

TOWN OF VULCAN

TITLE: Development and Building Permits
and Development Agreements

POLICY NUMBER: PL-5

**ADOPTED BY COUNCIL AT A
REGULAR/SPECIAL COUNCIL MEETING:**

**SUPERSEDES
POLICY NUMBER:**

**SUPERSEDED BY
POLICY NUMBER:**

STATEMENT:

1. Development Permit

In order for a builder or developer to obtain "tentative approval" or "approval in principal" to any development proposal, the developer or builder shall submit an "Application for Development Permit", together with a set of preliminary drawings, to the Development Officer, with sufficient details from which to make a valid decision regarding the proposed development, such as the type of building, parking requirements, utility servicing, landscaping, etc.

2. Building Permit

When applying for a building permit, the developer or builder is required to submit, in triplicate, an "Application for Building Permit", together with three (3) complete sets of construction drawings, to the Development Officer. Drawings for apartment and commercial/industrial buildings are forwarded to the Development Officer for approval regarding the requirements of the Alberta Building Code. One set of drawings will be returned to the developer or builder, stamped by the Town or certified agency.

In addition to the construction drawings required for apartment and commercial/industrial buildings, the developer or builder shall submit four copies of a detailed site plan for approval by the Development Officer and the Town Engineer. This "Detailed Site Plan" shall be specific and complete in all respects and shall include the following:

- a) The legal description of land(s) involved in the development.
- b) The description and elevation of a benchmark, established by the developer or builder, in the immediate vicinity of the building site. All elevations shown on the Detailed Site Drawing shall be in reference to this benchmark, the elevation of which shall be to geodetic datum.

- c)The complete existing topography of the proposed development site and all adjacent streets and lanes including ditches and culverts.
- d)The location of all existing utilities adjacent to the site, including the invert elevations of existing sanitary and storm sewer mains.
- e)The design elevations of all entrances and floors to the proposed building.
- f)The design elevations of driveways, parking lots, and landscaped areas showing drainage patterns.
- g)The proposed location of all utilities required to service the development, including design invert elevations of water and sanitary and storm sewer services, as well as the sizes and types of piping.
- h)Details of the construction standards to be used on driveways, parking areas, sidewalks, etc.
- i)Details of landscaping and plantation showing trees and shrubs, etc.
- j)Fencing details.

If approved, one copy of the "Detailed Site Plan" will be returned to the developer or builder.

The developer or builder shall familiarize himself with Section No. 21 of the Architects Act of Alberta. In addition to the stipulations of this Act, the developer or builder shall comply with the requirements of the "Joint Use of Seals Agreement", as approved by the Alberta Association of Architects and the Alberta Professional Engineers, Geologists and Geophysicists Association, and with the other requirements of the joint use of practices between Architects and Engineers.

NO WORK OR CONSTRUCTION IS TO COMMENCE UNTIL DEVELOPMENT AND BUILDING PERMITS HAVE BEEN OBTAINED.

3. Development Agreements

Developers who are developing land for residential or commercial/industrial subdivision shall be required to enter into a Development Agreement with the Town of Vulcan for the construction and installation of the utilities and local improvements and other matters and things incidental to the subdivision and development of the development area.

The Development Agreement will establish the responsibility for costs in connection with the development and the recovery of share of costs, if applicable; will establish the time frame within which the development will take place; will establish the manner in which the development will be done; will establish off-site levies and will establish the maintenance period for the local improvements installed.

In addition to water, sewer and paving improvements, local improvements shall include such things as provisions to accommodate future development adjacent to the development area, landscaping of parks and boulevards, traffic control signs and devices, playground equipment and recreational facilities.