

REQUEST FOR PREPARATION OF DEVELOPMENT AGREEMENT

Please submit completed form to devengcoord@cityofgp.com

Description

This is a request to commence the preparation of a development agreement. A development agreement is required as a condition of some development permits and most subdivision approvals in accordance with **Section 655 of the Municipal Government Act**.

IMPORTANT NOTICE: This application does not permit you to commence the activity and/or event until such time the agreement has been executed.

Fees and Timelines

Timelines differ case by case. Fees are laid out in C-1395, Fees and Charges By-Law. Fees for Requests for preparation of a development agreement are as follows:

- Servicing agreement: \$5,000.00
- Infrastructure agreement: \$2,000.00

Submission Information

- Complete applications may be submitted electronically to the City of Grande Prairie at devengcoord@cityofgp.com.
- For additional information on submission requirements refer to the City Design Manual - Section 1.5
- For questions regarding this form, please contact the AccessGP at **780-538-0300** or **311**.

FOIP Act Policy

The collection of Personal information is authorized under Section 4(c) of the Protection of Privacy Act, SA 2024, c P 28.5 ("POPA"), for the purpose of administering the City's planning, development, and infrastructure responsibilities. The information will be used in accordance with section 12 of the Act and may only be disclosed as permitted under section 13, including to internal departments, legal counsel, or third parties involved in fulfilling the terms of the agreement. The information is protected in accordance with the municipality's Privacy Management Program, retained only as long as necessary to meet legal or operational requirements, and securely destroyed when no longer needed. If you have any questions about the collection, use, or disclosure of your personal information, please contact: devengcoord@cityofgp.com

REQUEST FOR PREPARATION OF DEVELOPMENT AGREEMENT

Please submit completed form to devengcoord@cityofgp.com

This is a request to commence the preparation of a development agreement for the following:

Development Name:

Subdivision File Number/Development Permit Number:

Date of Approval:

Address or Legal Land Description:

Information of Developer entering contract with City of Grande Prairie:

Developer Legal Name:

Developer Mailing Address:

Developer Primary Contact Name:

Developer Phone Number:

Developer Email:

Developer Accounts Payable Dept Email: (if required)

Consultant Information:

Company:

Contact:

Email:

The following schedules form part of the Servicing Agreement and must be submitted to complete the required forms. Incomplete applications will not be accepted and returned to the Developer.

☐ Schedule A – Land Description

☐ Schedule B – Development Area

☐ Schedule E – Securities

☐ Schedule F – Transportation Levies and Fees

☐ Schedule G – Excess Capacity (as required)

☐ Special Conditions (as required)