



Summer Village of Grandview

P.O. Box 100 (605 - 2nd Avenue)
Ma-Me-O Beach, Alberta T0C 1X0
Phone: (780) 586-2494 Fax: (780) 586-3567 E-mail: information@svofficepl.com

SERVING THE SUMMER VILLAGES OF:
ARGENTIA BEACH, CRYSTAL SPRINGS, GOLDEN DAYS, GRANDVIEW,
MA-ME-O BEACH, NORRIS BEACH & POPLAR BAY

Understanding the Development Process

Making changes to the structures, landscaping, or shoreline at your Grandview property?

Before you begin the development there are several steps that must be completed:

- You must fill out and submit a Development Permit Application (see below).
- The Summer Village Office will review and either approve (with or without conditions) or refuse your Development Permit Application based on the requirements of the Land Use Bylaw.
- If the application includes changes to the shoreline, after it is approved by the Summer Village Office, you will have to contact Alberta Environment for additional approvals.
- Once the appropriate Development approvals are in place, you will have to post your placard and wait at least 14 days before beginning your work.
- Your Development Permit approval letter will be forwarded to our Safety Codes Officers at Superior Safety Codes.
- It is your responsibility to contact them and obtain all necessary Building Permits before construction begins.

Development Permit Application:

- Please ensure that all of the required information has been provided and that the application has been signed by the landowner(s) on title.
- Fees are charged as shown on Schedule A of the Development Permit Bylaw and vary depending on the type of development you are planning.
- Site plans and construction drawings as required as shown on page 2 of the application. Please ensure that all plans and drawings are legible and clearly show all dimensions.
- For new building construction, you will be required to provide 3 sets of building plans with the Development Permit Application. Two of these will be returned to you when the Development Permit Application review has been completed.
- The Land Use Bylaw (posted on our website) sets out the requirements for development in the Summer Village. Some of the setback requirements are shown at the top of the Site Plan Drawing Form attached to the Development Permit Application. Note that if there is any discrepancy between this form and the Land Use Bylaw, the Land Use Bylaw will apply.

During Construction

- The Development Authority or designate may inspect any building for which a Development Permit has been issued during construction, and may require that a Real Property Report (*from an Alberta Land Surveyor*) showing the location of the footings of any new building be provided before continuing with construction above the footing.

Questions? Contact us by phone, fax, or e-mail as shown above.