



APPLICATION
Municipal Development Plan Amendment

Planning and Development Department, 5303 – 50 Avenue, Lamont, Alberta T0B 2R0 Phone (780) 895-2233 Fax (780) 895-7404

For office use only

File number _____

Date of receipt of application as complete _____

Application fee submitted _____

This form is to be completed in full wherever applicable by the **registered owner of the land or by an authorized person** acting on behalf of the owner.

1. Name of registered owner(s) of land to which ASP applies _____ Address, postal code, and telephone number (home and work) _____

2. Authorized person acting on behalf of the registered owner _____ Address, postal code, and telephone number (home and work) _____

3. Legal description and area of land
All/part of the _____ ¼ section _____ township _____ range _____ west of the 4th meridian
Being all/parts of lot _____ block _____ plan _____ C.O.T. No. _____
Area held in current title(s) _____ hectare _____ acres

If applying for **text amendment** indicate the proposed change and the purpose of this application _____

If applying for **map amendment**, indicate the proposed change and the purpose of this application _____

Registered owner of person acting on his behalf

I, _____ hereby certify that I **a) am the registered owner or b) am authorized to act on behalf of the registered owner(s)**, and that the information given on the form is complete and is, to the best of my knowledge, a true statement of the facts relating to this application. I/We hereby give my/our consent to allow Council or a person appointed by it the right to enter the above land with respect to this application only.

Signed _____

Home phone _____ work phone _____

Date _____

Authorization from registered owner(s) of land subject to Area Structure Plan

Registered owner's signature _____

Collection and use of personal information

This personal information is being collected in accordance with the Municipal Government Act (MGA) and is protected by the privacy provisions of the Freedom of Information and Privacy Act (FOIP). This information will be used to process and approve the application. If you have any questions about the collection and use of your information, contact the Director of Planning and Development, Lamont County at (780) 895-2233.



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Date of first reading _____

Public hearing advertisements _____

Date of public hearing _____

Date of second reading _____

Date of third reading _____

Additional comments _____

- Application form (1 original)
- Current Certificate of Title(s)
- Plan/amendment (40 copies)
- Fees (application & advertising)

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An application for Municipal Development Plan Amendment can only be made by the registered owner of the land that is the subject of the application or a person authorized to apply on his/her behalf.

Lamont County will only accept an application for Municipal Development Plan Amendment when **all** of the following information has been submitted.

1. Application fee
 - a. The application fee must be included in accordance with County Bylaws. (see fee schedule for applicable fees)
2. Application form (1 original)
 - a. The application for Municipal Development Plan Amendment form must be completed in its entirety.
 - b. The name, address, and telephone number(s) of the registered owner(s) and the authorized person(s) acting on behalf of the registered owner(s) must be printed in the proper areas on the application form. The application must be signed by one of the above mentioned persons. If a person is acting on behalf of the registered owner(s), it is essential that the owner(s) sign the authorization at the back of the application form. Please note that if a company or individual is the owner of the said land under an agreement for sale as indicated by caveat on the back on the Certificate of Title, please submit a copy of the signed agreement for sale or caveat along with the application. In those instances where making an application on behalf of a developer which has an option on the land, this office also requires a written authorization form from the developer.
3. Current copy of Certificate of Title (if map amendment)
 - a. A current copy of the title as it now exists at Land Titles Office can be obtained from any **licenses and registrations office**.
 - b. If there are any caveats or easements registered on the title pertaining to Lamont County (i.e. deferred reserve caveats or utility easements) please submit copies of these documents along with the application.
4. Proposed plan (40 copies)
 - a. Showing the location, dimensions, and boundaries of the land subject to amendment
 - b. Showing the location of any utility right-of-ways affecting the property.
 - c. Showing natural features such as; drainage courses (creeks, streams, rivers, etc.), drainage basins (ponds, sloughs, lakes, etc.), wooded areas, natural areas, wetlands, etc.
 - d. Man made features such as; dugouts, lagoons, drainage ditches, gravel workings, cultivated land, etc.
 - e. Showing the location, numbers, names, and other designations of highways, secondary roads, public roadways, etc.
 - f. Showing the location, dimensions, and boundaries of each new lot to be created, the reserve lot(s), if any right-of-way of each public utility and other rights-of-way.
5. Proposed plan on CD or DVD (2 copies)
6. Proposed text amendment

Checklist

- ✓ Appropriate application fee
- ✓ Application form (1 original)
- ✓ Current copy of Certificate(s) of Title (if map amendment)
- ✓ Proposed plan (40 copies) (if map amendment)
- ✓ Proposed plan on CD or DVD (2 copies)
- ✓ Completed right-of-entry
- ✓ Proposed text amendment