



**TOWN OF FORT SMITH**

Post Office Box 147, Northwest Territories, X0E 0P0  
Phone: (867) 872-8400 Fax: (867) 872-8401

Application No. \_\_\_\_\_

**DEVELOPMENT PERMIT APPLICATION**

**Applicant Information:**

Name: \_\_\_\_\_ Interest (if not owner): \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

**Owner Information (if different than applicant):**

Registered Owner's Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

**Property Information:**

Civic Address to be Developed: \_\_\_\_\_  
Zoning: \_\_\_\_\_ Lot# \_\_\_\_\_ Block# \_\_\_\_\_ Plan# \_\_\_\_\_  
Lot Width: \_\_\_\_\_ metres Lot Depth: \_\_\_\_\_ metres Lot Area: \_\_\_\_\_ square metres  
Existing Use(s) of Property: \_\_\_\_\_  
Proposed Use(s) of Property (if applicable): \_\_\_\_\_

Estimated Cost of Project: \$ \_\_\_\_\_

Each application for a Development Permit **shall** be accompanied by a fee calculated in accordance with the current consolidated rates and fees bylaw.

I hereby make application under the provisions of the Town of Fort Smith Zoning Bylaw 936 for a Development Permit, in accordance with the plans and supporting information submitted herewith and which form a part of this application.

**SIGNATURE:**

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Owner's Signature (if different than applicant)**

\_\_\_\_\_  
**Date**



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## PROPOSED DEVELOPMENT(S):

Check all applicable development(s) and submit the completed, corresponding checklist of required items with your application.

1. CONSTRUCTION     2. EXCAVATION     3. HOME OCCUPATION  
 4. RELOCATION     5. DEMOLITION     6. SIGN

### 1. CONSTRUCTION:

Proposed Building Dimensions:

Width: \_\_\_\_\_ Length: \_\_\_\_\_ Height: \_\_\_\_\_ Area: \_\_\_\_\_

- 1 set of site plans showing:  
     - Building outlines;    - Legal description    - Provisions for landscaping and drainage  
     - Yards/Setbacks (front, rear, and side)    - Provisions for off-street loading, parking, and property access
- 1 set of floor plans (minimum 1:100 scale)
- 1 set of elevations (minimum 1:100 scale)
- 1 set of sections (minimum 1:100 scale)
- Estimated commencement date \_\_\_\_\_
- Estimated completion date \_\_\_\_\_
- Proof that documents have been submitted to and reviewed by the Office of the Fire Marshal of the NWT (single-family dwelling units are exempted)

### 2. PROPOSED EXCAVATION

- 1 set of plans for the location of the excavation
- Plans for excess fill: \_\_\_\_\_
- Length (metres) \_\_\_\_\_ Width (metres) \_\_\_\_\_ Depth (metres) \_\_\_\_\_
- Planned Excavation Start Date \_\_\_\_\_
- Planned Excavation Completion Date \_\_\_\_\_

### 3. HOME OCCUPATION

- Business License Application Completed and Fees Paid.
- Business License and Zoning Bylaws reviewed to ensure the Home Occupation is suitable for a residential zone.
- A complete description of the business is submitted for review by the Development Officer.



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## 4. PROPOSED RELOCATION

- Type of Building or Structure to be Relocated: \_\_\_\_\_
- From: Lot# \_\_\_\_\_ Block# \_\_\_\_\_ Plan# \_\_\_\_\_
- To: Lot# \_\_\_\_\_ Block# \_\_\_\_\_ Plan# \_\_\_\_\_
- Proposed Route: \_\_\_\_\_  
\_\_\_\_\_
- Planned Date of Move: \_\_\_\_\_

The following **CONDITIONS** apply to the relocation of buildings the applicant is responsible for:

1. Bylaw 936 Part 6.1 (7)
2. Securing a permit to construct on the destination property if applicable.
3. Alerting NorthwesTel Inc., NWT Power Corporation, the GNWT Department of Highways, and RCMP of the move.
4. Any damages which may occur as a result of this relocation.

## 5. PROPOSED DEMOLITION

- Type of Building or Structure to be Demolished: \_\_\_\_\_
- Demolition Methods to be used: \_\_\_\_\_
- Disposal Methods: \_\_\_\_\_
- Planned Demolition Start Date: \_\_\_\_\_
- Planned Demolition Finish Date: \_\_\_\_\_

## 6. PROPOSED SIGN

- Site Plan showing the location of the sign.
- 1 set of drawings to scale, showing:
  - Sign location      - Dimensions (Height, Width, and Thickness)
  - Size of letters      - Projection from the building face
  - Height above average ground level at the building face
  - Manner of illumination, animation, or flashing lights (if applicable)
- Message on sign: \_\_\_\_\_
- Planned Installation Date: \_\_\_\_\_