

A development permit is required for most signage installations, to ensure the sign is permitted in the specific land use district, as per our Land Use Bylaw (LUB) 944-19. Installation may not commence until a sign permit is issued.

All forms and supporting documents (listed below) must be submitted at time of application.

- ☐ Development Permit Application Form (Attached)
- ☐ Consent Form (Attached) (to be Signed by Owner of Commercial Building)

Development Permit Requirements

- ☐ Provide a Coloured Rendering of Proposed Sign Showing:
 - ☐ Dimensions of height, width and depth of proposed sign
 - ☐ Illumination of proposed sign
- ☐ Provide an Elevation View of the Proposed Sign Showing:
 - ☐ Location sign is to be installed on building
 - ☐ If multiple signs are being installed, please show each location as applicable
- ☐ Provide a Site Plan Indicating the Location of Freestanding Sign, if Applicable
 - ☐ Required for freestanding or portable signage
- ☐ Fees (See Fee Schedule)

Staff will contact the applicant to arrange for payment ONLY after verifying the application is complete

 - we can accept Visa/Mastercard

Please note: You may apply for the Commercial Development Permit and Signage Permit as one single permit or in two separate permits.

If you have further questions regarding commercial development permits, please contact us at:
development@beaumont.ab.ca | 780-929-8782

Planning & Development
5600 – 49 Street
Beaumont, AB T4X 1A1
780-929-8782
development@beaumont.ab.ca

DATE RECEIVED
OFFICE USE ONLY

DATE PAID
OFFICE USE ONLY

Note:
Building, Electrical, Plumbing, and Gas Permits
each have their own application forms.

Property Information

Street Address: _____

Plan: _____Block: _____Lot: _____

Applicant and Property Owner Information

Applicant/Contractor Name: _____

Mailing Address: _____

Town: _____Postal Code: _____

Phone: _____Cell Phone: _____

Email *(required)*: _____

Is the Applicant also the
Registered Owner?

☐ Yes *(Do not fill out below)*

☐ No *(Fill out below - written authorization from
registered owner required)*

Owner Name: _____

Mailing Address: _____

Town: _____Postal Code: _____

Phone: _____Cell Phone: _____

Email (required): _____

Proposed Development

Square Footage (m²):

Check one of the following:

☐ Commercial

☐ Industrial

☐ Institutional

☐ Other Non-Residential Use: _____

☐ Signage → Provide Construction Value:
(approx. cost of material and labor)

Has work on the above indicated item already commenced? ☐ Yes ☐ No

Description of Work and Land Usage:

OFFICE USE ONLY

Permit Number:

Building Permit Number:

Mail ☐Pick-up ☐

☐ Authorization or ID Received

Land Use District:

Subdivision:

Tax Roll:

☐ Permitted Use

☐ Permitted Use w/ Variance

☐ Discretionary Use

Fees

Receipt #:

Development Permit:

Variance: _____

Notification Fee: _____

Other: _____

Total Fees:

Applicant Authorization

1. I am the owner/agent with the consent and authority of the owner that is the subject matter of this permit application.

2. I hereby give my consent to allow any authorized person pursuant to the Municipal Government Act Section 542 the right to enter the land and/or building(s) with respect to this application only.

3. I understand this is only an application and does not constitute approval to commence construction.

4. I declare that the information contained in this application is correct and true to the best of my knowledge.

5. I declare that I will notify the Development Authority of any proposed changes to the plans submitted with this application.

6. I consent to receiving notifications & correspondence regarding this application via email to the address provided on this application.

I agree ☐

Applicant Signature: _____Date: _____

OFFICE USE ONLY

Development Permit

Date Deemed Complete: _____

Date of Decision: _____
(See attached Notice of Decision)

The personal information collected is authorized under Section 4(c) of the Protection of Privacy Act and is managed in accordance with the Act. It will be used to process your application and for administrative purposes directly related to the program or service for which you are applying. It may be entered into an automated system to generate content or make decisions, recommendations, or predictions. If you have questions about the collection or use of your personal information, please contact the Access and Privacy Officer at 780-929-8782.

Owner Information:

I (We), _____ being the registered land owners of:
(name(s) of Registered Land Owner(s))

Municipal Address: _____ Postal Code: _____

Legal Description: Plan: _____ Block: _____ Lot: _____

Owner Phone number: _____

Owner Email: _____

Do hereby authorize the below to make an application for the necessary development / building permits required to complete the project associated with this application:

Applicant Information:

Applicant/Contractor Name: _____

Contact Name: _____

Address: _____ City: _____ Postal Code: _____

Phone: _____

Email: _____

ALL REPORTS WILL BE PROVIDED TO OWNER AND APPLICANT

Registered Land Owner(s):

Print Name: _____

Print Name: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Authorization:

By checking the "I agree" box, you agree and authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature.

I agree ☐

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