



Permit application

Urban residential development

East Vistas

Planning and Development
101-1101 5 St., Nisku, AB T9E 2X3
p: 780-979-2113
development@leduc-county.com

Application number _____

Date _____

¼		Section		Township		Range		West of		Roll #	
Lot		Block		Plan		No. of ac/ha					
Civic address							Subdivision/hamlet				

Personal information

Landowner name				Phone	
Contact (if company)				Phone	
Owner address				Fax	
Town/city		Postal code		Email	
Applicant name				Phone	
Contact (if company)				Phone	
Applicant address				Fax	
Town/city		Postal code		Email	

Information

Existing buildings and land use	
Proposed development	

	<input type="checkbox"/> ft ²	<input type="checkbox"/> m ²		<input type="checkbox"/> ft ²	<input type="checkbox"/> m ²		<input type="checkbox"/> ft ²	<input type="checkbox"/> m ²	
Dwelling type	Area	Height	Addition	Area	Height	Accessory building	Area	Height	Site alteration
<input type="checkbox"/> Manufactured home			<input type="checkbox"/> Addition			<input type="checkbox"/> Detached garage			<input type="checkbox"/> Lot grading
<input type="checkbox"/> Modular home			<input type="checkbox"/> Deck(s)			<input type="checkbox"/> Shop			<input type="checkbox"/> Signs
<input type="checkbox"/> Relocated home			<input type="checkbox"/> Attached garage			<input type="checkbox"/> Other (specify)			Home-based business
<input type="checkbox"/> Constructed on site									<input type="checkbox"/> Type 1 2 3

I/we hereby make application for a development permit under the provisions of the Land Use Bylaw in accordance with the plans and supporting information submitted herewith and which form part of this application.

Authorized applicant printed name

Authorized applicant signature

Registered owner printed name

Registered owner signature

For office use

Is the development within Leduc County municipal services area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Rural addressing	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Land Use District	<input type="checkbox"/> Permitted <input type="checkbox"/> Discretionary	
Proposed development		

Personal information provided is collected by Leduc County under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act (the FOIP Act) and we will protect it in accordance with Part 2 of that Act. We will use it to administer programs and services for which you have registered, and contact you if necessary. Should you require further information about collection, use and disclosure of personal information, please contact the FOIP Coordinator at 780-770-9251 or foip@leduc-county.com.

Development permit process

East Vistas

Process:	✓ or X
Contact Planning and Development to obtain a plan indicating the building pocket and lot grading.	
Submit this plan to a surveyor for preparation of a plot plan.	
Submit an application for approval pursuant to the Land Use Bylaw. Information required includes: <ul style="list-style-type: none"> Two complete sets of building plans (one full size and one 11x17") An 11x17" plot plan identifying lot grades, floor elevations, setbacks and house location prepared by a registered Alberta land surveyor Color samples of proposed finishes and trim including samples of finishing materials (design consultant will request if required) 	
Submit completed development permit application, which will be processed upon approval of the architectural controls and design. Information required includes: <ul style="list-style-type: none"> Development permit application form and payment of \$231.00 fee Alberta Subdivision & Development Regulation form Land Title current within 30 days or payment of \$26.25 fee for a title search 	
Pay deposits for building completion and Infrastructure (\$3,433), landscaping (\$2,289), and lot grading (\$3,433). The total amount payable is \$8,888 and must be collected before a permit can be issued.	
Pay water usage fee (\$403.00).	
Submit water/sewer line connection and inspection application to connect to the existing water and sewer lines to the safety codes group in Planning and Development.	
Post a temporary address sign (less than 2.0 m ² in size) visible from the road for inspectors and emergency responders until the permanent address sign is placed.	
Submit a surveyor's Real Property Report after the foundation is poured and before an inspection is done, confirming location of foundation and grades. A development officer will review the report to ensure the building is in the approved pocket at the correct elevation.	
Submit a final surveyors' Real Property Report when the project is complete. Leduc County staff will review the real property report, inspect infrastructure, the completed building, and the landscaping.	

** Deposits will be refunded if warranted. Note that final grade must be completed within two years of the issuance of a development permit. The specific tolerance is +/- 50 mm.*

Architectural controls and design guidelines review

Architectural controls and design guidelines registered on title must be adhered to by the individual lot owner. The responsibility is with the lot owner to ensure they construct in accordance with the Architectural Controls and Design Guidelines registered on title.

Site and drainage plan requirements

A site plan <i>must</i> show the following:	✓
North arrow	
Location, identification and dimensions of all existing and proposed developments including but not limited to infill, excavations, landscaping features, buildings, additions, outdoor storage and decks	
Development setbacks from all property lines	
Location of roadways	
Locations of existing and proposed approaches	
If applicable, which of the following are included:	✓ or n/a
Locations of existing and proposed rights of way, easements, pipelines, well sites and utility lines	
Locations of water courses and water bodies including wetlands	
Location of vegetation including tree stands	
Dimensions or vegetation to be removed	
Development setbacks from the top of bank and lakeshores	
Location of proposed parking and loading as per Section 6.9 of the Land Use Bylaw	
Location of proposed landscaping as per Section 6.6 of the Land Use Bylaw	
Location of screening and fencing	
Location of existing and proposed signs	

If a drainage plan is required it <i>must</i> show the following:	✓
Drainage in and around the proposed development	
General lot drainage	

For multi-lot subdivisions and commercial/industrial uses, drainage plans must be drafted by a qualified person (engineer or legal land surveyor).

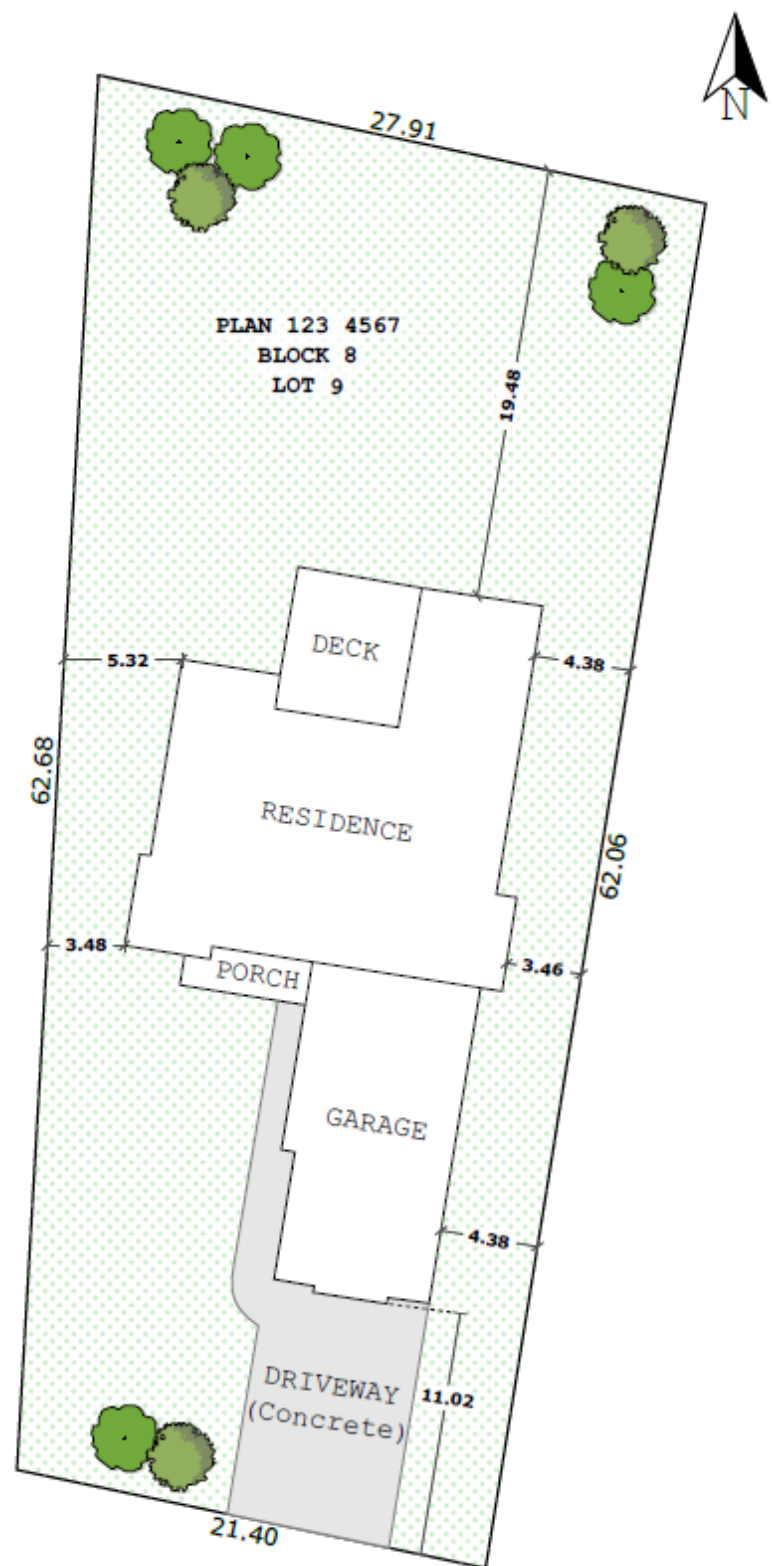
Site Plan Example



Site plan must show the following:

- ✓ All existing and proposed structures
- ✓ Setback distances to front, side and rear property lines
- ✓ Property dimensions
- ✓ Natural features such as trees, watercourses, wetlands, etc.
- ✓ The legal description of the property
- ✓ Surface treatment (gravel, asphalt, concrete, landscaping, etc.)
- ✓ North arrow

For more information about submission requirements, please contact Planning and Development at 780-979-2113.



12.34	Property Dimensions (m)		Building(s) - Existing and Proposed
1.23	Setback Distance (m)		Natural Features

Drainage Plan Example

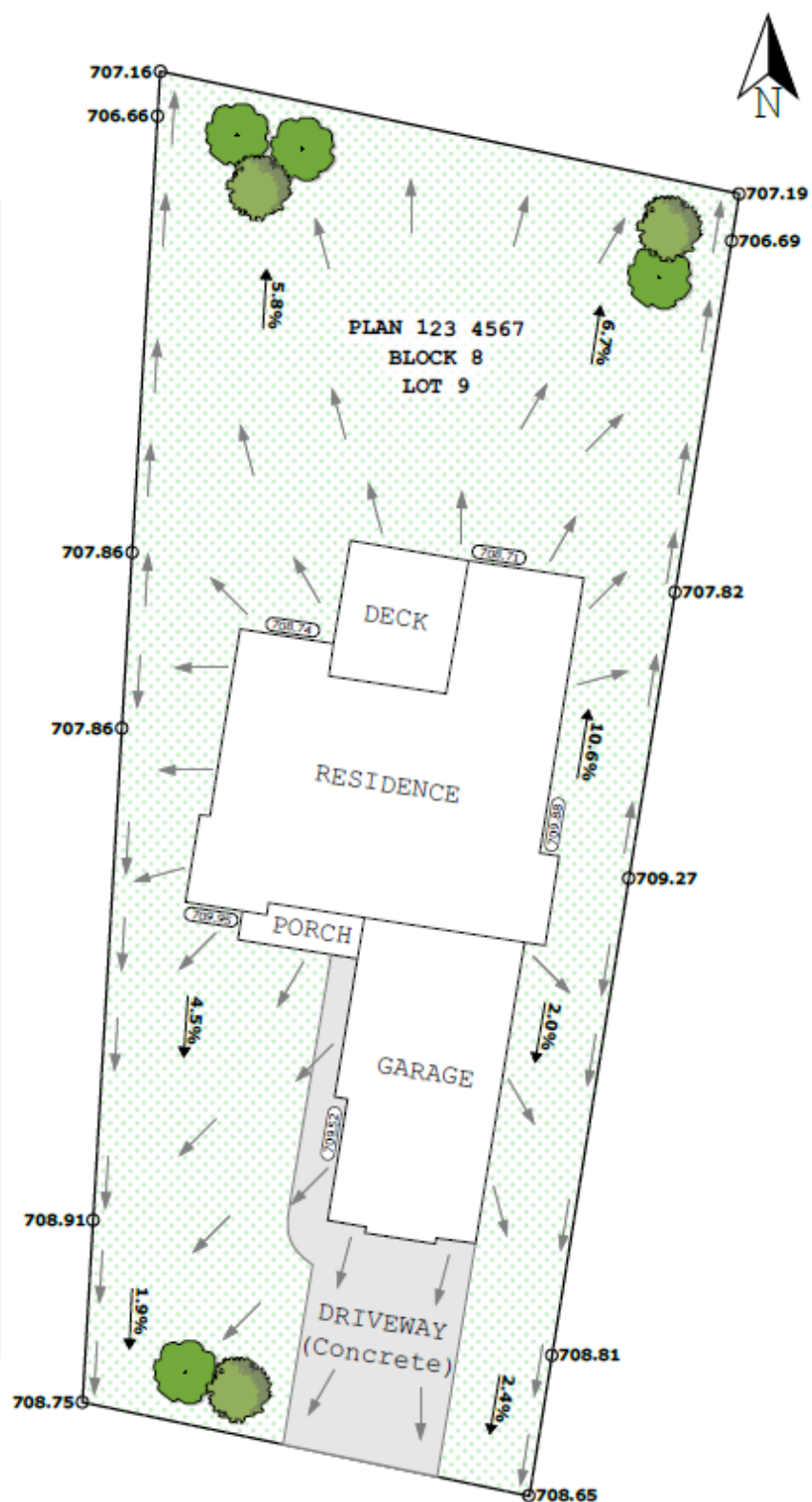


Drainage plan must show the following:

- ✓ All existing and proposed structures
- ✓ Arrows indicating the direction of drainage in the location surrounding the proposed structure(s)
- ✓ The slope of the ground surface
- ✓ Elevation values, including proposed elevations at lot corners and around building perimeters
- ✓ The legal description of the property
- ✓ Surface treatment (gravel, asphalt, concrete, landscaping, etc.)
- ✓ North arrow

Where applicable, drainage plans must correspond with design elevations prescribed under an engineered subdivision drainage plan.

For more information about submission requirements, please contact Planning and Development at 780-979-2113.



Drainage Direction	708.0 Ground Elevation (m)	Landscaping Features
1.0% Slope	709.52 Building Elevation (m)	

**PROVINCE OF ALBERTA
SUBDIVISION AND DEVELOPMENT REGULATION**

ADDITIONAL INFORMATION REQUIRED FOR DEVELOPMENT PERMIT APPLICATIONS

In order to expedite the review process, please answer the following questions with your application:

Questions: (Please attach site plans to show each or all of the information)

Check all spaces V (yes) X (no) ? (not sure)	Questions to be answered by all applicants:	<i>For Office Use only: (Actions required)</i>	<i>For Office Use only: (Results)</i>
	Is any proposed permanent additional overnight accommodation or public facilities within 100m of an oil or gas well head? S. 10(1)(2)		
	Is any proposed permanent additional overnight accommodation or public facilities within 1.5 km of a sour gas facility (including any well, battery, pipeline and plant)? S. 9(1)		
	Is any proposed residential, food establishment, school or hospital building within 300 m of the working area of a sewage treatment plant? S. 12(3)		
	Is any proposed residential, food establishment, school and hospital building site within 450 m of the working area of an operating or non-operating hazardous waste management facility or an operating sanitary landfill, modified sanitary landfill or dry waste site; or 300 m of the disposal area of an operating or non-operating sanitary landfill, modified sanitary landfill, dry waste site or an operating waste processing site, waste storage site, waste sorting station or waste transfer station. S. 13(3)		

In compliance with the Alberta Municipal Government Act and the Subdivision and Development Regulation, the above answers/information are provided as being accurate.

I (We) understand that the County, Province and/or other review Agencies may require additional information from me (us) in their review of this application.

Authorized applicant signature

Date

Fee Schedule (2025)

East Vistas

Application fee

Development permit	\$231.00
Current title search (if applicable)	\$26.25
Corporate search	\$42.00
Architectural design approval (Diamond Estates)	\$345.00
Revised design approval (per submission)	\$173.00
Water Service Fee	\$403.00

Lot grading inspections and survey

Lot grading – rough grade inspection (per submission)	\$406.35
Lot grading – final grade inspection (per submission)	\$406.35
Lot grade survey and lot grade plan preparation	\$540.75

Permit fees (after approved, but before issued)

Building completion and infrastructure damage deposit (refundable) <ul style="list-style-type: none"> The County will ensure that any damage to road, water and sewer and other infrastructure as the result of construction is repaired. The County will ensure that the building has been constructed to the correct architectural standard at the correct elevation. All driveways must be constructed in accordance with architectural controls and design guidelines of the Leduc County Land Use Bylaw 07-08. 	\$3,433
Landscaping deposit (refundable) <ul style="list-style-type: none"> Landscaping must meet County requirements in accordance with architectural controls and design guidelines of the Leduc County Land Use Bylaw 07-08. 	\$2,289
Lot grading deposit (refundable) <ul style="list-style-type: none"> The County must ensure that the final grading is complete to ensure proper drainage in the subdivision. 	\$3,433

Note

Deposits are refunded (\$9,155.00 deposit eligible for refund) only if the development meets with Leduc County architectural, landscaping and infrastructure standards, and the lot grading plan.