

Area Structure Plan Application

FOR OFFICE USE ONLY				
Date received:		ASP File Number		
Date accepted as complete:		Receipt Number:	Fee Paid:	

OWNER AND APPLICANT INFORMATION

Name of Registered Owner : _____				
Phone: Home /Cell: _____	Address: _____			
Work / Fax: _____	City: _____	Province _____		
Email Address: _____		Postal Code _____		
Name of Agent Authorized to Act On Behalf of Registered Owner : _____				
Phone: Home /Cell: _____	Address: _____			
Work / Fax: _____	City: _____	Province _____		
Email Address: _____		Postal Code _____		

PROPERTY INFORMATION

Qtr / LSD	Sec.	Twp.	Rge.	Meridian	Lot:					
				W 4 th M	Block:		Plan:			
MUNICIPALITY										

LAND USE

Existing Use of Land	<input type="checkbox"/> Agriculture <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Recreational Other: _____
Proposed Use of Land	<input type="checkbox"/> Agriculture <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Recreational Other: _____

AREA STRUCTURE PLAN NAME _____

PLANNING REASONS AND MERITS (additional comments may be attached):

I / We certify that the information given on this form and attachments hereto are full and complete and are to the best of my/our knowledge a true statement of the facts concerning this application, and I / we are the registered owner(s).

REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

I _____ **HEREBY CERTIFY THAT:**

I am the registered owner of the subject lands proposed for the Areas Structure Plan or proposed amendment

I am the agent authorized to act on behalf of the registered owner(s); and that all statements contained herein are true. (If the applicant is not the registered owner, the applicant MUST provide a signed letter of consent from property owner(s).

Address _____ (Signed) _____
 Phone No. _____ Date _____

RIGHT OF ENTRY

I hereby authorize representatives of Palliser Regional Municipal Services and referral agencies to enter my land for the purpose of conducting a site inspection with respect to my subdivision application.

This right is granted pursuant to Section 653(2) of the Municipal Government Act.

Registered Owner's Signature

Mail or deliver the completed application form, detailed sketch and required fee to:

115 Palliser Trail, P.O. Drawer 1900, Hanna, Alberta T0J 1P0
 tel 403-854-3371 fax 403-854-4684 toll free 1-877-854-3371 www.palliserservices.ca

Area Structure Plan Application

1. Area Structure Plan Adoption and Amendment – Submission and Requirements Checklist

- A complete Area Structure Plan Application Form.
- Application Fees (including 2 copies of Current Certificate of Title)
- Prior to first reading of the Bylaw, an electronic version of the complete Microsoft Word document, PDF copies of all maps and attachments, and all AutoCAD drawing files must be provided and conform to the current GIS mapping requirements.**

First reading of the Bylaw will not proceed until all required information has been provided.

- Depending on the complexity of the proposed application the applicant may be required, at the discretion of the Planning Department, to hold an Open House for the application.
- Any additional information or materials that may be required by the Planning Department.

***Incomplete applications will be returned to the applicant.**

2. Area Structure Plan Content Requirements (For A.S.P. Preparation)

An Area Structure Plan provides an overall guiding framework for the subdivision and development of a parcel of land. The Area Structure Plan process involves the preliminary design of proposed growth areas. It contains a land use concept that is integrated with an overall servicing strategy considering the requirements of the parcel and surrounding land areas. The primary intent of this Plan, in addition to illustrating a development concept that is consistent with the MDP, is to demonstrate how future development in new areas will be coordinated with existing development and surrounding land uses.

The information to be contained in an Area Structure Plan is as follows:

- Future land use concept (ie. Low/ High density residential, Commercial, Industrial, Community Service, Municipal Reserve, etc.);
- Existing land uses and previous subdivision activity;
- Major physical and topographic features;
- Arterial roadways, collector roadways, and ties to existing roadway network,
- Surrounding subdivision and development;
- Storm water Management Plan (Overall concept) including surface drainage patterns including catchment areas and sub-basins, storm pond and outfall locations;
- Proposed Sanitary system (private disposal or ties into existing sanitary system);
- Plan of and ties into existing water supplies;
- Plan of and ties into existing shallow utility networks;
- Approximate location and size of school sites and major parks, ties to existing trail network, and extensions into future areas;
- Approximate boundaries and phasing of subdivision and development areas.

* Additional studies may be required to properly evaluate the site suitability for the proposed land uses (i.e. Private Sewage Assessment and/ or Water study for privately serviced developments).

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Date of public information meeting _____	Date of first reading _____
Public hearing advertisements _____	Date of public hearing _____
Date of second reading _____	Date of third reading _____
Additional comments _____	

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