



# BUSINESS DEVELOPMENT PERMIT APPLICATION

(To be attached to Development Permit Application - Form A)

Note: Use this form for a Development Permit Application that is NOT a Home Based Business as per the Saddle Hills County Land Use Bylaw.

**APPLICANT INTEREST IN PROPERTY, IF NOT OWNER:**

TENANT \_\_\_\_\_  OTHER \_\_\_\_\_

**BUSINESS INFORMATION:** ATTACHED IS: (a) SITE PLAN  YES  NO (b) FLOOR PLAN  YES  NO

1. Describe the nature of your business and the intended use of the premise: \_\_\_\_\_  
 \_\_\_\_\_

2. Type of business:  
 Agricultural  Industrial  Commercial  Recreational  
 Other (specify) \_\_\_\_\_

3. The land adjacent to:  A Highway  A District Road

4. Parking on Site:  Yes  No Number of parking spaces: \_\_\_\_\_

5. Number of employees working on location including owners: Full time: \_\_\_\_\_ Part time: \_\_\_\_\_

6. How many vehicles associated with this business are kept at the property? \_\_\_\_\_

7. What type of vehicle/machinery would you normally use to operate your business?  
 Passenger car/van  
 Pick-up truck  size ½ Ton  ¾ Ton  1 Ton  Other \_\_\_\_\_  
 Machinery (type & no): \_\_\_\_\_ Loader(s) \_\_\_\_\_ Grader(s) \_\_\_\_\_ Backhoe(s) \_\_\_\_\_  
 Other \_\_\_\_\_

8. How do you interact and/or do business with your clients or customer?  
 Clients/Customers will come to my property. ( If so proceed to question 9)  
 Clients/Customers are only contacted by:  Phone  Fax  Mail  Email  
 and there will not be any customers/clients coming to my business.

9. If there will be heavy truck traffic hauling to or from your business, indicate:  
 a) Type of vehicles \_\_\_\_\_  
 b) Number of trucks (on average) \_\_\_\_\_ per day / per week / per month (circle one)  
 c) Maximum daily truck traffic \_\_\_\_\_

**WHAT YOU NEED TO APPLY:**

- Business Development Permit Application (Form A & Form A-3)
- Site Plan (include property lines, yard site, buildings, parking, treed areas, approaches, access, etc.)
- Development Permit Fee

*NOTE: If signs are proposed, please also complete Form A-1.*

FOR ADMINISTRATIVE USE

APPLICATION NO.:

**Notice of Collection**

Protection of Privacy - The personal information requested on this form is collected under the authority of Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act and will be protected under Part 2 of that Act. It will be used for the purpose applying for a Development Permit. Direct any questions about this collection to: FOIP Coordinator, Saddle Hills County Complex, RR1, Spirit River, AB, TOH 3G0. Phone: 780-864-3760. Email: [foip@saddlehills.ab.ca](mailto:foip@saddlehills.ab.ca)