



OFFICE OF COMMUNITY DEVELOPMENT

## **Application Requirements - NEW HOME BUILD** **STONEGATE MEADOWS**

For building a new house you will need to acquire both a **DEVELOPMENT PERMIT** and a **BUILDING PERMIT**. Both of these permits are applied for, processed and administered through my office. You will need to fill out the Development and Building permit application forms, which are included with this notice.

Accompanying these two forms, you will need the following:

- a) One 11 x 17 copy of an engineered **Site plan**, **stamped by KD Jen Ltd.**
- b) An engineered **Drainage plan**, which adequately addresses all storm water requirements for the lot.
- c) Engineering done for the **sewer and water connection to the mainline**.
- d) An 11 x 17 copy of your house **Building plans**, which contain proper construction details and drawings, **stamped by KD Jen Ltd.**  
*\*Note: Please also include dimensions, a cross sectional, floor plans, and elevations (see examples contained in this packet).*
- e) You will also require an Engineer or Surveyor to **mark out your building site** on your property, according to your approved site plan. At the time of application you must give notice as to what qualified engineer or surveyor will mark out your building site.

If you don't have one already, I recommend local Raymond Engineer, **Darin Wilde**, of **Wilde Brothers Engineering - 403.752.0180** (Mr. Wilde understands fully what the town expects and requires with all of the above).

All of the above can be submitted to my office along with payment, the amount of which will be processed at the time your completed application is submitted.

Any further questions, please don't hesitate to contact me.

Kind Regards,

Ethan Gorner  
Director of Planning & Development  
[ethangorner@raymond.ca](mailto:ethangorner@raymond.ca)





OFFICE OF COMMUNITY DEVELOPMENT

DEVELOPMENT APPLICATION

(FORM A)

Application # \_\_\_\_\_ Land Use District: \_\_\_\_\_
Received By: \_\_\_\_\_ Additional Information Attached: Yes [ ] No [ ]
Date Application Complete: \_\_\_\_\_ Application Fee: \_\_\_\_\_ (Non-Refundable)

Applicant will complete the rest of the form:

I/WE hereby make application under the provisions of the LAND USE BYLAW No. 987-11 to develop or use land and/or buildings in accordance with the plans and information submitted, which form a part of this application.

Applicants Name: \_\_\_\_\_ Phone: \_\_\_\_\_
Street Address: \_\_\_\_\_ Box: \_\_\_\_\_
Registered Owner's Name: \_\_\_\_\_ Alt Phone: \_\_\_\_\_
(If Different)

PROPOSED DEVELOPMENT

Street Address (if different form above): \_\_\_\_\_
Legal Description: Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_
Proposed Development: \_\_\_\_\_

For Accessory Building: Square Footage: \_\_\_\_\_ Height: \_\_\_\_\_
Setback: Rear yard \_\_\_\_\_ Nearest Side yard \_\_\_\_\_ % of lot occupied: \_\_\_\_\_
Combined % of lot occupied (all buildings – main & accessories): \_\_\_\_\_
Total Number of Square Feet (all accessories combined): \_\_\_\_\_

For Main Building: Height: \_\_\_\_\_ Percentage of lot occupied: \_\_\_\_\_
Sq Footage: \_\_\_\_\_

Note: you may only proceed with that portion of development, which has been accounted for here

Main Floor \_\_\_\_\_ Upper Floor \_\_\_\_\_ Basement \_\_\_\_\_
(Garage) (If Developed)
Garage \_\_\_\_\_ Decks \_\_\_\_\_ Other (specify) \_\_\_\_\_

I/We hereby certify that the information contained in this application, included any further information contained in attached materials is to the best of my knowledge true. I / We further certify that the owner of the land described above is aware of this application.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



# Building Permit Application Form



Park Enterprises Ltd. - Permits and Inspections

#10, 491 - W.T. Hill Blvd South  
Lethbridge, AB T1J 1Y6

Phone: 403-329-3747

Fax: 403-329-8514

www.parkinspections.com

OUR FILE NUMBER:

DEVELOPMENT PERMIT NUMBER:

DATE DOCUMENTS RECEIVED:

*\*Permit applicant must supply a copy of their approved Development Permit and 2 sets of plans.*

## Owner Information

Name:

Address:

City:

Province:

Postal Code:

Phone #:

Fax #:

Cell #:

Signature:

## Contractor Information (if applicable)

Name:

Address:

City:

Province:

Postal Code:

Phone #:

Fax #:

Cell #:

Signature:

## Project Location

Municipality:

Street Address:

Subdivision:

Directions:

Lot:  Block:  Plan:

Part:  Section:  Township:  Range:  W of:

Expected Date of Completion:

## Project Information

Building Use:

Value (Materials & Labour): \$

Type of Work:

- New Construction  
 Relocation  
 Addition  
 Repair  
 Renovation

Other:

Building Area: (sq. ft.)

Number of Stories:

Description of Work:

## Permit Validation: (Office Use Only)

Building Classification:

Issuing Officer:

Designation #:

Issuing Officer's  
Signature:

Issuing Date:

## Fees (Office Use Only)

Permit:

SCC:

Travel:

GST:

TOTAL:

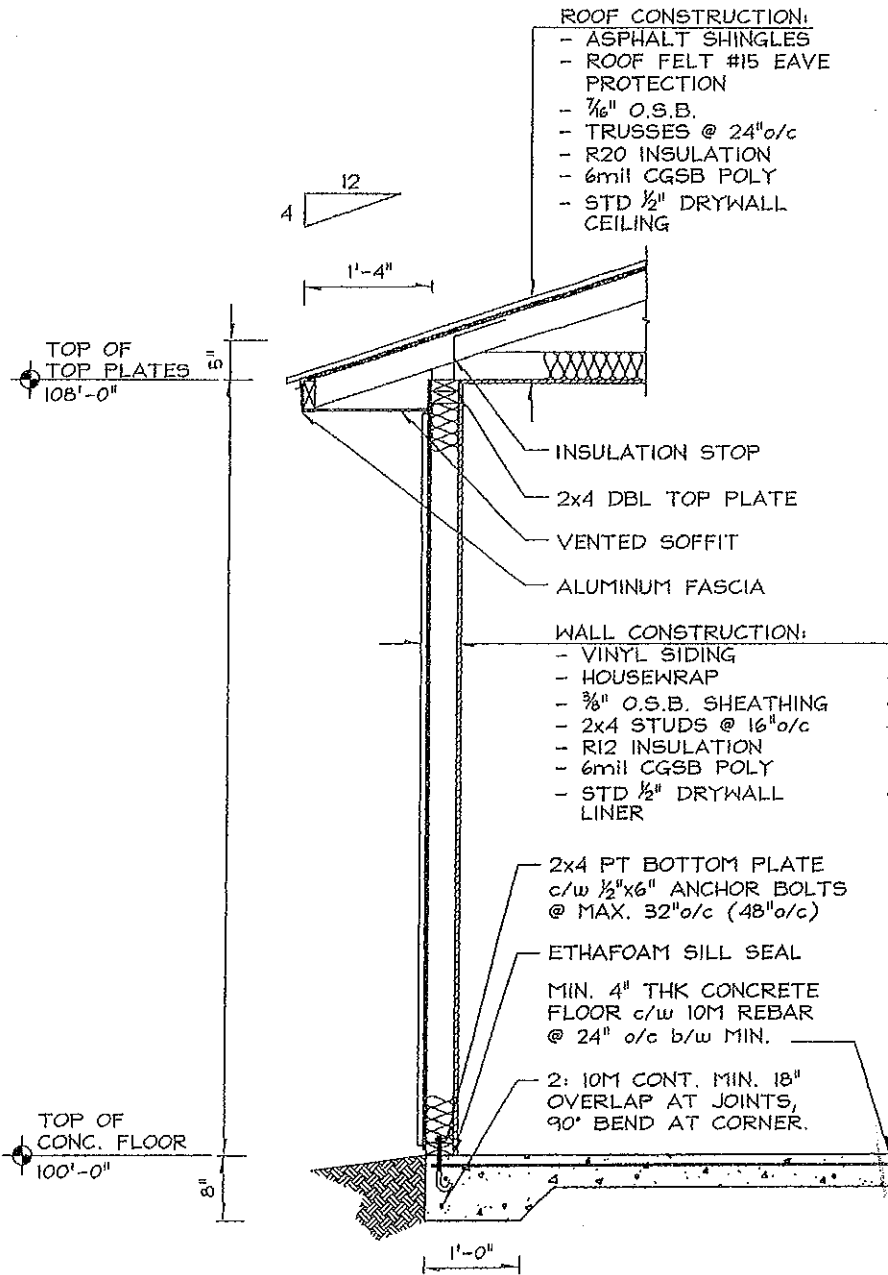
## Payment

- Cheque #  
 Cash  
 American Express  
 Mastercard  
 Visa

Card Number:

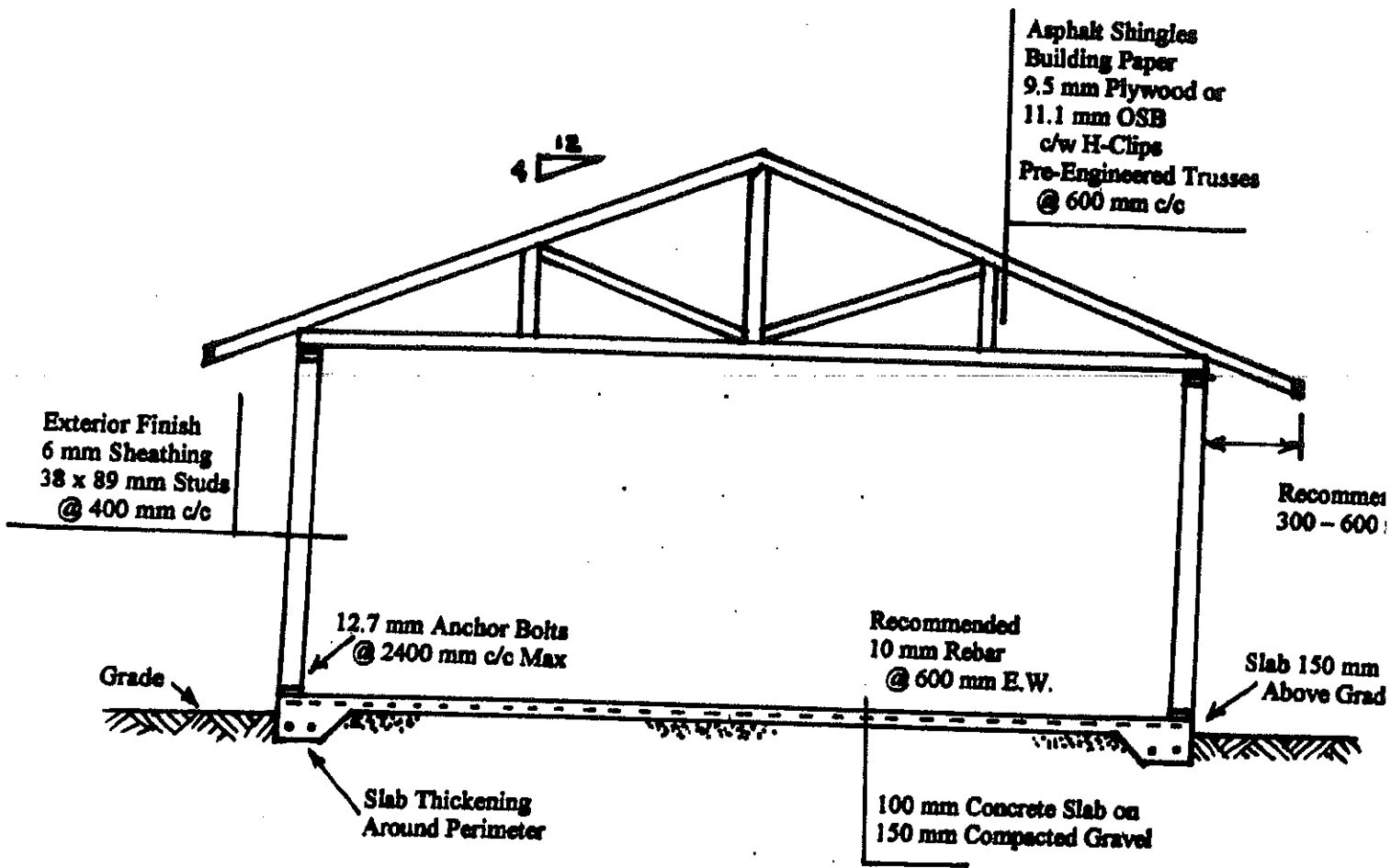
Expiration Date:

Cardholder Signature:



# WALL DETAIL

1/2" = 1'-0"



**Cross Section**

