

## WHY DO I NEED TO AMEND THE LAND USE BYLAW?

Within the Municipal District of Bonnyville, the majority of our lands are zoned Agriculture. The purpose of this zoning district is to protect and enhance the M.D.'s valuable agricultural land resources, our agriculture-based economy and our rural lifestyle - but at the same time accommodating other suitable land uses.

The M.D.'s current Municipal Development Plan allows for a maximum of 20 acres (to a maximum of four lots) to be subdivided out of an Agriculture quarter section without a change in zoning.

Should you wish to subdivide more than 20 acres (or four lots) from an Agriculture quarter section, a change in zoning must occur and an Area Structure Plan (ASP) will be required. This re-zoning would give new definition to the property - meaning agriculture activity is no longer its primary function.

### M.D. of Bonnyville Zonings

A	Agriculture
CUD	Controlled Urban Development
CR	Country Residential (Resort)
CR1	Country Residential
CR2	Country Residential (Large Lot)
CR3	Country Residential (Estate)
DC	Direct Control
HG	Hamlet General
HR1	Hamlet Single Family Residential
HR2	Hamlet Multi Family Residential
HUR	Hamlet Urban Reserve
IR	Intensive Recreation
MHC	Manufactured Home Community
RC	Rural Commercial
RI	Rural Industrial

## APPLICATION PACKAGE

The following items shall be submitted as part of your rezoning application package:

**1.** Fill out the form that is provided on the opposite side of this pamphlet. If the property is owned by more than one person, a separate form or a personal letter of authorization, must be filled out by each additional landowner. If the application is being submitted by an agent on behalf of the landowner, the landowner's signature is still required on the form. All of the information requested on the form is vital to the amendment process; therefore, incomplete forms will not be accepted by the M.D. office.

**2** A copy of the Certificate of Title must be included in your package. This document can be obtained (for a fee) from your local Motor Vehicle/Registries Branch office. **The copy of Certificate of Title must be no older than one (1) month from the date the application is submitted.**

**3.** Sketch a properly proportioned map of the property in question and the surrounding properties, noting the current land uses in the area. On the sketch, clearly identify the portion of property to be rezoned – complete with physical dimensions.

**4.** Write a brief, written report outlining the physical properties of the land in question. What type of soil is present? Are there any topographic elements worth noting such as creek beds or steep hills? What type of vegetation exists on the property?

**5.** Write a short statement detailing your reason for the bylaw amendment.

**6.** Please contact one of the Planning and Development department contacts, listed on

the first page, to submit your application package, along with the \$1,000.00 application fee. They will be able to review your application package and let you know if anything is missing before they will proceed with processing of your application.

## APPLICATION PROCESS

**Step 1:** The application is presented to the M.D.'s Municipal Planning Commission (MPC), an advisory body comprised of council-as-a-whole. The purpose of the MPC is to evaluate the merit of the amendment application and take a recommendation back to M.D. Council's regular meeting. The MPC meets on the second Tuesday of every month. To have your item included on the agenda, application packages must be submitted a minimum of 10 working days prior to the meeting date.

**Step 2:** The amendment application is presented to council with a recommendation from the MPC Council then takes the bylaw amendment through first reading, either defeating the amendment or proceeding to the public hearing phase.

**Step 3:** A public hearing gives other M.D. residents an opportunity to voice their concerns regarding your application. The hearing date usually falls about three weeks after first reading, allowing the M.D. to publicize the event by placing advertisements in the local newspapers and notifying adjacent landowners by mail.

**Step 4:** Following the public hearing, which will be scheduled to occur at a regular council meeting - council then has the power to pass 2<sup>nd</sup> and 3<sup>rd</sup> readings. Once three readings have been given, the bylaw amendment becomes municipal law.

*Please note this is a guideline and is for informational purposes only. It does not cover all rules or regulations that may be a part of a rezoning application.*

# Municipal District of Bonnyville No. 87 - REZONING APPLICATION

Rezoning Application Fee \$1,000.00, must be submitted with application form.

Date: \_\_\_\_\_, \_\_\_\_\_ Rezoning File No. \_\_\_\_\_ -A- \_\_\_\_\_

Amendment of Land Use Bylaw and/or Area Structure Plan No.: \_\_\_\_\_

**Applicant:** Name: \_\_\_\_\_ Tel: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Print Name: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

**Landowner:** Name: \_\_\_\_\_ Tel: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Print Name: \_\_\_\_\_ Email: \_\_\_\_\_

Landowner's Signature: \_\_\_\_\_

**Land Description:** Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan No. \_\_\_\_\_

Part of \_\_\_\_\_ ¼ Section \_\_\_\_\_ Twp \_\_\_\_\_ Rng \_\_\_\_\_ W4M

Roll # \_\_\_\_\_

Proposed Rezoning: From \_\_\_\_\_ to \_\_\_\_\_

Reason in support of application:

---

---

---

---

---



## Rezoning Your Property

### Landowner's Guide & Application Form



**Planning & Development  
M.D. of Bonnyville No. 87**

#### Department Contacts

**Lisa Folllott**  
Manager of Planning & Development  
Tel: 780.826.3171, Ext. 9252  
Email: [lfollott@md.bonnyville.ab.ca](mailto:lfollott@md.bonnyville.ab.ca)

**Caroline Palmer**  
Director of Planning & Development  
Tel: 780.826.3171, Ext. 9251  
Email: [cpalmer@md.bonnyville.ab.ca](mailto:cpalmer@md.bonnyville.ab.ca)