

## **REQUIREMENTS FOR DEVELOPMENT PERMIT APPLICATIONS FOR RIVER'S BEND (RESIDENTIAL) AND LIMESTONE VALLEY (INDUSTRIAL) SUBDIVISIONS**

1. Completion of the MD's Development Permit application form.
2. DP fee as per the MD's fee schedule (generally this is for the building plus all uses to be carried on within the building and on the site).
3. Minimum one set of colour renderings of all buildings.
4. Written consent from the landowner if an agent is making the application on their behalf.
5. Written consent from the landowner (developer) if property has not changed into new owners name(s).
6. If there is more than one landowner, each owner must consent to the agent making the application. Consent can be by letter, or all landowner(s) can sign the application form. There are a variety of ways and situations in terms of consent. The Development Officer will give advice as to the method and type of consent required depending on the circumstances.
7. If a registered company owns the property then a letter of authority (on company letterhead, or complete with corporate seal) from the company needs to be provided giving permission for "x" to apply (e.g., "x" may be the sole or majority shareholder or an agent).
8. Stamped drawings and written consent from River's Bend Developments that landowner's renderings have met the architectural guidelines and that the design grades for building construction are compliant with the overall subdivision grading plan.
9. Surveyed site plan. Where applicable two site plans may be required if too much information makes the plan illegible.
10. **For the Industrial Subdivision Only:** Submission of a Storm Water Management and Drainage Plan prepared by an Alberta-registered engineer. This must be inclusive of all catch basins, swales, rain gardens and any other on-site features addressing methods of storm water management. Catch basins must include oil/grit separators unless the engineer certifies it is not needed. The storm water management/drainage plan must be consistent with the overall drainage plan for the subdivision as prepared by McElhanney on the Developer's behalf.
11. Landscaping plan showing compliance with Bighorn's Land Use Bylaw (LUB).
12. Parking, loading and barrier free stalls shown on the site plan in compliance with LUB requirements.
13. When applicable, lighting fixture detail and lighting plan.
14. There may be other items required based on site specific conditions. The Development Officer will discuss this with the applicant/agent after permit review.
15. When the time comes for the dwelling to be connected to the municipal water system, please note that an application and fee for water meter installation is required (forms available). The application is received by the MD administration and forwarded to the MD Utilities Foreman (Al Hogarth). Please allow ample time for this process and meter installation.

*This document is subject to change, please ensure you have the most updated version.*

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*cc: Frank Kernick, Rivers Bend Developments  
Upload to MD of Bighorn Website*