

Rural Municipality of Bjorkdale No. 426  
**APPLICATION FOR DEVELOPMENT PERMIT**  
Chelan, Crooked River, & Peesane

Under the provisions of Zoning Bylaw No. 3-82 of the Rural Municipality of Bjorkdale No. 426 pursuant to The Planning and Development Act.

No building or structure shall be erected, reconstructed or moved on a site, nor shall any building, structure or land be used for any other use that is permitted in the Zoning District concerned, until all Development Permits, Building Permits or other permits and licenses required by The Municipality are applied for and secured.

Permits ARE required for:

- any new building or structure on your property over 10 square meters in area, like a house, mobile home, garage, deck or other accessory building
- the exterior repair, alteration or addition to an existing building or structure
- the demolition or relocation of an existing building or structure
- any landscaping that affects the existing natural or designed drainage of the site
- the disposal of clean fill on a site, subject to compliance with all federal and provincial requirements
- Driveways and retaining walls

Permits are NOT required for:

- fences
- play structures
- accessory buildings that are less than 10 square meters in area, provided the building does not create a hazard and conforms to any bylaws
- relocation of accessory buildings
- internal alterations to a residential building, provided that such alterations do not result in a change of use or an increase in the number of dwelling units within the building or on the site

A copy of all approved Development Permit applications involving the installation of water and sanitary services shall be supplied to the local office of the Department of Public Health.

\$100 administration fee is required. This does not include Building Inspection Fees.

**It is a requirement that a surveyor establish all property lines prior to construction being approved or started. Property pins MUST be visible and marked at time of all inspections.**

Rural Municipality of Bjorkdale No. 426  
**APPLICATION FOR DEVELOPMENT PERMIT**  
 Chelan, Crooked River, & Peesane

<b>1. Applicant (registered owner):</b>	Name: _____ Address: _____ City: _____ Postal Code: _____ Home Phone: _____ Cell Phone: _____ Email: _____																																
<b>2. Property address:</b>	Street Number: _____ Street Name: _____																																
<b>3. Description of work to be undertaken:</b>	_____ _____ _____ _____																																
<b>4. Proposed Dates:</b>	Commencement: _____ Completion: _____																																
<b>5. Will the project involve:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Removal of existing cabin</td> <td style="width: 10%;">Yes</td> <td style="width: 10%;">No</td> <td style="width: 10%;"></td> </tr> <tr> <td>Removal of existing outbuilding</td> <td>Yes</td> <td>No</td> <td></td> </tr> <tr> <td>Construction of new cabin</td> <td>Yes</td> <td>No</td> <td></td> </tr> <tr> <td>Construction of new outbuilding</td> <td>Yes</td> <td>No</td> <td></td> </tr> <tr> <td>Alterations to existing cabin</td> <td>Yes</td> <td>No</td> <td></td> </tr> <tr> <td>Alterations to contour or slope of land</td> <td>Yes</td> <td>No</td> <td></td> </tr> <tr> <td>Installation of new septic system</td> <td>Yes</td> <td>No</td> <td></td> </tr> <tr> <td>Alterations to existing septic system</td> <td>Yes</td> <td>No</td> <td></td> </tr> </table>	Removal of existing cabin	Yes	No		Removal of existing outbuilding	Yes	No		Construction of new cabin	Yes	No		Construction of new outbuilding	Yes	No		Alterations to existing cabin	Yes	No		Alterations to contour or slope of land	Yes	No		Installation of new septic system	Yes	No		Alterations to existing septic system	Yes	No	
Removal of existing cabin	Yes	No																															
Removal of existing outbuilding	Yes	No																															
Construction of new cabin	Yes	No																															
Construction of new outbuilding	Yes	No																															
Alterations to existing cabin	Yes	No																															
Alterations to contour or slope of land	Yes	No																															
Installation of new septic system	Yes	No																															
Alterations to existing septic system	Yes	No																															
<b>6. Property details:</b>	Dimensions of property: _____ Dimensions of proposed buildings: _____ Closest distance of proposed buildings from all property lines: North: _____ South: _____ East: _____ West: _____ Are there any easements or right-of-ways on the property? Describe _____ Will the proposed work alter the natural drainage on the property? _____ Will this affect adjoining properties? Describe. _____																																
<b>7. Contractor:</b>	Name: _____ Address: _____ Phone Number: _____ Email: _____																																
<b>8. Dwelling:</b>	Will there ever be sleeping quarters in this development      Yes      No																																

<b>7. Drawings:</b>	Attach a detailed plan, to scale, of the property showing the location of the primary building and outbuildings, distances to all property lines, and the slope of the land.
	Attach a detailed sketch of proposed alterations to existing buildings, if any.
	Attach a detailed scale drawing of proposed new buildings, if any, including exterior door locations and exterior elevations.
	Attach Surveyor Report which establishes all property lines.
<b>8. Other Comments:</b>	Please provide any additional comments in support of the proposed development, attach additional pages as required.

**Responsibilities:**

The registered owner of the property is responsible for:

1. Ensuring the location of all legal boundaries to the property, and confirming with a surveyor. **It is a requirement that a surveyor establish all property lines prior to construction being approved or started. Property pins MUST be visible and marked at time of all inspections.**
2. Acquiring all appropriate permits that may be required.
3. Ensuring that any changes to normal site drainage do not adversely impact adjoining properties.
4. Compliance with all building standards as set out in the Bylaws of the Rural Municipality of Bjorkdale No. 426 and the Restrictive Covenant attached to the property title.
5. Payment of \$100 fee.
6. Absolutely no construction on or removal of Municipal or Environmental Reserves. It is the responsibility of the land owners to know where their property lines are.

**Declaration of Applicant**

I, \_\_\_\_\_ of \_\_\_\_\_ in the Province of \_\_\_\_\_, solemnly declare that all the above statements contained within the application are true and that I understand the responsibilities identified herein, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of "The Canada Evidence Act".

I also have no objection to any entry upon the land described herein by the persons authorized by the Rural Municipality of Bjorkdale No. 426 for the purpose of site inspections required for reviewing of the application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# **DEVELOPMENT PERMIT PROCESS**

- Developer submits their application for development to The Rural Municipality for approval along with a surveyor's report which establishes all property lines.
- Rural Municipality Administration and Council review the application for development and either approve the application if all requirements have been met, requests further information of the developer or decline the application for development.
- Upon Rural Municipality Approval of the development application it is then forwarded on to our Building Bylaw Officer for review. The Building Bylaw Officer will respond to both the RM as well as the developer with any conditions and a quote of fees for the development.
- The RM will then invoice the developer for the Building Bylaw Officers' quoted fees as well as any additional fees which may incur.
- Upon receipt of payment for all fees, permit approval is granted for the commencement of construction.
- Construction CAN NOT start prior to complete application approval.