



FOR OFFICE USE ONLY	
Date of Receipt	File Number
Fee Submitted	Accepted by

PLANNING SERVICES FORM 2.5 REDESIGNATION COMMERCIAL OR BUSINESS PURPOSE APPLICATION

Please note that the information provided in these forms is crucial to the assessment of your Application. Further, that in making this Application you are certifying the accuracy of the information contained in the pages of this form and any other material submitted with your application. Erroneous or inaccurate information provided in these forms or within the material submitted with your application may prejudice the validity of the Application and/or any decision issued regarding the Application. This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of the application or by a person authorized to act on the registered owner's behalf.

NATURE OF PROPOSED APPLICATION

- Land Use Redesignation
 New Direct Control Bylaw
 Direct Control Bylaw (Site Specific Amendment)
 Textual Amendments to the Land Use Bylaw

1. APPLICANT / AGENT

Applicant / Agent _____
 Mailing Address _____
 _____ Postal Code _____
 Telephone (B) _____ (H) _____ Fax _____
 Email _____
 Owner Same As Applicant

2. OWNER

Registered Owner _____
 Mailing Address _____
 _____ Postal Code _____
 Telephone (B) _____ (H) _____ Fax _____
 Email _____

3. LEGAL DESCRIPTION AND AREA OF LAND

All / part of the _____ ¼ section _____ township _____ range _____ west of _____ meridian
 Being all / parts of lot _____ block _____ Registered Plan Number _____ Certificate of Title Number _____
 Municipal Address (if applicable) _____
 Total Area of the above parcel of land to be subdivided is _____ hectares (_____ acres)

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4. LOCATION OF LAND

- (a) The land is situated in the municipality of **ROCKY VIEW COUNTY**. YES
- (b) Is the land situated immediately adjacent to the municipal boundary? YES NO
If "yes", the adjoining municipality is _____
- (c) Is the land situated within 0.8 kilometres of the right-of-way of a highway? YES NO
If "yes", the highway is Number _____
- (d) Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a canal or drainage ditch? YES NO
If "yes", state its name _____
- (e) Are there any oil or gas wells on or within 100 metres of the subject property(s)? YES NO
- (f) Is the proposed parcel within 1.5 kilometres of a sour gas facility? YES NO
- (g) Is the sour gas facility active, abandoned, or currently being reclaimed?
- (h) Is there an abandoned oil or gas well or pipeline on the property? YES NO

5. EXISTING AND PROPOSED USE OF LAND

- Describe:
- (a) Existing use of the land _____
- (b) Proposed use of the land _____
- (c) The designated use of the land as classified under a Land Use Bylaw _____
- (d) The proposed use of the land as classified under a Land Use Bylaw _____

6. PHYSICAL CHARACTERISTICS OF LAND (WHERE APPROPRIATE)

- (a) Describe the nature of the topography of the land (flat, rolling, steep, mixed).

- (b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots etc., sloughs, creeks, etc.) _____
- (c) Describe the kind of soil on the land (sandy, loam, clay, etc.) _____

7. EXISTING BUILDINGS ON THE LAND

Describe **any** buildings (historical or otherwise), and any structures on the land whether or not they are to be demolished or moved. _____

8. WATER AND SEWER SERVICES

If the proposed development is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal.

9. PROPOSED LOTS

- (a) Number of parcels ultimately proposed _____

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(b) Size of parcels ultimately proposed _____

10. MUNICIPAL RESERVE STATUS

(a) Disposition of Municipal Reserve, please check appropriate box:

- | | |
|--|---|
| <input type="checkbox"/> Deferral | <input type="checkbox"/> If dedicated, area of Reserves and designation |
| <input type="checkbox"/> Deferral to balance | <input type="checkbox"/> Cash in lieu of land, value to be determined by appraisal. |

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11. MANDATORY SUPPORTING INFORMATION – REDESIGNATION

PART A: General requirements

- Application forms.
- Authorization from owner of the parcel for the making of the application.
- Proposed plan of development (identifying proposed general location of existing buildings and uses and buildings and uses proposed in the future, and showing any proposed subdivision layout).
- A copy (hardcopy and digital copy) of any proposed bylaw amendments in the form of a Rocky View County Bylaw – where the redesignation proposes a Direct Control Bylaw or amendments to the existing Land Use Bylaw.
- Payment of fees.
- Land title for all properties affected by the application must be within 30 days of the date of application.
- Description of the use or uses proposed for the land that is the subject of the application.
- A detailed assessment of the proposed development against the relevant Statutory Plan and any relevant Local Plans.
- Any other technical reports determined to be necessary in order to assess the suitability of land for redesignation including those items identified within the County Servicing Standards.

Applications preceded by an earlier application:

In many instances, a redesignation application is preceded by one or a number of applications which affect the development of land, set the higher level strategic intent associated with amendments to Area Structure Plans or the adoption of Local Plans (Conceptual Schemes and Master Site Development Plans). In these cases, particularly in the case of Local Plan preparation there are a range of technical documents which may have already been required and provided. However, it should be noted that, owing to the passage of time between applications, the introduction of new policy or the introduction of new technical standards, updated versions of previously provided technical reports may be required. Further, it should be noted that preceding applications may have introduced requirements or expectations for further technical reports to be provided as part of a redesignation applications. These matters should be addressed accordingly.

It should be noted that this checklist is a general list of the technical reports required to be provided and there may be occasions where additional information is required.

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PART B: For redesignation of land for Commercial or Business Purposes (all applications)

Wastewater

- Where the County determines that the subject land is in proximity to a piped wastewater system, the Applicant shall provide evidence that the system has sufficient capacity to accommodate the proposed development in accordance AESRD requirements.

OR

- Where the County determines that a regional or decentralized wastewater system is required, the Applicant shall provide a written conceptual submission prepared by a suitably qualified person outlining the proposed treatment and disposal system.

Water supply

- Where the County determines that the subject land is in proximity to a piped water supply system, the Applicant shall provide evidence that the system has sufficient capacity to accommodate the proposed development in accordance with AESRD requirements.

OR

- Where the County determines that a regional or decentralized water supply system is required, the Applicant shall provide a conceptual submission prepared by a suitably qualified person outlining the proposed water supply system.

Wastewater and Water Supply

- Where the County has determined that a piped system is not available for connection and a regional or decentralized system is either not proposed or not required, the Applicant shall provide details of their proposed water supply and wastewater treatment and disposal methods (the installation of water wells and on-site treatment and disposal of wastewater are not supported under County policy for Commercial or Business uses. Cisterns and pump out holding tanks are typically accepted and installed at Development Permit stage).

Stormwater management

- A conceptual level Stormwater Management Report (SWMR) prepared by a suitably qualified person.
- A Subcatchment Master Drainage Plan (SCMDP) in accordance with the County Servicing Standards, if required.

Traffic Impact

- A Traffic Impact Assessment prepared by a suitably qualified person shall be provided.

Other matters

- Any other technical reports determined to be necessary in order to assess the suitability of land for development (including those items identified within the County Servicing Standards).

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Terms, conditions and additional notes regarding redesignation applications

The following terms, conditions and additional notes are not limiting on Council or the County in the requirement of supporting information for an application or the imposition of conditions on a future approval.

- (a) *Boundary realignments*: requirement for applications regarding boundary realignments do not typically demand additional technical studies, unless the application is considered to significantly reduce the size of one of the parcels the subject of the application such that technical considerations need to be addressed (for example, a residential lot is reduced in size as a result of redesignation and boundary realignment for R-2 to R-1 demanding a higher level of proof for servicing). However, the County reserves the right to request additional technical reports if it is considered that previous servicing (including wastewater, stormwater, traffic and water supply) arrangements are insufficient.
- (b) It should be noted that all information provided for an application is available for public review and comment.**
- (c) Applicants must be aware that at subdivision or development permit stage:
1. The Subdivision Authority or Development Authority may include any condition necessary to satisfy a Land Use Bylaw provision, a County Plan, Area Structure Plan, Conceptual Scheme, or Master Site Development Plan policy or County Servicing Standard.
 2. Where on-site works are proposed the relevant Authority may, by condition, require the provision of a Construction Management Plan.
 3. The relevant Authority may impose any condition to meet a requirement of the Municipal Government Act or Subdivision and Development Regulation.
 4. As a condition of approval, the relevant Authority may include the requirement to update technical reports submitted with the application.
 5. The relevant Authority will impose requirements for the payment of levies associated with Bylaws for transportation, wastewater, water supply and stormwater:
 - i. Transportation Offsite Levy Bylaw;
 - ii. Water and Wastewater Offsite Levy Bylaw; and
 - iii. Such other Bylaws as may be in force or come into force and be applicable to development or activities on or services provided to the subject land from time to time.
 6. The relevant Authority will determine any oversizing requirements for services and infrastructure required to be constructed as part of the proposed development. The County will determine Cost Recovery arrangements through preparation and execution of documents prior to endorsement of a plan of survey for registration.
 7. The relevant Authority will determine any outstanding municipal reserve dedications, cash-in-lieu payments or deferrals where applicable.

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- (d) *Technical reports* are defined as any report or any information regarding a matter identified in the Municipal Government Act, Subdivision and Development Regulations, Statutory Plan, County Policy, Servicing Standards or Bylaw.
- (e) Additional technical reports may be required after the time of application, based upon the ongoing assessment of the application.
- (f) All costs of development are borne by the landowner or developer including, but not limited to, all on and off-site construction works, infrastructure development, securities, levies, contributions, reserve payments, additional fees associated the preparation and review of reports and technical assessments, endorsement fees imposed by the County, registration fees and such other costs as may be associated with the development of the land and the registration of any and all documents to create separate title for proposed parcels. Further, that it is the landowner's and developer's responsibility to identify and consider all costs of development.
- (g) The applicant and landowner acknowledge that not providing the information required in this form or failing to provide accurate information may prejudice the assessment of the application.
- (h) The applicant and landowner acknowledge that the County including individual staff members have not provided an advisory role with respect to the preparation and making of this application and that the decision to make the application is entirely that of the applicant and landowner.

12. REGISTERED OWNER OR PERSON ACTING ON HIS BEHALF

I _____ hereby certify that I am the registered owner
(Print Full Name) I am authorized to act on behalf
of the registered owner

and that the information given on this form and the material provided with this application is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application. Further, I have read, understood and accept the contents, statements and requirements contained and referenced in this document – **REDESIGNATION APPLICATION PLANNING SERVICES FORM 2.5**.

Address _____ (Signed) _____
Phone Number _____ Date _____

13. RIGHT OF ENTRY

I hereby authorize Rocky View County to enter my land for the purpose of conducting a site inspection in connection with my application.

Applicant / Owner's Signature
