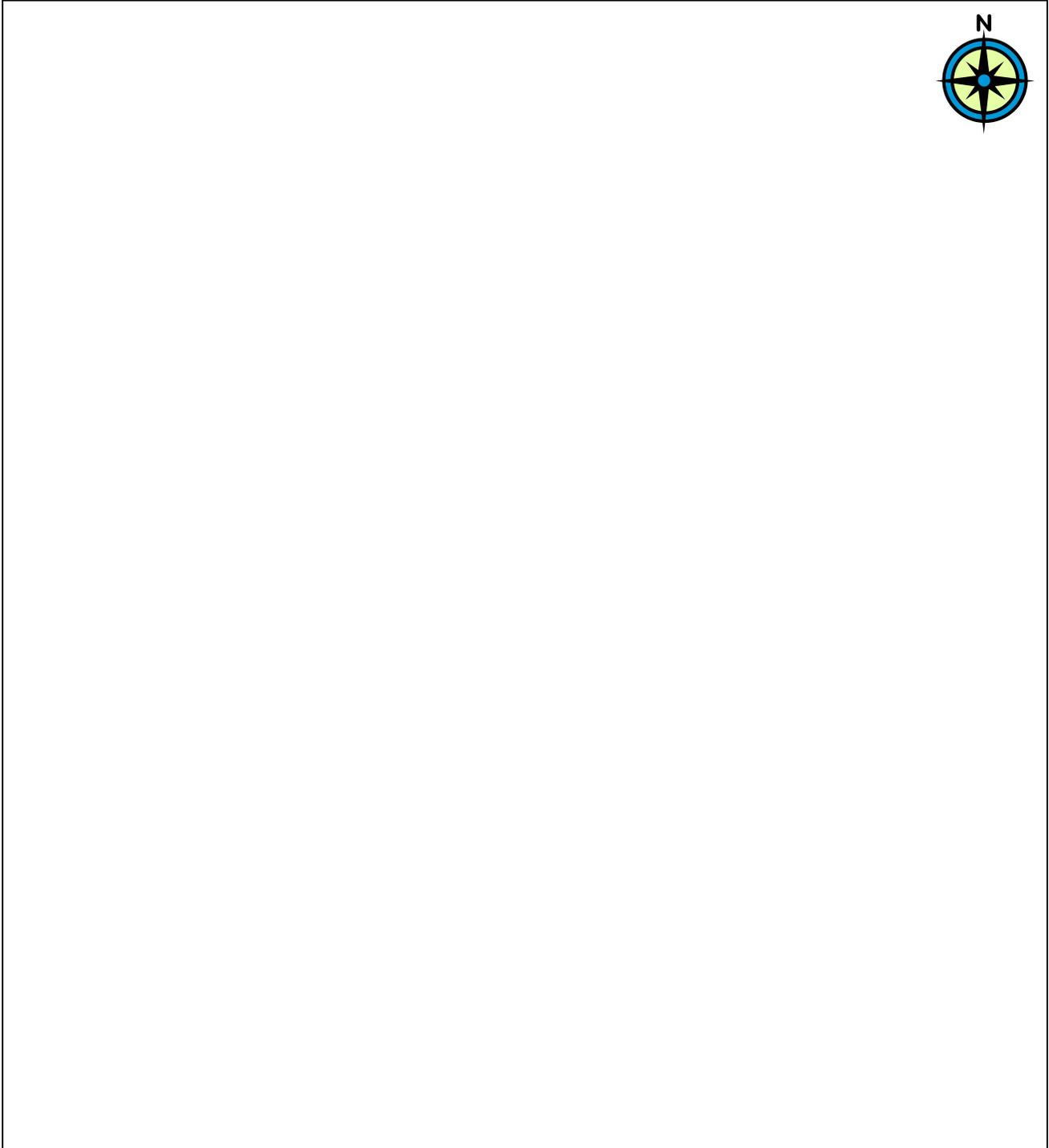
Estimated completion date: _____

- | | |
|--|---|
| <input type="checkbox"/> Building Permit | <input type="checkbox"/> Electrical Permit |
| <input type="checkbox"/> Plumbing Permit | <input type="checkbox"/> Gas Permit |
| <input type="checkbox"/> Alberta Health Services | <input type="checkbox"/> Alberta Transportation |
| <input type="checkbox"/> Other specify: | |

| FOR OFFICE USE ONLY | |
|---|--|
| ROLL #: | |
| RECEIVED BY: | |
| PROCESSED BY: | |
| PLAN REVIEW REQUIRED: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | |
| DECISION BY: <input type="checkbox"/> Development Officer <input type="checkbox"/> Municipal Planning Commission <input type="checkbox"/> Council | |
| DECISION: <input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Refused | |

Site plan of proposed Demolition

Please provide a sketch of the proposed demolition. Be sure to include the location of the proposed demolition compared to the location of any existing buildings, the location of other structures on the subject property with distances from property lines.



A large empty rectangular box intended for a site plan sketch. In the top right corner of this box, there is a compass rose with a blue and yellow design and the letter 'N' above it, indicating North.

IMPORTANT NOTES:

1. Every application for a development permit shall be accompanied by the following information (if applicable):
 - (a) a site plan, in duplicate, showing: the registered legal boundaries, the location of any proposed development and any existing development, and proposed grades in relation to surrounding property, and provisions for off-street loading and vehicle parking facilities;
 - (b) floor plans and elevations and sections;
 - (c) a statement indicating the manner in which the applicant intends to conform to the conditions and standards applicable to the development proposed.
 - (d) A **non-refundable** fee, as per **Policy #PLDE 04-09**, shall accompany every application.
2. The Development Officer may deem a development permit application incomplete if any of the application requirements are incomplete or the quality of the information is deemed inadequate to properly evaluate the application.
3. Although the Development Officer is in a position to advise applicants of the process and requirements of the application, such advice must not be taken as official consent, and is without prejudice to the decision in connection with the formal application.
4. Any demolition started before the issuance of a demolition permit and expiration of the appeal period is at the applicant's own risk.
5. If a decision is not made within 40 days from the date the application is deemed complete, or within such longer period as the applicant may approve in writing, the applicant may deem the application to be refused and the applicant may exercise his/her right of appeal as though he had been mailed a refusal at the end of the 40-day period.
6. A development permit does not constitute a building permit or approval from any provincial or federal department. Construction undertaken subsequent to approval of this permit application may be regulated by the Alberta Safety Codes. The applicant/owner/developer assumes all responsibilities pertaining to construction plan submissions, approval and inspections as may be required by the appropriate provincial body. The applicant is responsible for determining and obtaining any other applicable provincial and federal approvals prior to commencement.



Town of Claresholm

SUPPORTING DOCUMENTATION FOR DEMOLITION/REMOVAL

A development permit is required to demolish or remove a building or structure from a site. The demolition/removal permit process ensures that buildings are dismantled and removed in a safe manner and that the land will be left in a suitable state after removal. The following is not an exhaustive list and the Designated Officer may request additional information that is required to assess the application.

STRUCTURES TO BE REMOVED

Description of Building/Structure(s) _____

Type of Work Removal to another site (no demolition) Demolition of building/structure

Building Size _____ m² sq. ft.

Height of Building _____ m ft. # of storeys _____

DEMOLITION PLAN

Time Frame Expected start date: _____ Expected completion date: _____

Method of Demolition Manual (no heavy equipment)
 Using heavy equipment
 Other - please explain _____

Dump Site Location _____

****Note:** Construction debris should be dumped in an approved certified site whenever possible. If that is not possible, approval must be obtained from Alberta Environment.**

Name of Contractor responsible for removal/demolition _____



APPLICANT IS RESPONSIBLE FOR:

Disconnection of all services including (if applicable):
Signature from agency verifying services disconnected (or attach letter):

- Electrical power _____
- Natural gas _____
- Oil lines _____
- Telephone cables _____
- Communications cables (includes cable tv) _____
- Water lines _____
- Storm & sanitary sewer _____
- Septic _____

On-site consultation with Public Works Director. The applicant shall schedule a consultation with the Public Works Director a minimum of 48 hours prior to demolition or removal commencing to determine the state of affected public property.

Final plan for property after building removed or demolished and reclamation complete. As applicable:
 Copy of grading plans if property will be vacant after removal or demolition.
 Complete development application for new development where building is being replaced.

A completed Development Application. This form shall accompany a complete development application with the consent of the registered owner and any other required documentation.

Application Fee and any applicable deposit or security required payable to the Town of Claresholm.

Construction / Demolition Management Plan required by the Town of Claresholm.

****NOTE: A building permit is also required before proceeding with demolition.**

SIGNATURES

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

DATE: _____

SIGNED: _____
Applicant / Registered Owner