



10511 – 103 Street  
 High Level, AB  
 T0H 1Z0  
 Ph: 780-926-2201  
 Fax: 780-926-2899  
 development@highlevel.ca

# Access Approach Application Form

OFFICIAL USE ONLY				
Development Permit Number	Roll Number	Non-Refundable Fee	Date Received	Receipt Number
		\$		

### Applicant Information

<b>Applicant Name</b>		<b>Registered Land Owner Name</b>		
<b>Applicant Mailing Address</b>		<b>Registered Land Owner Mailing Address</b>		
Address: City/Town: Province: Postal Code:		Address: City/Town: Province: Postal Code:		
<b>Applicant Phone Number(s)</b>		<b>Registered Land Owner Phone Number</b>		
<b>Applicant Email Address</b>		<b>Registered Landowner Email Address</b>		
<b>Contractor Business Name</b>				
<b>Contractor Contact Name</b>				
<b>Contractor Mailing Address</b>	Address: City/Town: Province: Postal Code:			
<b>Contractor Phone Number</b>				
<b>Contractor Email Address</b>				

### Land Information

Urban Legal Address					
Lot		Block		Plan	
<b>Rural Legal Address</b>	Quarter <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE	Section	Township	Range	Meridian



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<b>Civic Address</b>											
<b>Current Land Use Zoning</b>											
<input type="checkbox"/> R-1	<input type="checkbox"/> R-2	<input type="checkbox"/> R-3	<input type="checkbox"/> R-4	<input type="checkbox"/> IND	<input type="checkbox"/> C-1	<input type="checkbox"/> C-3	<input type="checkbox"/> CU	<input type="checkbox"/> P	<input type="checkbox"/> A	<input type="checkbox"/> RES	<input type="checkbox"/> DC
<b>Existing Use of Land</b>											
<b>Existing Buildings</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Type of Existing Building</b>							
<b>Lot Size</b>	<b>Length</b>		<b>Width</b>		<b>Area</b>						

### Access Approach Information

<input type="checkbox"/> New Access <input type="checkbox"/> Additional Access <input type="checkbox"/> Improving Access <input type="checkbox"/> Relocating Access <input type="checkbox"/> Temporary Access						
<b>Access/Approach Location</b>						
<input type="checkbox"/> Front of Lot <input type="checkbox"/> Rear of Lot <input type="checkbox"/> Side of Lot (corner lots only)						
<b>Existing Access/Approach Size (if applicable)</b>						
<b>Length</b>		<b>Width</b>		<b>Area</b>		
<b>New/Additional/Improved/Temporary Access/Approach Size</b>						
<b>Length</b>		<b>Width</b>		<b>Area</b>		
<b>Proposed Materials</b>						
<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Brick/Pavers <input type="checkbox"/> Other _____						
<b>Culvert Required (for drainage)</b>				<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Obstacles in Path of Proposed Access/Approach</b>				<input type="checkbox"/> Yes _____ <input type="checkbox"/> No		
<i>Obstacles may include trees, power poles, streetlights, fire hydrants, mailboxes, and cable/phone boxes. Applicable and Registered Land Owners are responsible to ensure that your driveway project does not affect existing utilities and/or Municipal infrastructure.</i>						
<b>Estimate Project Time and Cost</b>	<b>Start Date</b>		<b>End Date</b>		<b>Cost</b>	<b>\$</b>



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### Applicant Checklist

<input type="checkbox"/>	<b>Completed this Application Form</b>	<input type="checkbox"/>	<b>Registered Land Owner has signed this form, if the Applicant is not the Land Owner</b>
<input type="checkbox"/>	<b>Application Fee Paid</b>	<input type="checkbox"/>	<b>Completed Site Plan of Proposed Driveway</b>

### Applicant Declaration

I/We declare that the information given on this form and any attachments is a true statement of the facts concerning this development. I/We agree to comply with the Safety Codes Act, all applicable codes, regulations and bylaws. I/We hereby give consent to allow Town authorized person(s) the right to enter the above lot and/or buildings with respect to this permit application only.

Personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the issuance of development permits, Land Use Bylaw enforcement and property assessment purposes. The name of the permit holder, and the nature of the permit are available to the public upon request. If you have any questions about the collection, use or disclosure of this information, please contact the Municipal Clerk at 780-821-4008.

<b>Signature of Applicant</b>	<b>Date</b>
<b>Signature of Registered Land Owner</b>	<b>Date</b>


OFFICIAL USE ONLY			
<b>Operations Department Inspection Prior to Approval</b>	<b>Date</b>	<b>Approved subject to permit conditions</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Refused for the following reason(s)</b>			
<b>Date of Decision</b>	<b>Date of Public Notice</b>	<b>Signature of Development Authority</b>   <hr/>	
<b>Date Permit Valid</b>	<b>Date Permit Expires</b>		



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## Site Plan

	 <b>NORTH</b>
	<b>Setbacks from Lot Lines</b>
	<b>Front Yard</b> <input type="checkbox"/> ft. <input type="checkbox"/> m _____
	<b>Rear Yard</b> <input type="checkbox"/> ft. <input type="checkbox"/> m _____
	<b>Side Yard (1)</b> <input type="checkbox"/> ft. <input type="checkbox"/> m _____
	<b>Side Yard (2)</b> <input type="checkbox"/> ft. <input type="checkbox"/> m _____

If applicable, please include the following information in your drawing:

- location/distance of existing buildings from property lines
- location of access/driveway, and distance from intersections
- location of shelterbelts and/or treed areas
- location of parking and loading areas
- length and width of property
- location/distance of proposed buildings from property lines
- ravines, creeks, lakes, sloughs, and any other water bodies
- location of road(s), road allowances
- location of parking and loading areas