

SINGLE DETACHED HOUSE – MANUFACTURED HOME

INFORMATION REQUIRED FOR A DEVELOPMENT PERMIT APPLICATION

Office	Applicant	Required Items
<input type="checkbox"/>	<input type="checkbox"/>	1. CURRENT COPY OF THE CERTIFICATE OF TITLE (No older than 3 months)
<input type="checkbox"/>	<input type="checkbox"/>	2. OWNER AUTHORIZATION (If the applicant is not the Owner)
<input type="checkbox"/>	<input type="checkbox"/>	3. APPLICATION FEE
<input type="checkbox"/>	<input type="checkbox"/>	4. ABANDONED GAS WELL CONFIRMATION FORM (if the structure or addition is larger than 47m ² and no AER map of the site was submitted during the past year)
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • A map from the Alberta Energy Regulator (AER) http://portal.aer.ca/portal/site/srp or https://geodiscover.alberta.ca must be submitted with the completed Abandoned Gas Well Confirmation Form
<input type="checkbox"/>	<input type="checkbox"/>	5. SITE PLAN/CONTEXT PLAN showing: <ul style="list-style-type: none"> • North Arrow • Municipal Address and Community Plot number (If in R5P district) • Legal Description (Lot, Block, Plan) • Property Lines and Community Plot Lines (If in R5P district) • Front, side and rear setbacks of the manufactured home including decks from property lines, community plot lines (if in R5P district) and adjacent community facilities, buildings, accessory structures and manufactured homes • Outline and location of manufactured home, decks, landings, steps and accessory buildings on the community plot (all dimensioned) • Label location of vehicle entry (only applicable to detached garages located on the site) • Any utility poles, transformer boxes, hydrants, light standards, on or adjacent to the site
<input type="checkbox"/>	<input type="checkbox"/>	6. ELEVATION DRAWINGS showing: <ul style="list-style-type: none"> • Exterior of proposed manufactured home including windows and doors • Exterior finishing materials of manufactured home including its foundation, exterior walls and roofing materials • Dimensioned height from grade on each elevation
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	7. ADDITIONAL INFORMATION (IF REQUIRED) <ul style="list-style-type: none"> • Dimensioned height of the main floor from grade on each elevation • The length of the roof overhang • The pitch of the roof

<input type="checkbox"/>	<input type="checkbox"/>	8. UTILITY LOCATES <ul style="list-style-type: none"> • Locate slips for gas, electric, water/sewer, Bell, TELUS, Shaw <ul style="list-style-type: none"> - Contact (1-800-242-3447) for gas / electric / water/sewer / Bell / TELUS locates - Contact (1-866-DIG-SHAW) for Shaw locates • Gas Agreement - If the gas line is within 1m of the proposed structure you must contact gas utility at (403-529-8294) to enter into a gas agreement. Copy of the Gas Agreement needs to accompany your development permit application.
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	9. DESCRIPTION OF MANUFACTURED HOME <ul style="list-style-type: none"> • Photos or brochure showing the manufactured home • Age of the manufactured home • The Canadian Standards Association (CSA) approval numbers for the manufactured home
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

The Development Authority may require additional material considered necessary to properly evaluate the proposed development. Normally an application will be complete if the material outlined above is provided. Note: In addition to a development permit, a building permit is also required for manufactured homes.

Personal Information required by City of Medicine Hat application forms is collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your permit may be included on reports that are available to the public as required or allowed by legislation. If you have any questions, please contact the City of Medicine Hat FOIP Head at 403.529.8234.