TOWN OF HANNA
Part of the Harvest Sky Region

Development Permit Application Form - Fences

Office Use Only

Development Permit #: _____ Fee: **$20.00**

Roll #: _____Receipt #: _____

Date Submitted: _____

Applicant Information

Name: _____ Telephone: _____

Email Address: _____

Mailing Address: _____ Postal Code: _____

Property Information

Municipal Address: _____

Legal Address: Lot/Unit: _____ Block: _____ Plan: _____ Linc: _____

Existing Use of Land/Building: _____

Property Size: _____ Land Use District: _____

Owner Information (if different than applicant)

Name: _____ Telephone: _____

Email Address: _____

Mailing Address: _____ Postal Code: _____

Owner Signature: _____ Date: _____

Development Information

Fence Height - tallest area including posts: Front Yard: ___ (L) Side Yard: ___ (R) Side Yard: ___ Rear Yard: ___

Size, Type & Color of Fence Post Materials: _____

Size, Type & Color of Fence Board Materials: _____

Estimated Development Cost: _____ Is the new fence replacing and existing fence: Yes: ___ No: ___

Proposed Start Date: _____ Proposed Completion Date: _____

DECLARATION

I/We declare that I/We are the owner of the land described above or authorized to act on behalf of the registered owner(s). I/We have reviewed all the information supplied to the Town with respect to an application and it is true and accurate to the best of my/our knowledge. I/We understand that the Town of Hanna will rely on this information in its evaluation of the application. Any decision made by the Town of Hanna based on inaccurate information may be cancelled at any time. I/We give authorization for electronic communication, using the email provided on this application form. By signing below, I/we confirm to have carefully read this declaration and agree to the terms within.

Applicant Signature: _____ **Date:** _____

FOIP Notification: This personal information is being collected under the authority of the Municipal Government Act (MGA) and in the Freedom of Information and Protection of Privacy Act (FOIP) and is managed in accordance with the provisions of FOIP.

DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

The following documents are required for a complete application. Missing documentation may result in delays in approval or a rejection of the application due to insufficient information.

- ☐ Complete Development Permit Application Form
- ☐ Payment of $20.00 Application Fee
- ☐ Letter of Authorization from the property owner authorizing an agent to act on their behalf (if the owner is unable to sign the Development Permit Application Form)
- ☐ Site Plan (marked to scale or not to scale) showing the following:
    - municipal address, legal description and north arrow
    - area and dimensions of the parcel boundaries, showing any required front, rear and side yards
    - existing and proposed easements and rights-of-way
    - location and dimensions of all existing and proposed buildings, structures or uses on the property and the measured distance to property lines
    - identification of existing and proposed roads or lanes that will provide access
    - off-street parking and loading stalls
    - vehicle entrances and exits from the property (e.g. driveways)
    - location and height of fence to be constructed
- ☐ Details of fence construction, including colors and materials

The Development Authority may additionally require the submission of:

- ☐ current copy of Certificate of Title and copies of any restrictive covenants, utility rights-of-ways, easements or Town of Hanna caveats registered on title
- ☐ floor plans, elevations and section drawings
- ☐ written rationale supporting any requested variances
- ☐ samples or representations of fence materials and colors
- ☐ a Real Property Report prepared by an Alberta Land Surveyor

For information regarding your specific application requirements contact the Town of Hanna Development Officer: David Mohl
Phone: 1-403-854-4433 Email: dmohl@hanna.ca

FENCE REGULATIONS

The following excerpts are taken from the Town of Hanna Land Use Bylaw 1032-2023 related to the construction of fences. Please refer to the Land Use Bylaw 1032-2023 for complete information.

9.10 Fences

9.10.1 The construction or erection of a fence in any district requires a development permit.

9.10.2 In residential districts or a parcel with a principal residential use, the maximum height above grade of a fence located within a yard shall be in accordance with Table 2: Maximum Fence Height in a Residential Yard.

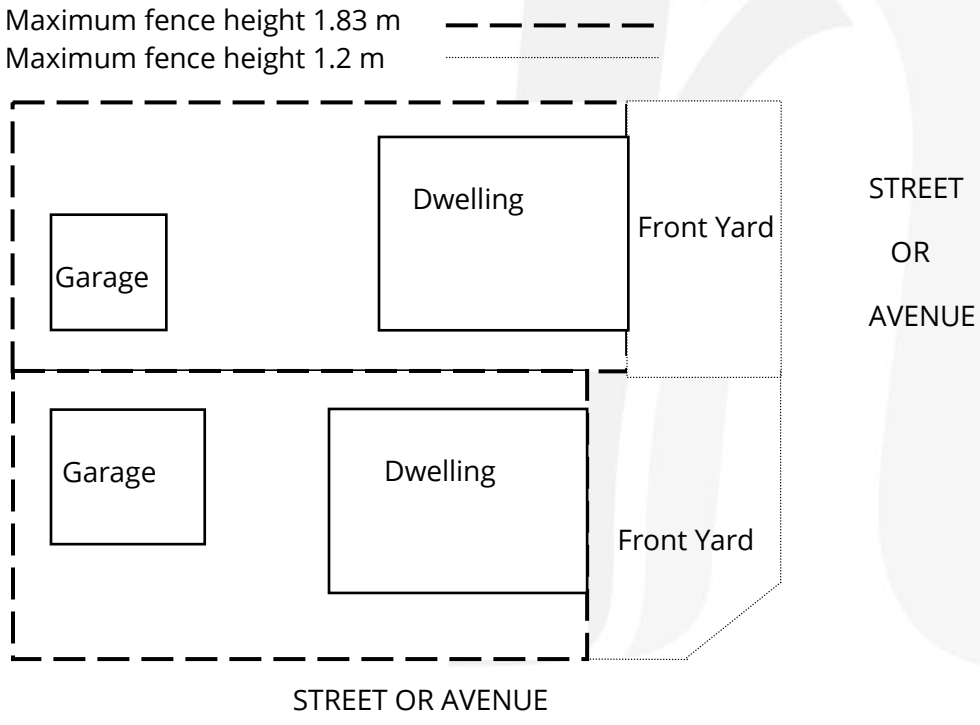
Table 2: Maximum Fence Height in a Residential Yard

Yard	Maximum Fence Height From Grade
Rear	1.83 m (6.0 ft)
Front	1.2 m (4.0 ft)
Interior side	1.83 m (6.0 ft)
Exterior Side	1.83 m (6.0 ft)

9.10.3 In all other districts, the maximum height of a fence is 3.0 m (10.0 ft).

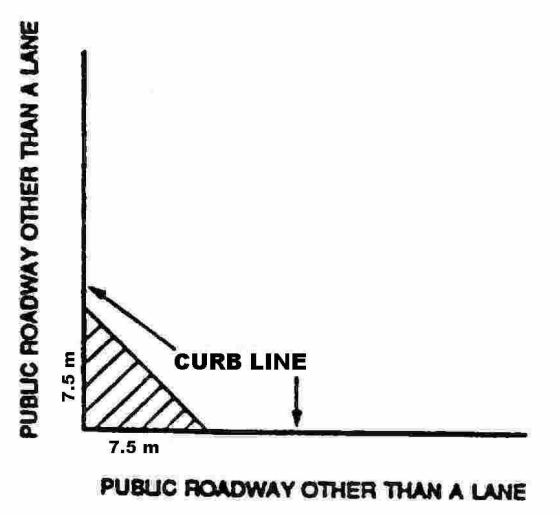
9.10.4 On corner lots within the corner visibility setback, fences shall be a maximum of 1.2 m (4.0 ft) in height to ensure public safety and/or good visibility for traffic and pedestrian purposes.

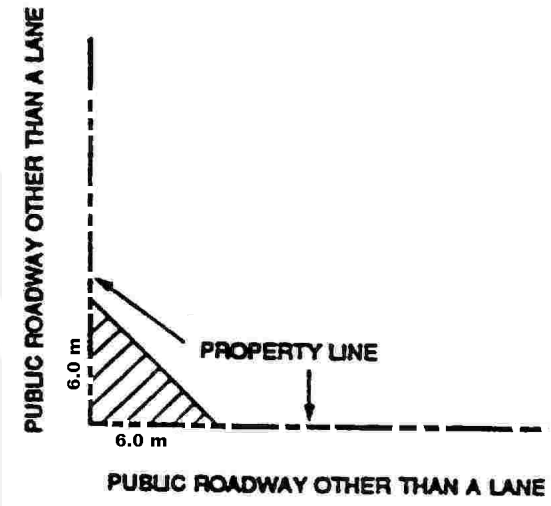
9.10.5 Materials used to construct fences shall be wood, brick, stone, concrete, or metal or other acceptable material to the satisfaction of the Development Authority and shall be aesthetically acceptable and in general conformity with adjacent development.



CORNER VISIBILITY SETBACK REGULATIONS

A corner visibility setback means a triangular area formed on a corner lot by the two curb lines and a straight line which intersects them 7.5 m (24.6 ft) from the corner where they meet. In the case where there is no curb on one or more roads, 6.0 m (19.7 ft) from the corner where they meet.





SAMPLE SITE PLAN

