



DEVELOPMENT PERMIT APPLICATION

OFFICE USE ONLY

Application Number: DPR _____ - _____ Roll Number: _____ Safety Codes Required: Y / N
Permitted: Discretionary: Variance: Land Use District: _____
Fee: _____ Date Received: _____ Receipt #: _____

Please PRINT all information clearly – ALL fields required

Type of Application

Type:
 Residential Commercial Industrial Accessory (garage/shed/deck/fence)
Other (please indicate) _____

Application Requirements

- Completed Application Form Fees
- Site drawing with measurements to new and existing development (buildings) on the lot
- Elevation Plans showing details on houses, garages, sheds, commercial buildings
- Floor Plans for new houses, additions, commercial and industrial buildings
- Completed Abandoned Oil and/or Gas well search
- Landscaping Plans

Applicant and Property Owner Information

Applicant's Name: _____ Phone: _____
Address: _____ City: _____
Postal Code: _____ Email: _____
Contact Name: _____ I consent to receive notification at the email provided above.
Applicant is the registered Owner:

Fill out only if different from Applicant: **Owners authorization with signature required**

Property Owners name: _____ Phone: _____
Address: _____ City: _____
Postal Code: _____ Email: _____
Contact Name: _____

Property Description

Civic Address: _____ Legal Description: Lot _____ Block _____ Plan _____
(If applicable) Long Legal: _____
What is the District/Zone of the property: _____

Development Information

Please describe, in detail, the proposed development: _____

Proposed Commencement Date: _____

Proposed Completion Date: _____

Construction/Development Cost: _____

Traffic Volume Information (For Commercial, Industrial or Home Occupation)

Please outline detailed traffic information resulting from the business operation:

Is parking available on site: Y / N

If yes, how many stalls: _____

Number of employee vehicles daily: _____

Number of business vehicles daily: _____

Type of business vehicles daily (including type of equipment being delivered): _____

Number of customer vehicles daily: _____

Types of customer vehicles daily: _____

Please indicate maximum traffic volumes or projected peak volumes: _____

I have been informed of the Town bylaws, policies and regulations regarding this application. I understand that this permit application may be refused if the proposed development does not conform to all of the aspects of the Land Use Bylaw. I am the owner/I have the consent of the owner to proceed with this Development Permit Application and I give consent to allow Council or a person appointed by it the right to enter the land and/or building(s) with respect to this Application only.

In consideration of any permit issued in respect to this application, the Applicant shall indemnify and hold harmless the Town of Redwater its employees and agents from any and all claims, demands, actions, and costs whatsoever that may arise, directly or indirectly from anything done in the construction, maintenance, alteration, or operation of the works authorized.

It is understood that all works will be constructed, altered, maintained, or operated at the sole expense of the undersigned, and that work must not begin before a permit has been issued by the Town of Redwater. The issuance of a permit by the Town of Redwater does not relieve the holder of the responsibility of complying with relevant municipal bylaws and this permit once issued does not excuse violation of any regulation, bylaw, or act which may affect this project.

I/We hereby declare that I/we have read the applicable information sheet on development and that the information provided in this application is, to the best of my/our knowledge, factual and correct.

Signature of Applicant

Signature of Owner

Applicant's Name (Please Print)

Owner's Name (Please Print)

Note: This permit application **is not** for; building, gas, plumbing, or electrical work. Permits for such work must be obtained from Inspections Group Inc. at (780) 454-5048 or toll free at 1-866-554-5048 or www.inspectionsgroup.com.

Collection and use of personal information

Personal information required by the Town of Redwater application forms is collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIPP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your application may be included on reports that are available to the public as required or allowed by legislation. If you have any questions, please contact the Town's Development Officer at (780) 942-3519.

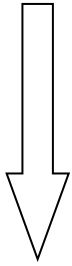
ABANDONED WELL PROCESS FOR DEVELOPMENT

Effective November 1, 2012, the Subdivision and Development Regulation requires that applications for new development permits provide information about abandoned oil and gas wells on the subject property. Before an application for a development can be considered, applicants **MUST** provide this information. The following chart outlines the process for determining what information is required depending on whether abandoned wells are located on the property.

Check the AER Abandoned Well Viewer to determine if abandoned wells are located on the subject property (www.aer.ca) Select Systems/Tools/ Portal on the Right. Then select Abandoned Well Map. If you require assistance, use the Help Button at the top or contact AER directly at (403) 297-8311- Option 0 or email to: [inquiries@aer.ca](mailto:inquiries@ aer.ca)

Once you have checked your property and have determined:

Yes—abandoned wells are found



No—abandoned wells are NOT found

The Applicant must provide the following as part of their application:

- a statement that no abandoned wells are located on the property; and
- The map from the AER viewer of their property.

The Applicant must contact all Licensees identified by the AER as affecting their property to confirm the following:

- the exact location of each abandoned well; and
- the setback distance required by the Licensee from each abandoned well.

The Applicant must provide the following as part of their application:

- the map from the AER viewer of the subject property;
- a list of all abandoned wells, including the surface coordinates;
- a sketch of the proposed development showing the required setback area of each abandoned well; and
- any additional information from Licensee(s) that led to a change in the setback.

FREQUENTLY ASKED QUESTIONS:

1. Can an agent sign the required statement on behalf of the registered landowner or does it have to be filled and signed by the registered owner of the property.

An agent can sign the required statement on behalf of the registered landowner. The wording in the Direction 79 is "confirmation from the applicant." So that applicant, be they an agent acting on behalf of an owner or the owner, can sign the statement and provide the written confirmation.

2. If there is an abandoned well on the subject property being developed, what is the proper procedure that should be followed? What is required from the licensee and the registered owners?

*The landowner, or agent acting on behalf of the landowner, must contact all licensees on the affected property. The licensee is then required to **physically locate the abandoned well(s)**.*

In order to demonstrate that this has occurred, the Town of Redwater will require the following:

- a) *GPS coordinates of the well site(s); and*
- b) *a sketch of the site showing the exact location of the well(s) on the site and the required setback distance from the well site(s).*

This information must be provided by the licensee.

3. What does a landowner, or their agent, do if an abandoned well licensee no longer exists or is defunct?*The AER and the Orphan Well Association have reached an agreement whereby the Orphan Well Association will, when contacted by a landowner/agent, go out and locate the abandoned well on the property as per the regular responsibility of licensees. Further information on the Orphan Well Association can be found on their website: www.orphanwell.ca*

4. Does all this information need to be provided before an application for development can be processed?

Yes. The Town of Redwater will not begin their review of a development application until all relevant information regarding abandoned oil and gas wells has been provided by the owner/applicant.

5. Is this process going to cause the landowner additional expense?

No. The costs of locating any abandoned oil and gas wells is the burden of the licensee. This process may add additional time in the preparation of an application, but will not incur direct expenses on the landowner.

For further information contact the Town of Redwater Planning Department.



4924 - 47 Street | Box 397 • Redwater, AB T0A 2W0
Phone: 780-942-3519 • Fax: 780-942-4321
www.redwater.ca

STATEMENT REGARDING ABANDONED OIL/GAS WELLS

NO WELLS ON THE SUBJECT PROPERTY

I, _____, registered owner (or their agent) of
Lot _____ Block _____ Plan _____ or
NE/SE/NW/SW Section of _____ Twp. _____ Range _____ W4M
and located within the Municipality of the Town of Redwater
have consulted the Alberta Energy Regulator (AER) Abandoned Well Map Viewer, and verified that
there are no abandoned wells located on this property subject to this application. A copy of the AER
map showing the subject property is attached.

Signature of Registered Owner (or Agent)

Date



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STATEMENT REGARDING ABANDONED OIL/GAS WELLS

LOCATED ON THE SUBJECT PROPERTY

I, _____, registered owner (or their agent) of

Lot _____ Block _____ Plan _____ or

NE/SE/NW/SW Section of _____ Twp. _____ Range _____ W4M

and located within the Municipality of the Town of Redwater

have consulted the Alberta Energy Regulator (AER) Abandoned Well Map Viewer, and

verified that abandoned wells are located on this property subject to this application. I have contacted the responsible licensee(s) and the exact well location(s) has/have been confirmed.

Additional information provided by the licensee(s) requiring a change in the setback area is attached:

Yes

Not Applicable

In the event that construction activity occurs within the setback area of the abandoned well(s) as a result of development on the subject property, the abandoned well(s) will be temporarily marked with on-site identification to prevent contact during construction.

A copy of the AER map showing the subject property and a list identifying and locating the abandoned well(s) on the subject property are attached.

Signature of registered owner (or agent)

Date



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Schedule A - Credit Card Authorization Form

Cardholder Name: _____

Billing Address: _____

Credit Card Type: _____ Visa _____ Mastercard

Credit Card Number: _____

Expiration Date: _____

Card Identification Number: _____

(Last 3 digits located on the back of the credit card; CID will be redacted after transaction has been approved)

Amount to Charge: \$ _____ (CAD)

I authorize the Town of Redwater to charge the agreed amount listed above to my credit card provided herein. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.

Cardholder Signature: _____

Date: _____

Once signed return the completed form to:

Town of Redwater

4924 – 47 Street | Box 397

Redwater, Alberta T0A 2W0

Fax: 780-942-4321

Email: redwater@redwater.ca

The information on this form is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act (FOIP)* and is used solely for purposes relating to the Town of Redwater.

Town of Redwater

Policy #321A

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