



# DEVELOPMENT PERMIT APPLICATION

**FOR OFFICE USE ONLY**

APPLICATION NO.

ROLL NO.

RENEWAL OF

FEES PAID

DATE OF RECEIPT

**APPLICANT/OWNER**

Applicant Name:

Email:

Business/Organization Name (if applicable):

Mailing Address:

Postal Code:

Telephone (Primary):

Alternative:

Landowner Name(s) per title (if not the Applicant):

Business/Organization Name (if applicable):

Mailing Address:

Postal Code:

Telephone (Primary):

Email:

**LEGAL LAND DESCRIPTION - Subject site**

All/part of: ¼

Section:

Township:

Range:

West of:

Meridian

Division:

All parts of Lot(s)/Unit(s):

Block:

Plan:

Parcel Size (ac/ha):

Municipal Address:

Land Use District:

**APPLICATION FOR - List use and scope of work**Variance Rationale included: ☐ YES ☐ NO ☐ N/ADP Checklist Included: ☐ YES ☐ NO**SITE INFORMATION**

- a. Oil or gas wells present on or within 100 metres of the subject property(s) ☐ YES ☐ NO
- b. Parcel within 1.5 kilometres of a sour gas facility (well, pipeline or plant) ☐ YES ☐ NO
- c. Abandoned oil or gas well or pipeline present on the property ☐ YES ☐ NO  
(Well Map Viewer: <https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>)
- d. Subject site has direct access to a developed Municipal Road (accessible public roadway) ☐ YES ☐ NO



**AUTHORIZATION**

I, \_\_\_\_\_ (Full name in Block Capitals), **hereby certify** (initial below):

\_\_\_\_\_ That I am the registered owner **OR** \_\_\_\_\_ That I am authorized to act on the owner's behalf.

\_\_\_\_\_ That the information given on this form and related documents, is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application.

\_\_\_\_\_ **Right of Entry:** I authorize/acknowledge that Rocky View County may enter the above parcel(s) of land for purposes of investigation and enforcement related to this application in accordance with Section 542 of the Municipal Government Act.

\_\_\_\_\_ That I am aware of and have read and agree to the following:

- The personal information collected on this application is collected in accordance with s.33(c) the Alberta Freedom of Information and Protection of Privacy Act (FOIP).
- I have obtained written permission from the copyright holder for any information included with this application which is protected by copyright.
- I agree to indemnify, save and hold harmless the County, its elected officials, agents, and employees from and against all demands, claims, liability costs and expenses (including legal fees) in relation to copyright infringement as a result of the information submitted.
- The information collected will be used to communicate with the applicant during the application review and site inspection processes.
- As part of the review process, both personal information and copyrighted materials will be circulated as needed to relevant internal departments, provincial and federal governments, external partners, and adjacent landowners.
- Such information and materials may also be submitted to the Subdivision and Development Appeal Board and the Land and Property Rights Tribunal.
- Personal information and copyrighted materials may also be included in public meeting agendas, on the County's website, and on the Rocky View County Planning Development Map web application.
- The applicant's name and the nature of the application will be publicly available, in accordance with the FOIP Act.
- For questions on FOIP or copyright issues, please contact the Manager of Planning at 403-230-1401.

**Applicant Signature** \_\_\_\_\_

Date \_\_\_\_\_

**Landowner Signature** \_\_\_\_\_

Date \_\_\_\_\_



# SHIPPING CONTAINER

## INFORMATION SHEET

FOR OFFICE USE ONLY	
APPLICATION NO.	
ROLL NO.	
DISTRICT	
PARCEL SIZE	

DETAILS	
Number of shipping container(s) proposed	
Total number of shipping container(s) currently present on the parcel, if applicable	
Total size (footprint) of the proposed shipping container(s)	(m <sup>2</sup> / ft. <sup>2</sup> )
Total size (footprint) of all existing accessory buildings, shipping container(s) and proposed shipping container(s)	(m <sup>2</sup> / ft. <sup>2</sup> )
BUILDING DESCRIPTION	
Exterior colour of the shipping container(s) <i>'The Shipping Container(s) shall complement any nearby existing buildings in exterior color.'</i>	
Purpose / Use of the shipping container(s)	
<i>If placed on an Agricultural Parcel and be used for Agricultural Purposes, please fill out the attached <a href="#">Farm Building Exemption Form</a>.</i>	
PROXIMITY TO ADJACENT DWELLING UNITS	
<i>"A Shipping Container placed within 76.20 m (250.00 ft.) of any adjacent dwelling units not located on the subject parcel shall be treated with additional design measures and/or landscaping to the satisfaction of the Development Authority."</i>	
Is the Shipping Container(s) placed within 76.20m (250.00 ft.) from any dwelling units present on adjacent parcels? <a href="#">Rocky View County Atlas</a>	Yes No
If yes, what are the additional design measures and/or landscaping features proposed to screen the shipping container(s)?	
SETBACK VARIANCE REQUESTED (If applicable)*	
<i>'Shipping Containers shall be placed at least 50.0 m (164.04 ft.) away from a parcel holding an Agricultural or Residential District designation, with a dwelling unit on the adjacent parcel and comply with the required setback from County roads, Highways and Service Roads in any District, whichever is greater.'</i>	
*Please refer to the applicable Land Use District to check for variances, if any - <a href="#">Rocky View County Land Use Bylaw</a>	
Are you requesting a variance to the setbacks from the property lines to the shipping container?	Yes No
If yes, please elaborate the reasons for the setback variance.	
<b>NOTE: Application must include a Site Plan identifying location of the proposed shipping container(s) (including setbacks from adjacent parcels); location and size (footprint) of all existing accessory building(s); photographs; and all requirements of the Development Permit Checklist.</b>	

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

## DEVELOPMENT PERMIT APPLICATION CHECKLIST – SHIPPING CONTAINER(S)

**PLEASE CHECK OFF [✓] ALL THAT ARE INCLUDED IN THE APPLICATION PACKAGE.** Incomplete applications may not be accepted for processing.

Applicant To Check	Office Use Only	All plans shall be submitted as one PDF document in DIGITAL form
		<p><b>APPLICATION FORM(S) AND CHECKLIST:</b> All parts completed and signed.</p> <p><b>INFORMATION SHEET(S):</b> A completed Shipping Container sheet.</p> <ul style="list-style-type: none"> <li>- If the Shipping Container is to be used for Agricultural Purposes, please fill out the attached Farm Building Exemption Form ONLY;</li> <li>- If the Shipping Container is to be used for NON Agricultural Purposes, please fill out the attached Declaration of Use Form ONLY (Please note: The use of a Shipping Container for Non Agricultural Purposes requires a Building Permit through the County's Building Services department).</li> </ul> <p><b>CURRENT LAND TITLES CERTIFICATE COPY:</b> Dated within 30 DAYS of application submission. It can be obtained at <a href="#">SpinIIHost</a> OR</p> <p><input type="checkbox"/> I give the Development Authority authorization to pull a Land Title Certificate at a fee of \$20.00.</p> <p><b>COPY OF ALL NON-FINANCIAL INSTRUMENTS/CAVEATS REGISTERED ON TITLE, if any:</b> It can be obtained at <a href="#">SpinIIHost</a> OR</p> <p><input type="checkbox"/> I give the Development Authority authorization to pull the instruments at a fee of \$20.00 each.</p> <p><b>TIME EXTENSION AGREEMENT:</b> Authorizing the County to continue your application if there are any delays meeting the 40-day timeline as set out by the Municipal Government Act of Alberta (MGA).</p> <p><b>LETTER OF AUTHORIZATION:</b> Signed by landowner, authorizing third party representative to act on their behalf as the applicant.</p> <p><b>AFFIDAVIT:</b> If the registered owner on title is a company, signed and stamped by a Commissioner of Oaths.</p> <p><b>COVER LETTER, shall include:</b></p> <ul style="list-style-type: none"> <li>• Purpose/Use of the Shipping Container(s)</li> <li>• Detailed rationale for any variances requested</li> </ul> <p><b>SITE PLAN, shall include:</b></p> <ul style="list-style-type: none"> <li>• Legal description and municipal address</li> <li>• All property lines, dimensions, and north arrow</li> <li>• Setbacks from all property lines to the proposed shipping container(s), and existing building(s) and dwelling unit(s).</li> <li>• Distance from dwelling unit(s) present on adjacent parcels to the proposed shipping container(s), if applicable</li> <li>• Labels and dimensions of all building(s)/structure(s) on site</li> <li>• Land Use Districts of adjacent parcels – <a href="#">Rocky View Atlas</a></li> <li>• Location and for existing/proposed approach(s)/access to property</li> <li>• Identify names of adjacent internal/municipal roads and highways</li> <li>• Identify any type of oil wells, septic fields/tanks, or water wells on site, including their distances to existing/proposed buildings</li> </ul> <p><b>PHOTOGRAPHS:</b></p> <ul style="list-style-type: none"> <li>• Minimum four (4) photographs of each shipping container(s) showing all sides</li> <li>• Photographs of the existing dwelling unit(s) / building(s) on site.</li> </ul>
<b>FOR OFFICE USE ONLY</b>		
Proposed Use(s):		Land Use District:
Applicable ASP/CS/IDP/MSDP:		
Included within file: <input type="checkbox"/> Information Sheet <input type="checkbox"/> Parcel Summary <input type="checkbox"/> Site Aerial <input type="checkbox"/> Land Use Map Aerial <input type="checkbox"/> Site Plan		
<b>NOTES:</b>  <div style="text-align: right;"><b>Staff Signature:</b> _____</div>		



## Planning & Development Services

File Number / Roll Number

### Time Extension Agreement for Development Permit Applications

APPLICANT: \_\_\_\_\_

LEGAL  
DESCRIPTION: \_\_\_\_\_

The *Municipal Government Act* recommends that the Development Authority of Rocky View County is required to make a decision on a completed Development application within **40 days** of its receipt application, unless an agreement has been entered into with the Applicant and Development Authority to extend the 40 day period.

In order to permit the Development Authority of Rocky View County to make a decision on your application, we are requesting that you enter into the Time Extension Agreement as set out below.

If you concur with our request, please complete the agreement set out below and forward it to:

**ROCKY VIEW COUNTY**  
**Planning and Development Services**  
262075 Rocky View Point  
Rocky View County, Alberta T4A 0X2  
[development@rockyview.ca](mailto:development@rockyview.ca)

In accordance with the *Municipal Government Act*,

I/We, \_\_\_\_\_  
hereby enter into an agreement with Rocky View County to extend the time prescribed for the processing of the Development Application

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature



**ONLY REQUIRED IF YOU ARE ACTING ON BEHALF OF THE REGISTERED OWNER**

## LETTER OF AUTHORIZATION – PLANNING AND DEVELOPMENT SERVICES

I, (We) \_\_\_\_\_ (print name) Owner 1

\_\_\_\_\_ (print name) Owner 2

being the owner(s) of: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

### Legal Description:

Quadrant \_\_\_\_\_ ¼ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ West of \_\_\_\_\_ Meridian

give \_\_\_\_\_ (print name of Applicant)

permission to act on my (our) behalf for the following application at the above-noted property

### (select one):

- ☐ Development Permit
- ☐ Subdivision
- ☐ Redesignation
- ☐ Local Plan

\_\_\_\_\_  
**Owner 1 Signature**

\_\_\_\_\_  
**Owner 2 Signature**

\_\_\_\_\_  
**Date Signed**

**ONLY REQUIRED IF THE REGISTERED OWNER ON TITLE IS A COMPANY**

**AFFIDAVIT - VERIFYING CORPORATE SIGNING AUTHORITY**

I, \_\_\_\_\_, of \_\_\_\_\_

**make oath and say:**

1. I am the officer/director of (company name):

\_\_\_\_\_

being the corporation named as the owner, in the Development Permit / Subdivision / Redesignation / Local Plan Application (select one), affecting Lands described as:

**Legal Description**

\_\_\_\_\_/ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

2. I am authorized to sign the Development Permit / Subdivision / Redesignation / Local Plan Application (select one), on behalf of the corporation without affixing a corporate seal and I hereby appoint (name of Applicant):

\_\_\_\_\_ as our agent for the above application at the above-noted property.

**FOR USE BY APPOINTED COMMISSIONER FOR OATHS**

**SWORN/AFFIRMED before me**

at the (City/County/Town): \_\_\_\_\_,

in the Province of Alberta, this \_\_\_\_\_ day of \_\_\_\_\_ (month) \_\_\_\_\_ (year).

*Commissioner of Oaths Stamp*

**Signature**

A Commissioner for Oaths in and for Alberta



## FARM BUILDING EXEMPTION

Application Date (Month/Day/Year): \_\_\_\_\_ Development Permit # (if applicable): \_\_\_\_\_

Property Owner Name(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### Project Location and Building Information:

Municipal Address: \_\_\_\_\_  
Legal Address: Part of: \_\_\_\_\_ Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ West of: \_\_\_\_\_  
Subdivision Name (if applicable): \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_  
Land Use Designation: \_\_\_\_\_ Parcel Size (no. of acres): \_\_\_\_\_  
Building Size: \_\_\_\_\_ ☐ Feet ☐ Metres Building Height: \_\_\_\_\_ ☐ Feet ☐ Metres  
Number of Floors in Building: \_\_\_\_\_ Building Construction Material: (e.g. combustible or non-combustible): \_\_\_\_\_  
Estimated Construction Value of Building: \$ \_\_\_\_\_ Use of Building: \_\_\_\_\_  
Amount of Grading: \_\_\_\_\_ ☐ Feet ☐ Metres  
Maximum 1.00m change from existing grade unless approved by a Development Permit

*If the farm building has installation of sub-trade works, then complete permit application(s) must be submitted with the Farm Building Exemption application. Please check all that apply:*

Electrical ☐ Plumbing ☐ Gas ☐ Private Sewage Treatment System ☐ Not Applicable ☐

**I hereby certify** that the building described herein will be of low human occupancy. Used for the housing of livestock, and/or the storage, sorting, grading of agricultural products that have not undergone secondary processing and/or the storage or maintaining of machinery, equipment or vehicles that are used in connection with the growing of farm crops or the care of farm animals on the above described land.

**I hereby certify** that the building shall only be used for an agricultural operation further defined by the *Agricultural Operation Practices Act*, and have verified the agricultural operation by signing a declaration of use for the building, which shall be a condition of this permit.

**I further certify** that I will not use the building for any other use without first obtaining a Building Permit and/or a Development Permit if necessary from Rocky View County, and that on the sale of the described land, I will endeavor to inform the purchaser that the building shall only be used as a farm building.

Owners and/or agents are responsible for ensuring that construction will not damage or interfere with any utility, or any utility right of way or easement.

Owners and/or agents are responsible for ensuring the work being carried out complies with all applicable Land Use Bylaws, Subdivision requirements and/or Developers or Homeowners Associations Requirements.

Consent is granted to authorized persons of Rocky View County to enter the above parcel of land for purposes of investigation and enforcement related to this permit application.

\_\_\_\_\_  
Registered Landowner (Print Name) Registered Landowner Signature Date

The personal information provided as part of this application is collected under the Safety Codes Act and the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the municipality.



## DECLARATION OF USE – FARM BUILDING EXEMPTION

Farm buildings shall meet and adhere to all the definitions and exemptions within the National Building Code (AE), *Safety Codes Act*, *Agricultural Operation Practices Act*, and the *Land Use Bylaw*.

### Details of the farm building occupancy (choose yes if applicable):

What is the total occupant load? (# of people): _____		
Low Human Occupancy – Less than one person per 40 m <sup>2</sup> (430.6 sf)	Yes	No
Housing livestock, the storage of feed for livestock	Yes	No
Storing, sorting, grading, or growing agricultural products associated with the agricultural operation	Yes	No
Secondary processing of agricultural products (e.g. producing a new product)	Yes	No
Storing or maintaining machinery and/or equipment associated with the agricultural operation	Yes	No
Horse riding arena, exercise or training facility not used by the public (Private riding arena)	Yes	No
Will the building be open to the public or provide retail sales to the public?	Yes	No
Provide a brief description of the use of the building:		

### Details of the farm building occupancy to support an agricultural operation (choose yes if applicable):

Cultivating land	Yes	No
Raising livestock, including diversified livestock animals within the meaning of the Livestock Industry Diversification Act and poultry	Yes	No
Raising fur-bearing animals, pheasants, or fish	Yes	No
Producing agricultural field crops	Yes	No
Producing fruit, vegetables, sod, trees, shrubs, and other specialty horticultural crops	Yes	No
Producing eggs and milk	Yes	No
Producing honey	Yes	No
Operating agricultural machinery and equipment, including irrigation pumps	Yes	No
Applying fertilizers, insecticides, pesticides, fungicides, and herbicides, including application by ground and aerial spraying, for agricultural purposes	Yes	No
Collecting, transporting, storing, applying, using, transferring, and/or disposing manure, composting materials, and/or compost	Yes	No
Abandoning and reclaiming confined feeding operations and manure storage facilities	Yes	No
Cannabis cultivation including growing, harvesting and packaging of base product (no processing)	Yes	No
Cannabis processing including growing, harvesting and /or processing and packaging	Yes	No

I understand and confirm that the building shall not be used for any other occupancy without first obtaining a Building Permit and/or Development permit from Rocky View County, and that this declaration is a condition of the Farm Building Exemption.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## DEFINITIONS

### NATIONAL BUILDING CODE – ALBERTA EDITION

1.1.1.1. Application of this Code 5) This Code does not apply to a) a building of low human occupancy associated with the operation of the farm or acreage on which it is located, where the building is used for the i) housing of livestock, ii) storage or maintenance of equipment, or iii) storage of materials or produce,

**A-1.1.1.1.(5)(a) Farm and Acreage Buildings.** Farm and acreage buildings include, but are not limited to, produce storage facilities, livestock and poultry housing, milking centers, manure storage facilities, grain bins, silos, feed preparation centers, farm workshops, and horse riding, exercise and training facilities not used by the public.

### SAFETY CODES ACT - PERMIT REGULATION

**Farm building** means a building located on agricultural land as defined in the *Agricultural Operation Practices Act* that is occupied for an agricultural operation as defined in the *Agricultural Operation Practices Act*, including, but not limited to, (i) housing livestock, (ii) storing, sorting, grading or bulk packaging of agricultural products that have not undergone secondary processing, and (iii) housing, storing or maintaining machinery that is undertaken in the building.

### AGRICULTURAL OPERATION PRACTICES ACT

**Agricultural land** means (i) land the use of which for agriculture is either a permitted or discretionary use under the land use bylaw of the municipality or Metis settlement in which the land is situated or is permitted pursuant to section 643 of the *Municipal Government Act*, (ii) land that is subject to an approval, registration or authorization, or (iii) land described in an ALSA regional plan, or in a conservation easement, conservation directive or TDC scheme as those terms are defined in the *Alberta Land Stewardship Act*, that is protected, conserved or enhanced as agricultural land or land for agricultural purposes.

**Agricultural operation** means an agricultural activity conducted on agricultural land for gain or reward or in the hope or expectation of gain or reward, and includes (i) the cultivation of land, (ii) the raising of livestock, including diversified livestock animals within the meaning of the *Livestock Industry Diversification Act* and poultry, (iii) the raising of fur-bearing animals, pheasants or fish, (iv) the production of agricultural field crops, (v) the production of fruit, vegetables, sod, trees, shrubs and other specialty horticultural crops, (vi) the production of eggs and milk, (vii) the production of honey, (viii) the operation of agricultural machinery and equipment, including irrigation pumps, (ix) the application of fertilizers, insecticides, pesticides, fungicides and herbicides, including application by ground and aerial spraying, for agricultural purposes, (x) the collection, transportation, storage, application, use, transfer and disposal of manure, composting materials and compost, and (xi) the abandonment and reclamation of confined feeding operations and manure storage facilities.



## DECLARATION OF USE – Shipping Container (Sea Can)

Intermodal shipping containers or “sea-cans” are used for the transport of goods from one place to another. These containers are designed to be packed with goods and lifted, stacked, handled, and moved by one mode of transportation or another. However, their availability, capacity, and strength make them desirable for many other uses.

Location for use will subject them to several requirements applicable to the construction and fire safe operation of buildings. A building as defined by the NBC(AE) means any structure used or intended for supporting or sheltering any use or occupancy, and includes an addition built to an existing structure and, where applicable, the land adjoining a structure. Because shipping containers do not meet the prescriptive requirements found in the NBC(AE), the municipality may request an engineering review and submission of plans certified by a registered engineering professional prior to issuing a building permit.

### Details of the shipping container occupancy (choose yes if applicable):

<b>Permanent placement shipping container– accessory building– building permit required.</b>		
Will the shipping container be occupied? (# of people/occupant load): _____	Yes	No
Will the shipping container be modified?	Yes	No
Will the shipping container be used to store dangerous/hazardous materials?	Yes	No
Provide a brief description of the items to be stored in the shipping container:		

\_\_\_\_\_  
Municipal Address

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date