

WHY DO I NEED A PERMIT?

Every parcel of land in Lac La Biche County belongs to a zoning category. In the Land Use Bylaw, each zoning category has specific regulations.

When you apply for a development permit, we make sure what you're proposing follows the regulations that apply at your chosen site.

A development permit is also necessary for adding a new indoor space to an existing dwelling (e.g. building a sunroom). Additions like this must follow the site's zoning regulations.

A development permit is also required for a change in use. If you are moving a new business into an existing building, or if you're going to run a business out of your home, contact our Planning & Development department.



Only our Planning & Development department can issue development permits in our municipality.

SAFETY CODES PERMITS

You will need to get a Building permit, as well as Gas, Electrical, Plumbing and Private Sewage Disposal System permits if these services are installed. These permits are *in addition* to the development permit, and they make sure a development meets **all necessary safety standards and legislation**.

With the exception of Fire Code services, The Inspections Group Inc. is responsible for safety codes inspections and permitting in Lac La Biche County. You can apply for these services online at inspectionsgroup.com.

For Fire Code services, please call (780) 623-6774 or email fireservices@laclabichedcounty.com.

WARRANTY COVERAGE

The New Home Buyer Protection Act (NHBPA) establishes minimum requirements for new residential construction in Alberta. Under the Act, a building permit can't be issued unless appropriate warranty coverage or an authorization for exemption is in place on the property. For more information, visit alberta.ca/owner-building-authorization.aspx

FOR MORE INFORMATION:

Please visit Lac La Biche County's website (laclabichedcounty.com) and visit the Planning and Development page, under the tab marked "Our Services."

DIRECT CONTACT INFO:

Planning & Development

Phone: 780-623-1747 **Fax:** 780-623-2039
planning.development@laclabichedcounty.com
13422 Highway 881 (County Centre office)
P.O. Box 1679

The Inspections Group Inc.

Website: inspectionsgroup.com
Phone: 780-454-5048 **Fax:** 780-454-5222
Toll-free: 1-866-554-5048
12010-111 Avenue, Edmonton, AB T5G 0E6

Alberta One Call

1-800-242-3447

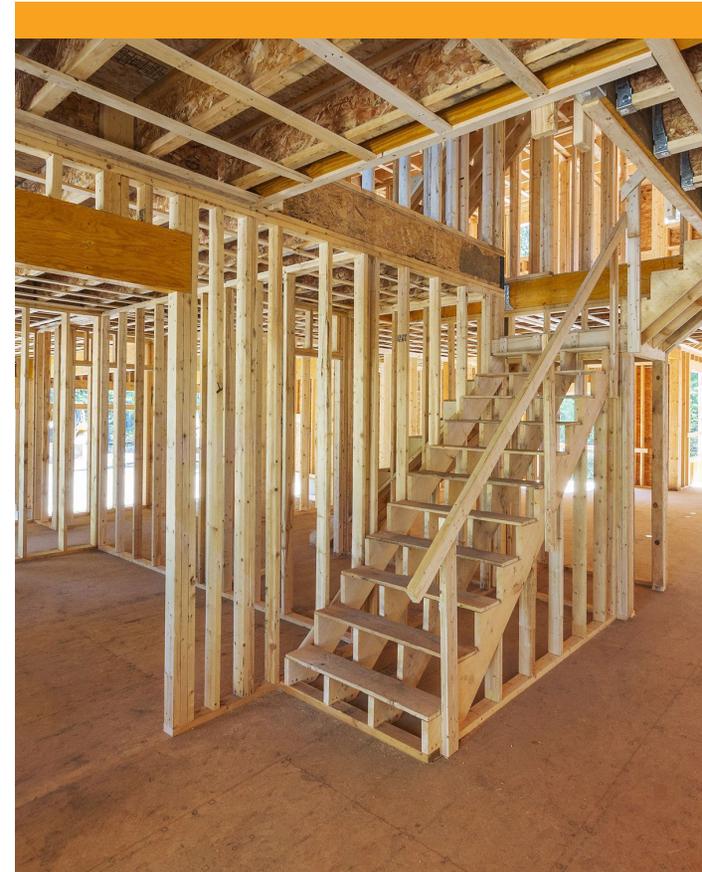
Alberta Transportation (Athabasca District Office)

780-675-2624

Alberta Home Warranty

Website: homewarranty.alberta.ca
1-866-421-6929

PLANNING & DEVELOPMENT SIMPLIFIED



NEW CONSTRUCTION, DWELLINGS AND ADDITIONS

STARTING A DEVELOPMENT

A development permit is required *before* your project begins.

What do I need to submit as part of my application for a development permit?

- Completed application form (available online at lACLAbichecounty.com)
- Current certificate of title
- Landowner's consent if the site does not belong to you (signature on application form or letter of authorization)
- Site plan. This is a layout of your project, showing where the development will occur. Include property line setbacks. The County will accept hand drawings (to scale), a Real Property Report or professional designs for a tentative plan.
- Deck information (e.g. size, covered or uncovered)
- Any other details the Development Authority (Lac La Biche County) considers necessary (see below)

Additional information that may be required:

- Roadside Development Permit issued by Alberta Transportation, if the property is within 800 metres of a provincial highway
- A geotechnical report, if the property has a slope of more than 15%, or a soil investigation
- Grading plan
- Drainage plan
- Parking plan

An attached garage or covered deck is considered part of the main dwelling, so it must comply with setback regulations (minimum distances from property lines) and height restrictions.

Note: If you are planning to add a roof to an existing deck, both a Development Permit and a building permit will be required.

DID YOU KNOW?

If you are proposing a new structure more than 600 m² (6,458 ft²) in area, you will be required to provide an on-site water supply for firefighting purposes. This supply must be separate from the primary water supply. For example, your "firefighting supply" cannot be the same tank you use for a drinking water supply.

FIRESMART PRACTICES

Wildfire is a reality in northern Alberta, so we encourage local developers to incorporate FireSmart practices into their plans.

FireSmart is a series of preventative measures that make it less likely for wildfires to start and spread on a property. These measures include building with fire-resistant materials, keeping structures and vegetation spaced apart, and more.

We encourage developers to submit FireSmart plans to the County for approval.

How can you be FireSmart? For free resources, visit wildfire.alberta.ca/firesmart or contact Lac La Biche County's Fire Services department at (780) 623-6774 for local assistance.



Photo courtesy of FireSmart Canada

FREQUENTLY ASKED QUESTIONS

What's the difference between a permitted and discretionary use? If an application is submitted for a permitted use, the Development Authority must approve it with or without conditions, as long as it complies with the Land Use Bylaw. Applications for discretionary uses are reviewed by the Municipal Planning Commission and *may* be approved with or without conditions.

Do I need a permit to place a mobile home or park model trailer on my property? Yes, and depending on the site's zoning, these uses may be permitted or discretionary.

How long does it take to get approvals? The Municipal Government Act does allow us 40 days to make a decision. However, depending on the nature of your project and whether or not additional information is needed, timelines can range from two weeks to one month.

How much does a development permit cost?
Residential, permitted use: \$150
Residential, discretionary use: \$300
Non-residential, permitted use: \$500
Non-residential, discretionary use: \$750

What if I don't agree with the Development Authority's decision or the conditions of approval? You can submit a letter to the Subdivision and Development Appeal Board, along with the applicable fee of \$200. A hearing will be scheduled, and the board's decision is final.

Is a development permit the only permit I need? No. After a development permit has been issued, you need to obtain necessary safety codes permits for your project. The nature and scope of your project determine which permits are needed. The Inspections Group Inc. is responsible for safety codes inspections and permitting in Lac La Biche County.