

For More Information:

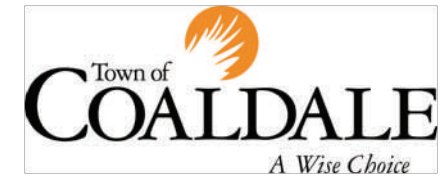
Town of Coaldale Development Officer
1920—17 Street
Coaldale AB T1M 1M1
Phone: 403-345-1308
Fax: 403-345-1311
www.coaldale.ca

Superior Safety Codes Inc.
422 Mayor Magrath Drive North
Lethbridge AB T1H 6H7
Phone: 403-320-0734
Fax: 403-320-9969
www.superiorsafetycodes.com



1920 - 17 Street
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What You Should Know Before You Build

Updated: September 2013



Frequently Asked Questions

WHAT SHOULD I KNOW BEFORE APPLYING FOR A DEVELOPMENT PERMIT?

Determine the Land Use District and if the site is appropriate for your proposal. Review the Land Use Bylaw regulations that apply to the property you are interested in. Meet with the Development Officer, Planner, or Town of Coaldale staff at an **EARLY** stage in your project, this will save you time, money, and frustration by knowing sooner than later what **ALL** is required or time constraints.

OTHER PERMITS AND REQUIREMENTS

For most projects, a Building Permit must also be obtained from Superior Safety Codes Inc. (403-320-0734) **prior** to commencement.

Contact Alberta 1st Call (1-800-242-3447) and Dig Shaw (1-866-344-7429) to locate any utility lines **prior** to commencement.

A COMPLETED DEVELOPMENT APPLICATION WILL INCLUDE:

- A completed application form, signed by the legal landowner and the applicant
- Applicable Development Permit fee (non-refundable)
- Two (2) complete sets of blue prints that shall be computer generated OR drawn to scale
- Legible **SITE PLAN** that shall be computer generated, and/or drawn to scale showing:
 - Setbacks to **ALL** property lines, north arrow row, and scale;
 - Location of ALL existing and proposed structures or additions, including porches, balconies, decks, and eave overhangs
 - Names/numbers of adjacent streets, avenues, and highways;
 - Grade/elevation detail;
 - Height of highest point of structure above final grade
 - Height of porches, balconies and decks above final grade
- Any other applicable requirements the Development Officer may require
- Applicable refundable security fees, ***if required.***

WHAT HAPPENS TO MY COMPLETED APPLICATION?

The application is evaluated used the regulations in the Town of Coaldale's Land Use Bylaw. If the development is a "**Permitted Use**" and complies with **ALL** the requirements of the Bylaw, then the Development Officer may issue a permit. If a development is a "**Discretionary Use**" the application is forwarded to the Municipal Planning Commission (MPC) and circulated to all affected adjacent landowners. The MPC is composed of three (3) Town Councilors and two (2) citizen members, who will evaluate the application and render a decision.

IS THE MUNICIPAL DEVELOPMENT AUTHORITY OR DEVELOPMENT'S OFFICER'S DECISION FINAL?

The Decision of the MPC or the Development Officer may be appealed within 14 days from the issuance of the Notice of Decision. Development should not commence prior to the end of the appeal period. An appeal may be launched by either the applicant or a person affected by the decision. A body has been established to hear appeals called the Subdivision & Development Appeal Board.