



COUNTY OF STETTLER NO. 6

STATUTORY PLAN AND LAND USE BYLAW AMENDMENT APPLICATION

Important Notes

1. Signatures of **all registered landowners** are required prior to processing any application.
2. If the registered landowner is a company, verification of signing authority must accompany the application. If any agent is representing the land owner, an Appointment of Agent form must be completed and submitted with the application.
3. The application is not complete until the development officer has deemed it so.
4. Please note that a site inspection must be completed prior to the processing of all land use bylaw amendment applications. Site inspections are performed the 2nd and 4th Tuesday of each month. Please submit your application no later than the Friday prior to the scheduled site inspection date in order to be included with the impending site visits.
5. The Applicant shall indemnify and hold harmless the County of Stettler No. 6, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the processing of this application.

Land Use Bylaw Amendment Process

- Applications for amendments to the land use bylaw or statutory plans are submitted to Council for review and consideration at regular Council meetings which are scheduled the second Wednesday of each month. Prior to first reading an application may be subject to other processes. Please refer to Policy 1.27 **Planning and Subdivision Guidelines** for more information.
- Council may grant first reading to the proposed land use bylaw amendment at this stage.
- If first reading has been granted by Council a public hearing must be held pursuant to Section 692 (1) of the Municipal Government Act.
- The public hearing is generally scheduled for 1:00 P.M. during the subsequent Council meeting. The public hearing notice outlining the details of the proposed land use bylaw amendment and date and time of the hearing is referred to all adjacent land owners and affected agencies as well as advertised in the local paper. The applicant will also receive a copy of the public hearing notice.
- Following the Public Hearing council will consider second and third reading of the proposed bylaw amendment.
- If the land use bylaw amendment is linked to an application for subdivision, the land use bylaw amendment will not be taken to Council for third reading until the plan of subdivision has been registered at the Land Titles Office.
- If the land use bylaw amendment is linked to a development permit application, the land use bylaw amendment will not be taken to Council for third reading until the Development Authority has issued a notification of their decision to approve the development permit and any applicable appeal period has expired.
- Third reading must be granted within two years of the bylaw receiving first reading in order to be valid pursuant to Section 188 of the Municipal Government Act. If the time period lapses the previous readings of the bylaw are rescinded by default.
- Upon receiving third reading the land use bylaw amendment is adopted by the County of Stettler.

For further information, please contact the Planning & Development Department at:

6602 - 44 Avenue
Stettler, AB T0C 2L0
Phone: (403) 742 - 4441
Fax: (403) 742 - 1277
Website: www.stettlercounty.ca

List of Referral Agencies

This application will be referred to Adjacent Landowners.

If this application is linked to a development permit application or an application for subdivision, it may be referred to the following agencies:

Alberta Environment & Sustainable Resource Development

Alberta Transportation

Natural Resource Conservation Board (NRCB)

Alberta Energy Regulator

Alberta Health Services

School Divisions

Emergency Services e.g. RCMP, Fire

Utility Companies

Interests on land title

Other agencies as required

Application may be delayed until the County receives approval/comments from any agency that the County determines may be affected by the proposed subdivision.

The personal information requested in these forms is protected under the Freedom of Information and Protection of Privacy Act (FOIP). Collection of the personal information on this form is authorized under the Municipal Government Act and is required for the purpose of the County's planning and development processes. The information will be used by the County staff and representatives for contact information. If you have questions regarding FOIP, please phone (403) 742 - 4441 and ask for the FOIP Coordinator.

CONTACT INFORMATION		
----------------------------	--	--

Name of Applicant:		Tel.
Address:		Mobile:
City:	Prov.	Fax:
Postal Code:		Email:

OFFICE USE ONLY	
------------------------	--

Application Fee:	Receipt No.:
Received By:	Date Deemed Complete:
File No.:	

Consent Form

Landowner Consent and Right of Entry

(If the applicant is not the registered owner, then the LANDOWNER must sign the following consent.)

I/We, _____, being the registered owner(s) of the property legally described as
Name of Registered Owner(s)

_____ do hereby authorize _____ to make
Legal Land Description Name of Applicant(s)

application to amend the County of Stettler No. 6 land use bylaw / municipal development or _____.

I further authorize the staff of the County of Stettler No. 6 and referral agencies to enter my land for the purpose of conducting a site inspection with respect to this application.

The landowner(s) hereby agree(s) that the County of Stettler No. 6 may release the information contained within this application for the purposes of properly processing this application. This release may include, but is not limited to, publication in local newspapers, inclusion in referral letters to agencies and adjacent landowners and inclusion in the Municipal Planning Commission and/or County of Stettler No. 6 Council Packages. Personal contact information will not be published.

Signature of Land Owner

Date

Applicant Consent

I, _____ hereby certify that I am the applicant and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application. I have read and understand all of the stipulations outlined in this application, including pages 1 and 2.

I hereby agree to indemnify and hold harmless the County of Stettler No.6, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized by any approval that may be granted in response to this application. The County of Stettler is not responsible for the information provided.

I hereby agree that the County of Stettler No. 6 may release the information contained within this application for the purposes of properly processing the application. This release may include, but is not limited to, publication in local newspapers, inclusion in referral letters to agencies and adjacent landowners and inclusion in the Municipal Planning Commission and/or County of Stettler No. 6 Council Packages. Personal contact information will not be published.

Signature of Applicant

Date

Land Use Bylaw Amendment Application

SECTION A – Site Information

Lot _____ Block _____ Plan _____

¼ _____ Section _____ Twp _____ Range _____ W of _____ M

Parcel Size _____

Hamlet or Subdivision Name (if applicable) _____

Rural Address _____

SECTION B – Proposed Land Use Bylaw Amendment or New Plan or Amendment of an Existing Plan

Please select type of application:

New Statutory or Non-Statutory Plan

Plan Amendment

Land Use Bylaw Text Amendment

Rezoning

Name of Plan _____

Current Land Use District _____

Proposed Land Use District _____

Explain in detail reasons for request _____

SECTION C – Geographic & Physical Characteristics

Are any of the following within 800 meters (½ mile) of the proposed development?

Land fill or garbage disposal site _____ Sour gas facilities _____ Rights-of-Way (e.g. pipeline, lease road, etc.) _____

River, creek or water body _____ Slopes of 15% or greater _____ Confined Feeding Operation _____

Sewage treatment plant or sewage lagoon _____ Environmentally Sensitive Area _____

Provincial Highway Right-of-Way (800 meters) (If yes, approval from AB Transportation is required). Name of highway _____

Multi-lot subdivision _____

Municipal Boundary (name of adjacent municipality) _____