

**SINGLE DETACHED HOUSE – MANUFACTURED HOME**

**INFORMATION REQUIRED FOR A DEVELOPMENT PERMIT APPLICATION**

Office	Applicant	Required Items
<input type="checkbox"/>	<input type="checkbox"/>	<b>1. CURRENT COPY OF THE CERTIFICATE OF TITLE</b> (No older than 3 months)
<input type="checkbox"/>	<input type="checkbox"/>	<b>2. OWNER AUTHORIZATION</b> (If the applicant is not the Owner)
<input type="checkbox"/>	<input type="checkbox"/>	<b>3. APPLICATION FEE</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>4. ABANDONED GAS WELL CONFIRMATION FORM</b> (if the structure or addition is larger than 47m <sup>2</sup> and no AER map of the site was submitted during the past year)
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>A map from the Alberta Energy Regulator (AER) <a href="http://portal.aer.ca/portal/site/srp">http://portal.aer.ca/portal/site/srp</a> or <a href="https://geodiscover.alberta.ca">https://geodiscover.alberta.ca</a> must be submitted with the completed Abandoned Gas Well Confirmation Form</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>5. SITE PLAN/CONTEXT PLAN</b> (2 sets) – to scale and dimensioned (min. scale 1:500) showing: <ul style="list-style-type: none"> <li>North Arrow</li> <li>Municipal Address and Community Plot number (If in R5P district)</li> <li>Legal Description (Lot, Block, Plan)</li> <li>Property Lines and Community Plot Lines (If in R5P district)</li> <li>Front, side and rear setbacks of the manufactured home including decks from property lines, community plot lines (if in R5P district) and adjacent community facilities, buildings, accessory structures and manufactured homes</li> <li>Outline and location of manufactured home, decks, landings, steps and accessory buildings on the community plot (all dimensioned)</li> <li>Label location of vehicle entry (only applicable to detached garages located on the site)</li> <li>Any utility poles, transformer boxes, hydrants, light standards, on or adjacent to the site</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>6. ELEVATION DRAWINGS</b> (1 set) – to scale and dimensioned showing: <ul style="list-style-type: none"> <li>Exterior of proposed manufactured home including windows and doors</li> <li>Exterior finishing materials of manufactured home including its foundation, exterior walls and roofing materials</li> <li>Dimensioned height from grade on each elevation</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>7. ADDITIONAL INFORMATION (IF REQUIRED)</b> <ul style="list-style-type: none"> <li>Dimensioned height of the main floor from grade on each elevation</li> <li>The length of the roof overhang</li> <li>The pitch of the roof</li> </ul>

<input type="checkbox"/>	<input type="checkbox"/>	<b>8. UTILITY LOCATES</b> <ul style="list-style-type: none"> <li>• <b>Locate slips for gas, electric, water/sewer, Bell, TELUS, Shaw</b> <ul style="list-style-type: none"> <li>- Contact <b>(1-800-242-3447)</b> for gas / electric / water/sewer / Bell / TELUS locates</li> <li>- Contact <b>(1-866-DIG-SHAW)</b> for Shaw locates</li> </ul> </li> <li>• <b>Gas Agreement</b> - If the gas line is within 1m of the proposed structure you must contact gas utility at <b>(403-529-8294)</b> to enter into a gas agreement. Copy of the Gas Agreement needs to accompany your development permit application.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<b>9. DESCRIPTION OF MANUFACTURED HOME</b> <ul style="list-style-type: none"> <li>• Photos or brochure showing the manufactured home</li> <li>• Age of the manufactured home</li> <li>• The Canadian Standards Association (CSA) approval numbers for the manufactured home</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

The Development Authority may require additional material considered necessary to properly evaluate the proposed development. Normally an application will be complete if the material outlined above is provided. Note: In addition to a development permit, a building permit is also required for manufactured homes.

**Please identify and provide justification for items that do not comply with the Land Use Bylaw. Attach a separate sheet if necessary.**

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Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
 (Confirming that all required information has been provided and is correct.)

Received and checked by: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

Reviewed by:	Date:
Comments:	