

Things to remember....

Businesses in Mountain View County must obtain a Development Permit.

Before submitting an application, call ahead to schedule a free pre-application meeting to ensure the business fits within the zoning of your property, and to understand the full process of obtaining a permit.

Make sure all of the information you provide in your application is current, accurate and includes consideration for future growth of your business.

Allow yourself plenty of time to obtain your Development Permit.

Do not begin development before your permit is issued.

Development Permit approvals may be appealed. Allow yourself additional time for the 21-day appeal period to expire.

Approved Development Permits stay with the property. If you sell your property, the next owner can operate the same business within the conditions of the permit (unless the permit is canceled).

You will require a new Development Permit if you choose to move your business to a new location.

Have questions or need help?
Mountain View County staff is available to assist you with your inquiries.

You can also follow us on
Twitter: @MVCounty



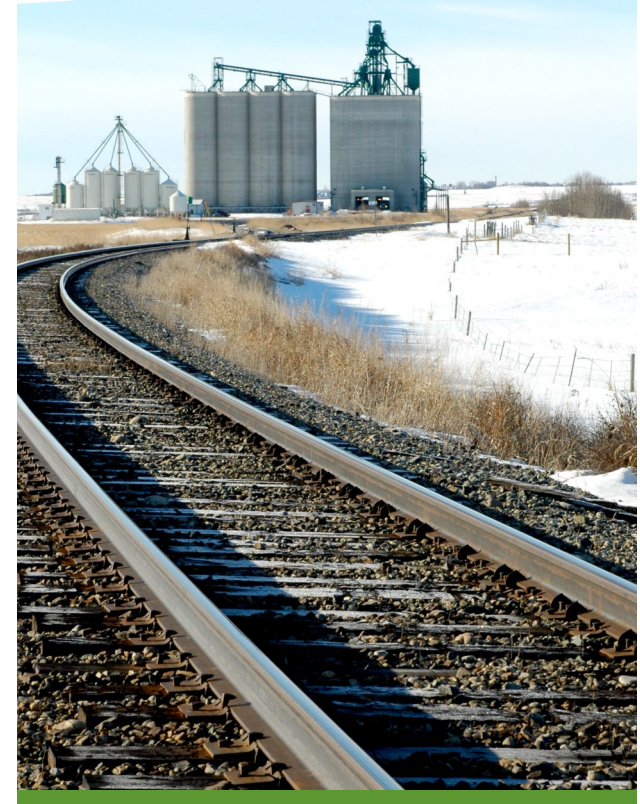
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BUSINESS RULES & REGULATION FACTS



Mountain View
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Harvest the Opportunity in Mountain View County



What is a Development Permit?

A Development Permit allows a specific type of development or use to proceed in compliance with our bylaws.

The Development Permit review process determines: the use of the property, intensity of that use, building height, building site coverage, setbacks from property lines, hours of operation, other building and parking requirements and offsite impacts. Development Permit conditions address such things as hours of operation, number of employees and visitors to the business etc.

When do you need a Development Permit?

If you are building a new structure, adding to, replacing or repairing an existing building, changing the use of a building or land, or if you are increasing the intensity of use of your land — you will need a Development Permit.

You may also need one if you are changing the grades by excavating, filling or stockpiling soil or putting up signs on buildings or private land.

Businesses in Mountain View County must obtain a Development Permit **prior** to beginning operation.

What is the process for obtaining a Development Permit?

First and foremost set-up a FREE pre-application meeting to discuss your plans. In this meeting you can expect to learn the process of applying for and obtaining a Development Permit. You will be provided with supporting documents that will help you understand if your business plan aligns with the County's Land Use Bylaw.

What is a Business License?

A Business License is a permit typically issued by urban municipalities that allow individuals or companies to conduct business within that municipality's geographical jurisdiction.

Mountain View County does not require businesses to obtain a business license prior to operating. However, all business' must obtain a Development Permit prior to beginning operation of your business.

What is a Building Permit?

A Building Permit allows construction or change use of buildings or structure to proceed on condition of compliance with the Alberta Building Code, which addresses building and fire safety.

A Building Permit is required for the construction, alteration, repair, relocation, demolition, or change of use of a building. Farm buildings, and non-hazardous accessory buildings under 100 square feet (10m²), are exempt.

For more information on our business rules and regulations please refer to our Land Use Bylaw or speak to our Economic Development Officer.

What information do I need to apply for a Development Permit?

A detailed description of your business, including:

- Hours of operations
- Explanation of all activities that will take place on site.
- List of materials, equipment and/or vehicles that will be used, where they will be stored on site and, if stored outside, what screening will be provided from the road and neighbours.
- Existing or new buildings where the activities/operations will take place.
- Existing or proposed servicing arrangements for water, electric, gas etc.
- Proposed signage including sign details, size and design.
- The number of resident and non-resident employees visiting or working at the site.
- The number of business visits per day to the property.
- The number of parking spaces on the property
- The potential for exterior impacts from the business (i.e. noise, smoke, fumes, dust, traffic etc.), and what measures will be undertaken to alleviate these impacts on neighbours.
- Site sketch