

**PLEASE NOTE:** A Roadside Development permit is required for all proposed developments, including:

- change in use of existing buildings,
- construction of a new access,
- excavations and ground disturbances within **300 metres** of a highway right-of-way boundary or **800 metres** from the centre point of an intersection of the highway with another public road.
- Operation of a business or changes / additions to existing commercial or industrial sites

If you are unsure please call the district office below and provide your legal land location for clarification.

The development may not proceed until a permit has been issued by Alberta Transportation subject to the provisions of Section 11 – 19 inclusive of the Highways Development and Protection Act, Chapter H-8.5 2004, amendments thereto, and the Highways Development and Protection Regulation (Alberta Regulation 326/2009) and amendments thereto.

**ACCESS** - Direct highway access requests will be reviewed on a case by case where access is also available to the parcel via a local road that will be the preference. Typically when direct highway access is essential only one highway access per quarter section will be permitted.

**SETBACK** – Every proposal will be assessed on an individual basis and the setbacks determined after reviewing the specifics of the proposal and future highway improvement plans. In general minimum setback is **40 metres** from the highway right-of-way boundary or **10 meters** from a service road right of way, except where these distances must be increased to allow for highway widening.

If you are unsure of where highway property line starts please contact Vermilion District staff to confirm.

**VEGETATION** — Installation of trees, hedges or shrubs within 30 metres from the highway right-of-way boundary, or 60 metres from the centre-line of the highway, whichever distance is greater, is prohibited without a roadside development permit.

**SITE PLAN** – Include a site drawing or plan with your application that clearly shows the lot any existing development and proposed development labelled and citing setback from highway property line to the proposed development. **Site drawing can be hand drawn, an aerial photo, or a real property report or engineered plan if available.**

## **SUBMIT THE APPLICATION(one of the three following ways)**

1 By Email: [Transdevelopmentvermilion@gov.ab.ca](mailto:Transdevelopmentvermilion@gov.ab.ca)

2 Submit by Mail at:

Alberta Transportation, Vermilion District  
2nd Flr. Provincial Building  
Box 28, 4701 – 52St.  
Vermilion, Alberta T9X 1J9

3 Apply through the Online Portal RPATH  
(this requires a My Alberta Digital ID or MADI account)  
Go to: <https://roadsideplanning.alberta.ca/rpath>

For more details go to Alberta Transportation Roadside Planning Webpage:  
<https://www.alberta.ca/roadside-development-permits.aspx> or contact

Vermilion District Development & Planning Office: 780.679.1770

OR (780)853.8178 - Vermilion District Main Office

for Toll Free/no charge dial the RITE number 310-0000 and ask to be connected to the numbers above

Name permit is to be issued for: \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Landowner's Name (if different from above) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

**WHAT IS THE APPLICATION FOR** (Please specify details of development including all proposed above and below ground installations)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Property Information - Legal Land Location with Lot Block and Plan if you know it**

W4

_____ (NE, NW, SE, SW ¼ )	_____ Section	_____ Township	_____ Range	_____ Meridian
_____ Lot	_____ Block	_____ Plan Number	_____ Parcel size (acres or hectares)	

Highway No. \_\_\_\_\_

Setback distance from Highway right of way to proposed development \_\_\_\_\_

_____ Name of Municipality	_____ Existing / Proposed Land Use	_____ Estimated cost of proposed development
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**It is understood that all works will be constructed, altered, maintained or operated at the sole expense of the undersigned, and that any work must not begin before a permit has been issued by Alberta Transportation.** In consideration of any permit issued in respect to this application, the Applicant shall indemnify and hold harmless Alberta Transportation, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized. The Applicant also consents to a person designated by Alberta Transportation to enter upon land for the purpose of inspection during the processing of this application.

I \_\_\_\_\_ hereby certify that (check one) \_\_\_\_\_ I am the registered owner  
(print full name) \_\_\_\_\_ I am authorized to act on the  
owner's behalf and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to this application for Roadside Development.

(Signed) \_\_\_\_\_ (Date) \_\_\_\_\_

**Note: distances may be shown in metres or feet.**  
GPS Coordinates should be indicated at the centre of the proposed access location.

**SITE PLAN**

Signature of Applicant: \_\_\_\_\_