

IMPORTANT NOTICE:

Any approvals granted regarding this application does not excuse the applicant from complying with the requirements of any Federal, Provincial, or other Municipal Legislation, or the conditions of any easement, restrictive covenant or agreement affecting the buildings or lands.

Applicant Information	Landowner Information
Applicant Name: _____ Mailing Address: _____ Phone: _____ Cell: _____ <input type="checkbox"/> I acknowledge that the primary mode of communication will be email if provided Email: _____	<i>(If different from Applicant)</i> Registered Owner Name(s): _____ Mailing Address: _____ Phone: _____ Cell: _____ Email: _____

Parcel Information	
Legal: <input type="checkbox"/> NE <input type="checkbox"/> NW <input type="checkbox"/> SE <input type="checkbox"/> SW ¼ ½ Section ____ Township ____ Range ____ W4 LOT ____ BLOCK ____ PLAN _____ TITLE AREA: ____ hectares OR ____ acres	Municipal Address: _____

BEST ESTIMATED COST OF PROJECT(S): \$	Project Start Date:	Project End Date:	Check Your Choice of Safety Codes Provider: Your chosen Provider will be required to be used for the duration of the development and is applicable to all disciplines within Safety Codes. This helps in tracking any future safety codes issues for your development. <input type="checkbox"/> Superior Safety Codes Inc. <input type="checkbox"/> The Inspections Group Inc.
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Development Details		
Proposed Development: <input type="checkbox"/> NEW <input type="checkbox"/> * EXISTING <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> NON-RESIDENTIAL <input type="checkbox"/> OTHER (Please Specify):		
NUMBER OF PARCELS PROPOSED:	PD-011 CHECKLIST INCLUDED: <input type="checkbox"/> YES <input type="checkbox"/> NO	TYPE OF SEWAGE SYSTEM (existing or proposed): <input type="checkbox"/> Septic Field <input type="checkbox"/> Holding Tank <input type="checkbox"/> Open Discharge <input type="checkbox"/> Other (Please Describe):
REASON FOR AREA STRUCTURE PLAN:		TYPE OF WATER SUPPLY (existing or proposed): <input type="checkbox"/> Well <input type="checkbox"/> Cistern <input type="checkbox"/> Common <input type="checkbox"/> Other (Please describe):
		Within 1 mile of the proposed development: GAS Facilities/Pipelines: <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Unknown Distance: _____ CONFINED FEEDING Operations: <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Unknown Distance: _____

Acknowledgement

I / We the Applicant and/or registered owner(s) certify that:

- a) The information given is complete and is, to the best of my/our knowledge, a true statement of the facts relating to the application for development approval and that no further progress will occur on the development until a decision on the permit has been rendered *. Any material falsehood or any omission of a material fact made by the applicant/owner with respect to this application may result in an issued permit becoming null and void.
- b) I authorize the staff of the County of Vermilion River and other agencies as designated in Section 542 of the *Municipal Government Act*, R.S.A. 2000, to enter my land for the purpose of conducting a site inspection in connection with my development permit application
- c) Where applicable, the individual(s) whose information has been listed under "Applicant" on this application is hereby authorized to make this application on my/our behalf. (In the case of a registered company, documentation of those with signing authority under company seal is required in addition to this form.)
- d) Any fees incurred by the County for review by the County's consulting engineers will be charged back to the applicant as per the County's Fee Bylaw.

Applicant Signature

Print Name

Registered Owner Signature

Print Name

Registered Owner Signature

Print Name

AREA STRUCTURE PLANS CHECKLIST

THE SUBMITTAL OF A COMPLETED CHECKLIST WILL BE REQUIRED AS PART OF THE FOLLOWING TYPE OF AREA STRUCTURE PLAN PROPOSALS:

Residential, Commercial or Industrial Development

In conjunction with the application form, as required, this checklist contains instructions for submitting a complete Area Structure Plan application package for residential/commercial/industrial use. You must submit all required supplemental documents listed on the attached checklist or your application cannot be accepted. If you have questions regarding the need for location-specific information that may be applicable to your project, please review the County of Vermilion River Municipal Development Plan and Land Use Bylaw, available at https://www.vermilion-river.com/your_county_and_council/plans_and_reports.html. You should discuss your District and land use(s) with Planning and Development staff prior to submitting an application.

All of the information in this checklist is necessary to facilitate the evaluation and timely decision on your application. We encourage applicants to schedule a pre-application meeting with a Development Officer to ensure that your application package contains the required information. The Development Officer will place a check mark () next to each item you are required to submit with your application.

To facilitate the evaluation, all materials submitted must be clear, legible and precise. Accurate and legible drawings are required (rough sketches are not acceptable) in order to ensure that your application is processed accurately and in a timely manner.

The County of Vermilion River shall require a final package with the necessary items check marked () in this document in order to deem an application complete and proceed to evaluate it. All plans/drawings and reports must be prepared consistent with professional drafting and engineering standards as outlined in the County of Vermilion River General Municipal Servicing Standards (GMSS).

IMPORTANT NOTICE

An Area Structure Plan Application will only be processed when it is completed in its entirety. In order for the application to be considered complete, it must include the required items check marked () below AND any applicable additional information required by a Development Officer before or during the process of reviewing your application. All required information must be attached to the application form in one package.

INCOMPLETE APPLICATIONS MAY BE RETURNED OR EXPERIENCE DELAYS

Note: The process of adopting an Area Structure Plan is done by Bylaw through Council; as set out in the *Municipal Government Act*, Section 692. Once all required information is submitted to the satisfaction of the Development Authority the application may be deemed complete. To facilitate the review process, all materials check marked () below when submitted must be clear, legible and precise.

Required Items (Applicant: Please check off () each item to verify that you have included the required information)

Documents and Drawings submitted with an application shall be legible. ALL Drawings are preferred to be submitted to the County in **DIGITAL** format. If colors are used, please ensure that all map and graphic information is readable in both: Color and Black & White

- Pre-Application Meeting:** Held with Planning & Development on Date: _____
- Application Form:** Must be fully completed and signed by applicant and registered owner(s)
- Application Fee:** As per County Fee Schedule payable in cash, debit or credit card, or by cheque or money order to County of Vermilion River
- Certificate of Title:** Obtained from a Registries office within **30 days prior** to the application. (Otherwise, Planning & Development will obtain one for an additional fee). Include a copy of any restrictive covenants, utilities right-of-way, easements, or County caveats registered on the title(s)
- Declaration of Developers' Agents:** Indicate scope of work, which may include: Alberta Land Surveyor, Planner, Architect, Engineers (civil, transport, etc.)
- Abandoned Wells Statement:** Must be fully completed and signed and include information on abandoned oil and gas wells as required by the Subdivision and Development Regulation and ECB Directive 079.
<https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>
- Road Allowance Upgrade Statement:** Must be fully completed and signed
- Rural Address:** To be obtained and signage paid for (required for all homes built on rural properties after June 1, 2015)
- Area Structure Plan:** Includes a description of the development proposal and associated policies addressing the following:
 - Detailed explanation** of how the site will accommodate the proposed use(s), including:
 - Introductory remarks to provide a background on the location and intent of the ASP, acknowledgement of the ASP as a statutory plan, current zoning, ownership and size of the parcel proposed for development
 - Proposed use(s). Please review the County of Vermilion River Land Use Bylaw for a list of permitted and discretionary uses in the appropriate Land Use District
 - Does this project have a relationship to a larger project or series of projects? If yes, describe.
 - Describe surrounding land uses, indicating distance to nearest residence
 - Describe project potential to change the character of the surrounding area, including the loss of open space
 - Preliminary feasibility assessment. Including density of the proposed development, market and employment generation prospectus
 - Will this project result in a population increase in the immediate project area? Explain

- List any specialized plans or zoning restrictions applicable to this project site, e.g., IDP, overlay district or similar. If the parcel is within an Inter-Jurisdiction Development Plan, then mapping and impacts of this plan on adjacent areas under consideration must be included. The Development Authority will determine the extension of the Immediate and Extended Impact Areas taken under consideration
- Number of dwelling units and type(s)
- Does this project require Redesignation?
- Parcels shall be identified either as subdivided or divided under condominium structure

Statutory Plans Amendments Summary

Development Impact Assessment:

- Proposed Build Out Density
- Proposed Build Out Horizon
- Proposed Build Out Servicing Required

Geology/Soils:

- Attach preliminary grading plan
- Attach soils/geologic Report
- Slopes that exist on site prior to grading map
- Does the project propose to encroach into slopes?
- If yes, include a Slope Stability Report where:
 - Any slope across the property is fifteen percent (15%) or greater; and/or
 - The development is to be located within a zone where an imaginary line, drawn from the top of the top of an embankment, exceeds a slope of one in three; and/or
 - If required by Municipal Engineer
- Is this site on filled land? If yes, explain
- Are there existing erosion problems or geologic hazards occurring on this site, such as: landslides, mudslides, ground failures, flood plains, or similar hazards? If yes, describe. Include map
- Will a grading permit be required? If yes, have you attached a preliminary grading plan? Describe a proposed site grading including: how many cubic yards of soil will be imported, exported or moved on site, maximum proposed depth and slope of any excavation and the type, grading material sources or disposal sites, transport methods and haul routes, the location and height of any proposed or required retaining walls, if any

Water Quality:

- Describe any water bodies on, or adjacent to the property, including: lakes, rivers, creeks, seasonal and/or perennial watercourses, irrigation ditches, or drainage swales
- Is there a floodplain on or within 100 feet of this project site? If yes, is it identified on the Alberta Environment and Sustainable Resource Development (ESRD) maps? Include a copy of that map with your application
- For development projects, describe impervious surfacing created by this project:

Lot Coverage	EXISTING	PROPOSED
Building Coverage	_____ %	_____ %
Surfaced Areas	_____ %	_____ %
Landscaped Areas	_____ %	_____ %
Permanent Open Space	_____ %	_____ % (excluding required landscaping)
TOTAL	100%	100%

- Describe any discharge to surface waters that will result from this project, including any wastewaters other than storm water runoff that may be present in the discharge
- Identify the water body or feature that receives runoff waters, describing proposed methods for treating and controlling runoff before it enters the drainage or watercourse
- Are there any wetlands or riparian areas on this site? Will the proposed project affect any wetlands? Describe the proposed mitigation or reclamation measures
- Does this project propose to encroach into the required buffer from any perennial or season waterbodies or riparian area?
- Water Well Tests for a one-mile radius no older than **5 years** old, in addition to any older tests that are available for comparison purposes with a commitment to do more extensive testing at the subdivision stage

Air Quality:

- Describe any air pollutants, i.e., dust, smoke, fumes or odors which this project may generate, both during and after construction (short- and long-term impacts)

Recreation:

- Describe any public recreational facilities existing or proposed on the project site, including trails. Describe any known historic or public use of this site

Signage:

- All signage will require a separate Development Permit Application
- All signage shall comply with the County of Vermilion River Land Use Bylaw Section 6.19

Noise:

- Describe any noise that this project will generate, both during and after construction, identifying the noise source and the hours of operation for the noise-generating use, including any outdoor activity areas (i.e., storage yards, outdoor music, playgrounds, animal pens)
- Describe any noise-sensitive land uses (homes, schools, hospitals, churches, libraries, nursing homes) within a half-mile of the project site
- Where a residential development is adjacent to a highway, major road, railway or any other transportation and/or utility corridor; providing information confirming the provision for sound attenuation may be required

Roads:

- Is the access road serving the site a dead-end road? If yes, what is the distance to the nearest through road?
- Who provides the road maintenance for each road accessing your project?
- What road improvements are proposed?

- Future road widening requirements: resulting in functional studies, future highways where applicable
- Traffic Impact Assessment (TIA) that includes a traffic safety conditions assessment and mitigation measures
- Utilities and Services:**
 - List agencies providing the following services to your project site: Fire Protection, Water, Sewage, Garbage, Road Maintenance, other special districts
 - List the utilities that are available to serve the project site and the entities that provide service: Telephone, Electricity, Gas (propane or natural gas), High-Speed Internet service
 - Will this project require the extension of service for any energy source? If yes, describe
 - Will this project require the recording of a new utility easement? If yes, the proposed easement must be shown on the site plan
 - As a result of this project, will there be a significant amount of solid waste generated; including stumps or inert matter?
 - Will this project result in the need for additional services including fire, police, water, sewage disposal or recreation, including annexation to another district?
 - What type of sewage disposal system is proposed for this project (public sewer, individual septic systems, community system, or centralized system)?
- Aesthetics:**
 - Is this project visible from a vista point, scenic corridor, a large population center, or a public recreation area? If yes, describe
 - Will this project require the installation of new overhead utility lines, visible from public roadways or adjacent properties?
 - Comprehensive Lighting Plan. Describing existing and proposed lighting, the number and type of light fixtures, i.e., compact-fluorescent, metal-halide, incandescent; the location: wall-mounted, pole; and type of shielding to prevent off-site light spill
- Mitigation Measures:** Describe all mitigation measures identified during the Environmental or similar assessment to satisfaction of the Development Authority of the County. A noise, smell and access mitigation plan If the Oil & Gas Industry has production sites (including any disposal wells), in the ASP area; include proof of acceptance of the plan by the Oil & Gas Industry
 - Hauling Details. Provide information on access and hauling activities, including number of trucks, tonnage, hours of hauling, methods of preventing/controlling/reducing erosion or dust, etc.
- Emergency Management Plan**
- Business Plan, including a Risk Management Plan:** Indicating the projected build out timeline and the municipality's financial, economic and infrastructure risk impact and mitigation
- Acknowledgement Statement:** To the effect that all attachments and supporting information (such as engineering studies) are part of the ASP statutory document
- Maps:** Include legible maps representing the land use ½ a mile adjacent to the ¼ Section of the proposed development for the following:
 - Vicinity map showing the general project location (1:200 scale) in relationship to the surrounding area and the mileage from the nearest County road
 - Land Use. Identify existing and proposed land uses
 - Aerial for the parcel, the adjacent parcels/roads, and the division
 - Development Constraints. The location of any pipelines or other utility rights-of-way as well as oil and gas industry sites existing or historical whether or not they have been reclaimed with setback areas indicated
 - School District (residential only)
 - Emergency Services Districts
 - Soil type and parcel specific on quality of land from assessment file
 - Topography. Existing and proposed contour increments to show drainage pre-and post-development
 - Phasing of development. If portions of the proposed development are to be occupied prior to the completion of the entire development, include a phasing plan showing the sequence of the phases and the area that each phase encompasses, as well as surface treatment of remaining areas
- Schematic Plan Drawings:** All drawings shall be fully dimensioned, accurately figured, explicit, and drawn according to the County's GMSS, Section B. **Two (2) copies** of each drawing set **MUST BE submitted to the County in Digital AND printed format**
 - General Information Requirements for all plan drawings:
 - Project proposal (Application for....)
 - Municipal Address and Legal Description
 - Property owner/applicant name(s)
 - Applicant's representative
 - Date of Plan preparation
 - North arrow and the scale to which the plan is drawn
 - Site Plan drawings showing:
 - The legal lot size. Property lines and property dimensions, shown and labelled
 - Utility rights-of-way, easements, shown and labeled
 - Setbacks dimensioned to all property lines, in accordance with the Land Use Bylaw
 - Location and names of all abutting roads, including rights-of-way boundaries, road centerlines, and width of travelled way
 - Delineate any and all environmentally sensitive areas, including but not limited to: Important agricultural lands, steep slopes, any cultural/archeological findings located on site (per LUB Section 6.11), and any biological resources identified and mapped in your Biological Inventory (i.e., streams, wetlands, riparian areas, areas containing special status species, or similar)
 - Roads & Access Plan Drawings showing:
 - Indicate surfacing type and grades
 - Show radius of all curves on existing and proposed roads. Fire lanes are at least 6m wide with a minimum 12m center line radius. (See County GMSS)
 - Provide a typical cross-section of proposed roads, showing any improvements proposed in the road right-of-way

- Show all other road improvements (sidewalks, gutters, ditches, cross walks, etc.)
- Provide either two access roads to an existing road or a 4-land access, if physical barriers exist that prevent the use of two access points
- An access road provision to at least one adjacent parcel
- Any Alberta Transportation requirements (include a copy of correspondence)
- RESIDENTIAL ONLY. Widening of a road to allow for Safe School Bus pick up location(s) determined by the number of parcels and design
- Proposed road surfacing as per County GMSS
- All existing and proposed approaches, as per PD 002 and County GMSS
- Site Servicing Plan Drawings showing:
 - Location of all proposed and/or existing shallow and deep utilities (e.g., water, sanitary, sewer, stormwater, gas, electrical, cable, telephone; either underground or overhead as per County GMSS)
 - The proposed water supply and method of sewage disposal
 - Location of all catch basins, utility poles, hydrants (fire ponds), on or adjacent to site
 - Location of garbage collection facilities and loading areas. Provide elevation drawing of garbage collection facilities, indicating material, colors and dimensions. The applicant should also indicate if private or Waste Commission collection will provide the service
- Drainage & Sewage Plan Drawings showing:
 - Topography with sufficient detail for proper study of building site, drainage, sewage disposal and road improvements
 - Location of and size of existing culverts on and abutting the property
 - Proposed direction of surface drainage with arrows
 - Any drainage channels through or adjacent to the property
 - Outlet controls
 - Location of sewage disposal systems, wells, and their required setbacks
 - Private treatment sewage systems for Wastewater, as outlined by County of Vermilion River Policy
- Storm Water Management Plans showing:
 - The overall watershed and the development in relation to it
 - Location and details of sanitary and storm water pre-treatment devices as required
 - Description of all natural storage and drainage, including bodies of water (wetlands) that may be subject to provincial ownership or jurisdiction, and which may or may not be impacted by a proposed development
 - Site stormwater storage areas including:
 - Extent of ponding area
 - Depth of ponding
 - Volume of ponding
 - Outlet controls
 - Elevation of top of ponding for the 1:100 year critical event. Areas greater than 0.80 ha may require on-site detention that accommodates 1:100 year critical events
- Grading Plan Drawings showing:
 - Existing and proposed geodetic grades, contours and any special topographical features or site conditions (e.g., escarpments, break-of-slope, and any unstable areas)
 - Site drainage calculations including:
 - Allowable release rate
 - Drainage areas and associated runoff coefficients
 - Storage requirements (The County requests the use of the Modified Rational Method as outlined in the GMSS)
 - Runoff control structure release calculations
- Landscape Plan Drawings showing:
 - In addition to LUB Section 6.10 regulations, indicate total area devoted to:
 - Interior parking lot landscaping
 - Area devoted to buffer-yard landscaping
 - Area required for street buffer-yard landscaping
 - Designate the type of permitter landscape curb or border. Include curb details to separate landscaping
 - Location of buffers or shelterbelts
 - Development within environmentally sensitive areas shall include the following information:
 - Trees, shrubs, and significant vegetation; indicated what is to be added, removed and retained. All species must be drought resistant. Any and/or all screening or buffers shall be mature vegetation. A minimum age of species may be required
 - Phase I Environmental Site Assessment Report. Summarized results and a copy of the whole report submitted for the file. Including a Biological Inventory
 - Surface treatment for all areas; including parking, sidewalks, and soft landscaped areas (e.g., grass, shrubs, mulch). Indicate type of surfacing and direction of surface runoff. Indicate method of irrigation and maintenance plan for all soft landscaped areas
 - Location of loading docks and service points
 - Location of visitor, loading and recreational vehicle parking, indicating how they will be marked
 - Layout of existing and proposed location of parking areas and their capacity, including:
 - Dimensioned depth, width, angle, and number of parking stalls (as per County GMSS and LUB 6.13)
 - All off-street parking, driveway access points, the internal circulation pattern, and maneuvering areas, Land Use Bylaw regulations
 - Handicapped accessible stalls, access ramps, drop curbs for wheelchair accessibility, indicating how they will be marked

- Existing and proposed pedestrian walkways, and if required, pedestrian loading areas. Delineate pedestrian trails, sidewalks, or other pathways that link the site to adjacent properties and that provide clear pedestrian access from parking areas (see LUB for district specific regulations)
- Existing and proposed exterior lighting for site and buildings, including light standards
- Location and height of all existing and proposed freestanding signs, fencing and retaining walls; dimensioned in metric units from geodetic grade
- Adjacent Areas:** Identify impact of the proposed development on the adjacent and surrounding area, and infrastructure (e.g., parking density, landscaping, loading, stormwater). Take into consideration as well the impacts from adjacent development on the proposed site
 - If proposed development is to be phased (e.g., portions are to be occupied prior to the completion of the entire development):
 - Include a phasing plan showing the sequence of the phases and the area that each phase encompasses, as well as surface treatment or remaining areas
 - Projected timing / sequencing of development
 - Potential off-site and/or downstream impacts
 - Any unique challenges or approaches anticipated or proposed
- Reserves** (See LUB 6.20; MGA Sections 661-670) shall consider addressing the following:
 - Provide environmental Reserve along any main water channel (even if it is dry for most of the year), or otherwise sensitive area
 - Public Utility Lot for Waste Management Site (for residential development only / with screening) or access to a storm water management area
 - Municipal Reserve for an allocated green area, if needed, around an Environmental Reserve if cash-in-lieu or a combination of land and cash-in-lieu is not going to be required
- Building Drawings.** Must include *Site* and *Floor* plans showing: size of building, number of floors, number of rooms, *elevations* indicating building height and cross-section
 - Location of all existing, proposed, and to be removed structures on the property; show their setbacks from property lines and label their use
 - Size (gross square footage by floor)
- Approach Application:** Submitted
- Manufactured Building Form:** Must be fully completed and signed by applicant and registered owner(s)
- Building Addition Form:** Must be fully completed and signed by applicant and registered owner(s)
- Alberta Transportation Approval:** Copy of APPROVED permit
- Alberta Environment and Parks Approval:** Copy of APPROVED permit
- Certified Geotechnical Report:** Stamped and signed by a qualified professional registered in the Province of Alberta
- Business Registration:** Must be fully completed and signed by applicant and registered owner(s)
- Variance Request Form:** Must be fully completed and signed by applicant and registered owner(s)
- Development Agreement:** Copy of receipt of development fees
- Public Consultation:** Provide details of the proposed community consultation, including the pre-application consultation with potentially affected landowners
- General Considerations:**
 - Hierarchy and Consistency of Plans:** The updated MGA (December 6, 2016) amends the hierarchy of plans and requires that all plans be consistent with one another
 - Spelling, Grammar & Punctuation (ensure consistency throughout the document, correct any discrepancies before ASP approval). Check for:**
 - Hyphenation (e.g., cash-in-lieu, long-term costs)
 - Agency names (e.g., Alberta Environment is now Alberta Environment and Parks)
 - Capitalization of reports/plans/documents names (e.g., Storm Water)
 - Split adverbs or prepositions (e.g., "with in" instead of "within")
 - Commas (after introductory: clauses, phrases, words that come before the main clause, or last item on a list)
- Other:**

File Number: _____ Project Name: _____

Acknowledgement

I/We, the Applicant and/or registered owner(s) understand that:

- a) Failure to provide complete and accurate information to satisfy all the required items for my application may deem my application incomplete and may result in project processing delays*. Any material falsehood or any omission of a material fact made by the applicant/owner with respect to this application may result in an issued permit becoming null and void
- b) Any fees incurred by the County for review by the County's consulting engineers will be charged back to the applicant as per the County's Fee Bylaw
- c) The registered owner may be required to enter into a Development Agreement with the County of Vermilion River. Security and Warranty within the Agreement shall be in accordance with County of Vermilion River approved Policies and Bylaws. Requirements may vary depending on the subdivision or development

Applicant Signature

Registered Owner Signature

Registered Owner Signature

Print Name

Print Name

Print Name

Date

The personal information requested on this form is being collected by the County of Vermilion River for purposes provided under Section 33(C) of the Freedom of Information and Protection of Privacy (FOIP) Act and is protected by the FOIP Act. If you have any questions about this collection, contact the County Administrator at (780)846-2244 or (780)853-5492

***All development and construction that occurs prior to permit issuance may be subject to penalty fees. A Stop Order may also be issued.**

OFFICE USE ONLY

Application Fee: _____ Debit CHQ CASH CREDIT Receipt Number: _____ Date Received: _____
Land Use District: _____ Division: _____ Tax Roll #: _____ File #: _____

The personal information requested on this form is being collected by the County of Vermilion River for purposes provided under Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and is protected by the FOIP Act. If you have any questions about FOIP, contact the County Administrator at (780) 846-2244 OR (780) 846-5492.

***All development and construction that occurs prior to permit issuance may be subject to penalty fees. A Stop Order may also be issued.**