

Where can I get a Development Permit or a Building Permit?

You can obtain a Development Permit application form at the Town Office. Once complete, the form can be delivered in person to the Town office or faxed or e-mailed.

For information about Building Permits and other regulations, please contact an accredited permit agency. Call Planning and Development for a list of these agencies.

What if my Development Permit is refused ...?

If your development permit is refused or if you do not agree with the conditions imposed, you have the right to appeal the decision of the Development Authority to the Subdivision and Development Appeal Board within 21 days of the date of decision. Please contact Planning and Development to learn more about the appeal process.

What is a Development Deposit?

The Town of Slave Lake has introduced the Development Deposit Program. The purpose of the Development Deposit is to ensure that all new developments are completed in a timely fashion. As such, the Town will require the submission of a Deposit which is refunded once all conditions of your development permit have been met.

Contact the Planning and Development Team!

Phone

780-849-8004

Fax

780-849-2633

Email

planning@slavelake.ca

Address

10 Main Street SW, Slave Lake, AB

Website

www.slavelake.ca



This pamphlet should not be interpreted as exhibiting the exact guidelines of the prevailing Land Use Bylaw #22-2007 or the Planning and Development Fees Bylaw. For complete bylaw information, please contact the Town of Slave Lake, Planning and Development.



Planning and Development

Development Deposits



Forms of Deposit Accepted

The Development Deposit can be submitted to the Town of Slave Lake in the following forms:

1. A Letter of Credit (LOC) issued by your financial institution. The LOC shall be irrevocable, unconditional and shall contain an automatic renewal clause.
2. Cash, money order or cheque which will be cashed and deposited in to the Town of Slave Lake's account and will be later refunded back to you, once **all conditions** of your development permit have been met.

OR

If you have purchased your new home from a home builder, the driveway hard surfacing (i.e. pavement, concrete, or paving stone) and landscaping requirements **may not** have been met. If these or any other requirements are outstanding at the time you purchase your new home, completion of those items become your responsibility. Once the outstanding requirements have been completed, your deposit will be returned to you.

What happens if I do not satisfy all of the conditions of my Development Permit?

The Town will make every effort to work with a developer and/or landowner to ensure all conditions of the Development Permit have been met. If additional time is required, the Planning Department is typically quite flexible.

Should the situation escalate to a point where the developer/landowner refuses to comply with the conditions of the Development Permit issued, the Town will exercise a number of enforcement options.

Enforcement will typically include the issuance of a Stop Order which will require a landowner and/or developer to remedy the contravention by a specified time. This usually requires the landowner and/or developer to complete the development in accordance with the permit issued.

If the landowner and/developer refuses to remedy the situation by the time specified in the Stop Order, the Town would then obtain a Court Injunction. The Court Injunction typically allows the Town the ability to hire a contractor; and further allows the Town and/or the contractor to enter the lands to complete the required work. Often the Courts will also award enforcement costs to the Town.

It should be noted that all expenses for enforcing an order and to complete the required work, if such is ordered through the Courts, including legal costs incurred by the Town, will be added to the tax roll for the subject property.

Development Deposit Rates

Minor Developments (Sheds & Decks)	~\$ 200
Secondary Suites	~\$1,000
Garages, Additions to Major Bldgs	~\$1,000
Single Family Dwellings & Mobiles	~\$2,000
Duplex/Semi-Detached	~\$3,000
Triplex	~\$4,000
Fourplex	~\$5,000
Row Housing/Townhouses	~\$5,000 + 500/Unit
Apartments Under 20 Units	~\$10,000 + \$500/Unit
Apartments 20 to 40 Units	~\$15,000+\$500/Unit
Apartments over 40 Units	~\$20,000+\$500/Unit
Commercial /Industrial /Institutional	\$10,000 + \$1.50/m ² of gross area
Landscaping & Parking	~\$5/m ²
Minor Commercial/Industrial/Institutional	~\$4,000

How do I get my deposit back?

Once you have completed your development and have met all conditions outlined in your Development Permit, please contact the Planning Department and make arrangements for a site inspection. The site inspection will be conducted and if all conditions of the Development Permit have been satisfied, your deposit will be refunded to you.

Please thoroughly read the conditions of your development permit. Often the Town will be requesting such things as an updated Real Property Report, a copy of your Building Permit, and a Lot Grading Certificate. Your deposit will not be returned to you until **all** conditions have been satisfied.