



Town of Sundre
APPLICATION FOR
HOME OCCUPATION PERMIT
LAND USE BY-LAW 705

Application No: _____

To be Completed by Landowner/Applicant:

Permit Applicant Type: [] Owner [] Applicant Application Date (mm/dd/yy) _____ Accepted as Complete: _____

Landowners Name(s): _____

Mailing Address: _____

City: _____ Prov: _____

Postal Code: _____ Ph: _____

Alt Ph: _____ Fx: _____

Email address: _____

Applicant Name(s): [] (Same) _____

Mailing Address: _____

City: _____ Prov: _____

Postal Code: _____ Ph: _____

Alt Ph: _____ Fx: _____

Email address: _____

Address of Property to be Developed: _____

Name of Business: _____

Operation Occurring in the: [] Primary Building [] Accessory Building [] Both

Estimated date of Commencement: _____

PLEASE REVERSE PAGE TO COMPLETE APPLICATION

PERMIT APPLICATION DECLARATION: I/We hereby certify that I am/we are the registered owner(s) or authorized to act on behalf of the registered owner(s) and that the information on this form and on the attached plans and supporting materials is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application. By submitting this application, I hereby allow right of entry for inspection purposes.

Signature of Applicant: x _____ Date: (mm/dd/yy) _____

Signature of Landowner: x _____ Date: (mm/dd/yy) _____

To Be Completed By Development Authority: Minor [] Major [] Parking Plan [] Owner's authorization [] Land Title []

Application Fee \$ _____ Receipt No. _____ Date: _____ Accepted as complete _____

Land ID: Lot: _____ Block: _____ Plan: _____ Land Use Zoning _____ Tax Roll No. _____

Development Officer: _____ Approved: _____ Refused: _____ MPC Approval Date: _____

Decision Date: _____ Notice of Decision Date: _____ Development Permit Issue Date: _____

SDAB date: _____ Hearing date: _____ Date of decision: _____

This personal information is being collected under the authority of the Municipal Government Act Section 3, and will be used in the processing of this application. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act, Section 33. If you have any questions about the collection of or use of this personal information, please contact the FOIP Coordinator, 717 Main Avenue West, Box 420 Sundre, AB T0M 1X0 at 403-638-3551.

Type of Business (please describe in detail what you will be doing in your home occupation):

Will there be increased traffic generated from the operation of the proposed Home Occupation? Yes No

Hours of operation: Per day? _____ Per week? _____ Times (when) _____ to _____

Will there be any on premise sales or services from the property? Yes No

How many people will be employed at the residence other than you (if any)? _____

How many clients or customers (if any) come to your residence during an average day? _____ week? _____

Where will parking be provided for other employees/clients/customers? (Please provide a site plan showing location and size of parking area). _____

Will there be any interior alterations required to the home to accommodate the Home Occupation? Yes No

Indicate the types of materials stored at your home (if any and how much is stored). Note that goods and materials are not to be stored outside. _____

_____.

What type of equipment will be used on your premises for your business (i.e. computer, printing, press, tools, etc). _____

_____.

Please describe type, length and weight of any vehicle (maximum of one), utility trailers, etc. used in the operation of the business: _____.

Identify the number of vehicles to be used for the home occupation (if any) and type (i.e car, truck, etc.)

_____.

Based on the information being provided, your application will be considered as either a Home Occupation – Minor or a Home Occupation – Major. Municipal Planning Commission approval is required for any Home Occupation – Major.

*Business Licenses are required for all Home Occupations.