

# BUSINESS USES WITHIN THE M.D. OF Foothills

## APPLICATION REQUIREMENTS:

Land Use & Development Permit Applications **must be** accompanied with the following information:

- A site plan (can be hand drawn) showing:
  - the entire parcel;
  - north at the top of the page;
  - identify and show all existing structures and any proposed buildings with measurements from the same, in feet or metres, to all parcel lines;
  - show all existing wells, septic tanks, disposal fields, dugouts on the parcel and storage areas;
- Full description of the business, including what it is, and how it operates.
- Please indicate if the business is primarily run from the parcel or off site.
- What buildings will be used on the parcel for this business, include storage areas.
- Are there any buildings proposed and if so, for what purposes will they be used for. Please also include the building size and why it is necessary.
- Number of people to be employed, both on site and off site.
- If producing a product or goods please indicate the method of distribution or sales.
- Provisions for loading and parking.
- Access locations to and from the lot including roads and highways to be used and dust control measures to be implemented.
- Vehicle generation, break down between employees and customers on a daily basis, also please list the types of vehicles to be expected.
- Parking Plan;
- Building Designs;
- Will there be deliveries to the site, if so, how many and how often.
- Hours and days of operation.
- Amount of water required for this business.
- Garbage and storage areas and the fencing and screening proposed for same, and methods for disposing of garbage.
- Methods of controlling noise, dust, or drainage from the lot.
- Descriptions of any noxious, toxic, radioactive, flammable, or explosive materials proposed (i.e. gas, oil, paint, etc.). Please also include how it is being stored and how much is being stored and why it is necessary to have in relation to this business.
- Particulars of any proposed use or involvement by persons other than residents of the lot.
- Are there proposed to be any events to be held, if so, please include the following:
  - how many per year & months in which they will be held, including how many days and hours of operation;
  - what type of events they are;
  - how many people, with a break down of employees and attendees;
    - Will there be land contouring done to accommodate this use and if so we need to determine that you do not fall under our Lot Grading definition, which will require additional permits.
- If you do not fall under the definition of Lot Grading, please provide the details on how you will be contouring the land to accommodate this use, even if the contouring is minimal.
- What type of landscaping is proposed for this site (i.e. vegetation, fencing) and will it require any additional water. Please note that it is the preference of the municipality to have developments visually screened along highways by adding landscaping elements. Please note that the M.D. of Foothills has screening standards, adopted by Council by Resolution.
- What type of outdoor lighting is proposed for the site. Please note that there is a Dark Sky Bylaw in place with the M.D. of Foothills.
- Method of advertising, if a sign is proposed to be placed on site, you must include this as part of your application, whereby there is additional information to be included, please see additional information on applying for signs, without this information it will not be considered at this time and additional applications will be required.
- Storm water management plans;
- Any other plans prepared by a Professional Engineer relevant to the project, which may be required as a condition of Council, if approved;
- If this parcel is not owned by the applicant, then they must receive written consent from the landowner to file an application.