

Description

This application form is to be submitted for Land Use Planning applications, including Municipal Development Plan, Area Structure Plan, Area Redevelopment Plan, Outline Plan, and Land Use Bylaw amendments.

Submission Checklist

<input type="checkbox"/> Completed Application Package	<input type="checkbox"/> PDF files of all maps and attachments
<input type="checkbox"/> Land Title Certificate (issued within 6 months)	<input type="checkbox"/> AutoCAD files (if applicable)
<input type="checkbox"/> Authorization Form/ Right of Entry Form	<input type="checkbox"/> Correct Fee
<input type="checkbox"/> Design / Servicing Reports (OP / ASP / ARP, if applicable)	

Requirements for All Applicants

- Packages must be complete at the time of submission. Incomplete packages will be returned to the applicant.
- Applications will not be processed until entire fee is received.
- All current Planning and Development fees can be found at Bylaw C-1395 Fees, Rates and Charges Bylaw.
- Applications that have been inactive for a period of six months from the date of application will be deemed expired and the file will be closed.
- 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.
- Applicant has read and agrees to the requirements laid out in the City's Municipal Development Plan (MDP).

Submission Information

- Complete applications may be submitted electronically to planning@cityofgp.com.
- For questions, call 780-538-0325 or email planning@cityofgp.com.

Privacy Statement

The personal information collected is authorized under Section 4(c) of the Protection of Privacy Act, SA 2024, c. P-28.5. It is collected to process your request, verify your authority, and provide the requested permit, information, or approval. Your information will only be used for these purposes and protected in accordance with the Act. It will not be disclosed except as authorized by law or with your written consent. If you are requesting for a property, you do not own or occupy, you may be required to provide proof of authority. Personal information is retained and disposed of according to the City's Records Management Bylaw C-1348. If you have any questions about the collection, use, disclosure, or destruction of your personal information, please contact Development Services at 780-538-0325 or devpermits@cityofgp.com.

A: Application Details (Check all that apply)

Land Use Bylaw Amendment

<input type="checkbox"/> Rezoning	Current Zoning:	
	Proposed Zoning:	

Text Amendment Summary:

Outline Plan (OP)

Amend Existing OP Name:

Proposed NEW OP Name:

Area Structure Plan (ASP)

Amend Existing ASP Name:

Proposed NEW ASP Name:

Area Redevelopment Plan (ARP)

Amend Existing ARP Name:

Proposed NEW ARP Name:

Municipal Development Plan (MDP) Amendment

Planning Reasons & Merits:

B: Property Information				
Municipal Address:				
Legal Address:	Lot:	Block:	Plan:	
	¼ Sec	Twp	Rge	W6M
Total Area:				
Current Zoning:				

C: Owner Information			
Name:			
Address:	City:		
Province:	Postal Code:		
Phone:	Email:		

D: Applicant Information			
Name:			
Address:	City:		
Province:	Postal Code:		
Phone:	Email:		

Note: By providing your email address you acknowledge that all correspondence will only be sent VIA email.

E. Declaration

I hereby certify that:

- I am the registered owner or am authorized to act on behalf of the registered owner(s); and that all statements contained herein are true; and
-
- I have read and agree to the terms of Submission Requirements for All Applications.
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- I understand applications that have been inactive for a period of six months from the date of application will be deemed expired and the file will be closed.
-

Note: By typing your name(s) into the signature boxes below (or by signing a printed version of this application), you agree that all information submitted on this form is true and accurate.

Signature of Applicant:

Date of Application:

Note: By typing your name(s) into the signature boxes below (or by signing a printed version of this application), you agree that all information submitted on this form is true and accurate.

Authorization Form

I/We _____
Print name(s) of registered owner(s)

Being the registered owners of _____
Legal description and / or municipal address of land

Do hereby authorize _____
Individual or firm making application

to submit a Land Use Planning application for of the above-described property.

Signature(s) of the
registered owner(s):

Right of Entry

Right of Entry by an authorized person of the City of Grande Prairie for the purpose of a site inspection of the land relative to the proposed application.

In accordance with the Municipal Government Act of Alberta (Section 542) and the City of Grande Prairie's Land Use Planning application requirements, the Right of Entry authorization must be completed, signed and returned.

I/We _____
Print name(s) of registered owner(s)

Being the registered owners of _____
Legal description and / or municipal address of land

Do hereby authorize representatives of the City of Grande Prairie to enter upon the subject lands for the purpose of site inspection(s) and evaluation regarding the application of the above-described property.

Signature(s) of the
registered owner(s):