

# ROADSIDE DEVELOPMENT APPLICATION GENERAL INSTRUCTIONS

**COMPLETE THE ATTACHED APPLICATION FORM -- please print.** Indicate the development proposed and details of location, access, estimated cost (best estimate) etc, as required.

**PLEASE NOTE:** Application forms must be completed for all proposed developments, including change in use of existing development or access, within 300 metres of the provincial highway right-of-way boundary or within 800 metres of the centre point of an intersection of the provincial highway with another public road.

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 is a potential safety hazard to highway users and will only be permitted when considered essential by the Department. Property with access via a local road or available via a local road will not normally qualify for direct highway access. Where direct access is essential generally only one direct highway access per quarter section will be permitted. If the proposal includes access to an existing or proposed new or upgraded municipal road intersection with a provincial highway, approval from the local municipality must be provided.

**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. The general minimum setback for all development is 70 metres from the highway centre-line and no closer than 40 metres from the highway right-of-way boundary except where these distances must be increased to allow for highway widening.

**VEGETATION** – Placement of any 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 permit.

**APPLICATION** must be signed by the registered owner or authorized agent, if applicable.

**SEPARATE “SIGN APPLICATION”** shall be submitted for any proposed sign.

**SITE PLAN** showing setback and location of the existing and proposed development and access must be provided. Building details are not required but location, size and type of building must be shown (see attached example). If the plan size is larger than this page two (2) copies must be provided. Applicant must sign each copy of the plan.

## **RETURN COMPLETED APPLICATIONS TO:**

Email: [TRANSDEVELOPMENTVERMILION@GOV.AB.CA](mailto:TRANSDEVELOPMENTVERMILION@GOV.AB.CA)

Fax 780 679 1772

### **Mailing Address:**

**Alberta Transportation  
Attn: Vermilion District Development / Planning Technologist  
#401, Provincial Building,  
4920 – 51<sup>st</sup>.  
Red Deer, Alberta T4N 6K8**

Contact Ph. #: 780 679.1770

# ROADSIDE DEVELOPMENT APPLICATION FOR DEVELOPMENT NEAR A PROVINCIAL HIGHWAY

(print please)

Alberta Transportation Permit # \_\_\_\_\_

**Applicant's Name** \_\_\_\_\_

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

**City/Town/Village** \_\_\_\_\_ **Province** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**Phone #** \_\_\_\_\_ **Fax #** \_\_\_\_\_ **e-mail** \_\_\_\_\_

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

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

**City/Town/Village** \_\_\_\_\_ **Province** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**Phone #** \_\_\_\_\_ **Fax #** \_\_\_\_\_ **e-mail** \_\_\_\_\_

**APPLICATION IS HEREBY MADE TO:** (Please provide a description of the proposed development including all proposed above and below ground installations. Attach a detailed report if necessary.)

*Also attach a plan showing in detail the location of all existing and proposed development and access.*

**Property Information**

\_\_\_\_\_  
(NE, NW, SE, SW)      ¼ Section      Township      Range      West of Meridian

\_\_\_\_\_  
Lot      Block      Plan Number      Parcel size (acres or hectares)

Highway No. \_\_\_\_\_ kilometres \_\_\_\_\_ of \_\_\_\_\_  
(north, south, etc.)      (City, Town or Village)

Distance of the proposed development to the highway right-of-way boundary \_\_\_\_\_ metres

\_\_\_\_\_  
**Name of Municipality**      **Existing / Proposed Land Use**      **Estimated cost of proposed development**

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.

The issuance of a permit by Alberta Transportation does not relieve the holder of the responsibility of complying with relevant municipal bylaws and this permit once issued does not excuse violation of any regulation, bylaw or act which may affect this project.

I \_\_\_\_\_ hereby certify that  I am the registered owner \_\_\_\_\_  
(print full name)      Signature

I \_\_\_\_\_ hereby certify that  I am authorized to act on \_\_\_\_\_  
(print full name)      the owner's behalf      Signature

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.

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

# ROADSIDE DEVELOPMENT APPLICATION FOR DEVELOPMENT NEAR A PROVINCIAL HIGHWAY

Alberta Transportation Permit # \_\_\_\_\_

Note: distances may be shown in metres or feet

## SITE PLAN

\_\_\_\_\_  
Signature of Registered Owner or Authorized Agent