

# ROADSIDE DEVELOPMENT APPLICATION GENERAL INSTRUCTIONS

**COMPLETE THE ATTACHED APPLICATION FORM -- please print.** Indicate the development proposed and details of location, access, estimated cost (best estimate) etc, as required.

**PLEASE NOTE:** Application forms must be completed for all proposed developments, including change in use of existing development or access, within 300 metres of the provincial highway right-of-way boundary or within 800 metres of the centre point of an intersection of the provincial highway with another public road.

The development may not proceed until a permit has been issued by Alberta Transportation subject to the provisions of Section 11 – 19 inclusive of the Highways Development and Protection Act, Chapter H-8.5 2004, amendments thereto, and the Highways Development and Protection Regulation (Alberta Regulation 326/2009) and amendments thereto.

**ACCESS** - Direct highway access is a potential safety hazard to highway users and will only be permitted when considered essential by the Department. Property with access via a local road or available via a local road will not normally qualify for direct highway access. Where direct access is essential generally only one direct highway access per quarter section will be permitted. If the proposal includes access to an existing or proposed new or upgraded municipal road intersection with a provincial highway, approval from the local municipality must be provided.

**SETBACK – Every proposal will be assessed on an individual basis and the setbacks determined after reviewing the specifics of the proposal and future highway improvement plans.** The general minimum setback for all development is 70 metres from the highway centre-line and no closer than 40 metres from the highway right-of-way boundary except where these distances must be increased to allow for highway widening.

**VEGETATION –** Placement of any trees, hedges or shrubs within 30 metres from the highway right-of-way boundary, or 60 metres from the centre-line of the highway, whichever distance is greater, **is prohibited without a permit.**

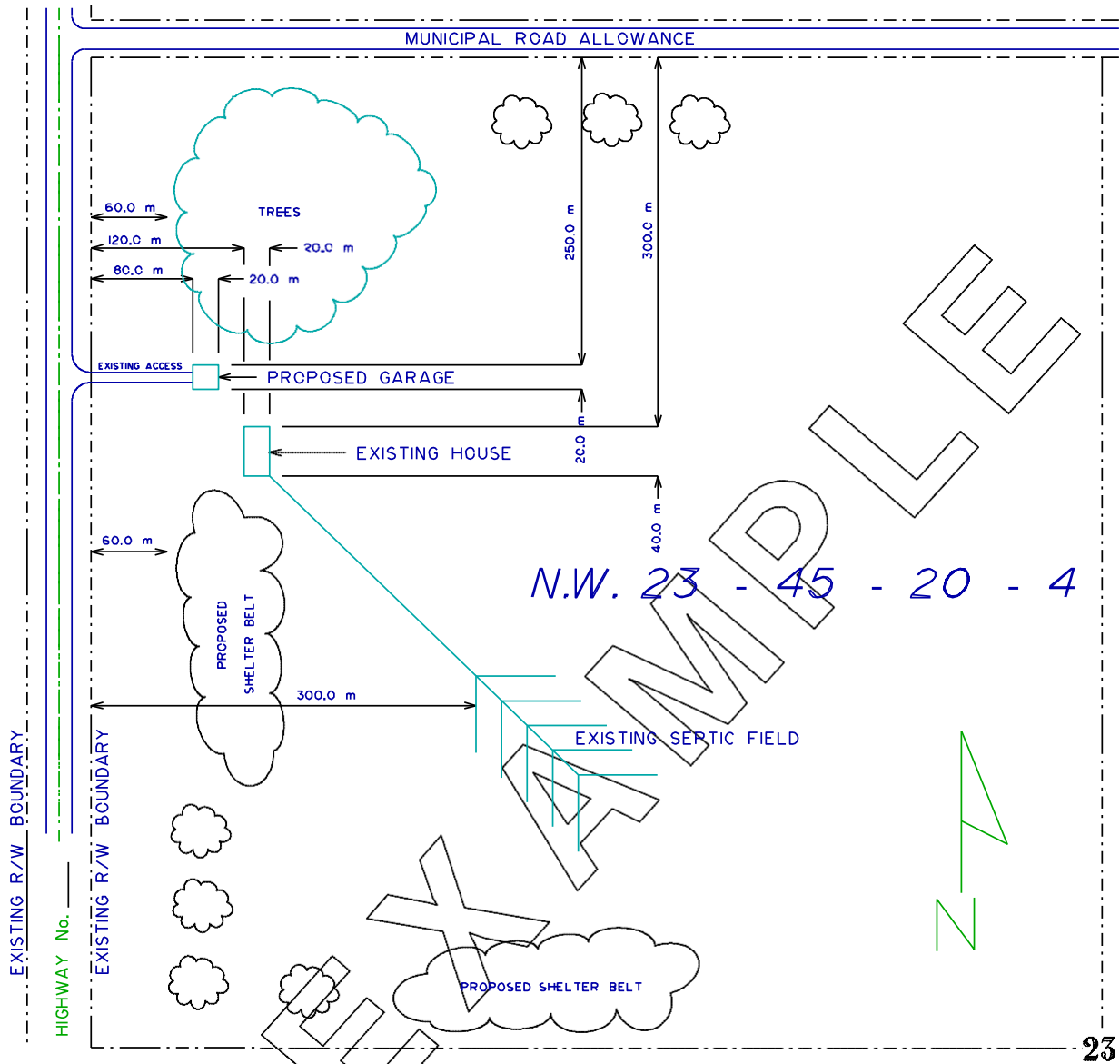
**APPLICATION** must be signed by **the registered owner or authorized agent, if applicable.**

**SEPARATE “SIGN APPLICATION”** shall be submitted for any proposed sign.

**SITE PLAN showing setback and location of the existing and proposed development and access must be provided.** Building details are not required but location, size and type of building must be shown (see attached example). If the plan size is larger than this page two (2) copies must be provided. Applicant must sign each copy of the plan.

**RETURN your ROADSIDE DEVELOPMENT APPLICATION to the appropriate Alberta Transportation District Office.**

ATHABASCA	Unit #2, Jewell Building, 3603 – 53rd Street T9S 1A9	(780) 675-2624	transdevelopmentathabasca@gov.ab.ca
CALGARY	2nd Floor, Willowglen Business Park, 803 Manning Road N.E. T2E 7M8	(403) 297-6311	transdevelopmentcalgary@gov.ab.ca
EDSON	Room 202, Provincial Building, 111 – 54th Street T7E 1T2	(780) 723-8250	transdevelopmentedson@gov.ab.ca
FORT MCMURRAY	6th Floor, West Tower, Provincial Building, 9915 Franklin Avenue T9H 2K4	(780) 743-7430	Application.Permit.FM@gov.ab.ca
GRANDE PRAIRIE	1401, Provincial Building, 10320 – 99th Street T8V 6J4	(780) 538-5310	transdevelopmentgrandeprairie@gov.ab.ca
HANNA	P.O. Box 1300, Provincial Building, 401 Centre Street T0J 1P0	(403) 854-5550	transdevelopmenthanna@gov.ab.ca
LETHBRIDGE	3rd Floor, Administration Building, 909 3rd Avenue N. T1H 0H5	(403) 381-5426	transdevelopmentlethbridge@gov.ab.ca
PEACE RIVER	3rd Floor, Provincial Building, Bag 900, Box 29, 9621 96 Avenue, T8S 1T4	(780) 624-6280	transdevelopmentpeacriver@gov.ab.ca
RED DEER	#401, Provincial Building, 4920 - 51st Street T4N 6K8	(403) 340-5166	transdevelopmentreddeer@gov.ab.ca
STONY PLAIN	Room 223, Provincial Building, 4709 – 44th Avenue T7Z 1N6	(780) 963-5711	transdevelopmentstonyplain@gov.ab.ca
VERMILION	Box 28, Provincial Building, 4701 – 52nd Street T9X 1J9	(780) 853-8178	transdevelopmentvermilion@gov.ab.ca



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NOTE: DISTANCES MAY BE SHOWN IN METRES OR IN FEET

**SITE PLAN**

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Signature of Registered Owner or Authorized Agent