



**TOWN OF CHESTERMERE
APPLICATION FOR (MASTER) AREA STRUCTURE PLAN
& AMENDMENT**

For office use only

I/We hereby make application to: Master Area Structure Plan
 Area Structure Plan
 ASP Amendment

Date Received: _____

Bylaw No.: _____

Applicant: _____

Mailing Address: _____ Postal Code: _____

Phone: business _____ cell _____ fax _____ e-mail _____

Land Owner: _____

Mailing Address: _____ Postal Code: _____

Phone: bussiness _____ cell _____ fax _____ e-mail _____

Application Information

Land Legal Description _____

Municipal Address (if applicable) _____

Affected land area: _____ hectares _____ acres

- Enclosed is the application fee of \$ _____.
- I do hereby certify all information contained within this application is true, and make this solemn declaration believing it to be true.
- I do hereby consent to the use of information included in this application for promotional purposes, news, research and/or educational purposes.

FOIP Notification:

The personal information you provide on this form is being collected under the authority of Section 4 of the *Subdivision and Development Forms Regulation of the Municipal Government Act*. This information may be disclosed to government agencies, utility companies, relevant neighbours and/or any other persons or authorities that the Subdivision Authority considers necessary. The privacy provisions of the Freedom of Information and Protection of Privacy Act protect your personal information. If you have any questions about the collection of this information please contact the FOIP Coordinator, 105 Marina Road Chestermere Alberta T1X 1V7

Signature of Applicant: _____

Date: _____

Prior to submission of the application, the following complete information will be required:

| Master Area Structure Plan (MASP) | | | Area Structure Plan (ASP) | | |
|--|------------------------|---------------------|---|---------------------|---------------------|
| Item | No. of Required | No. Received | Item | No. Required | No. Received |
| Original Signed letter of Authorization from landowner(s) on title | 1 per landowner | | Original Signed letter of Authorization from landowner(s) on title | 1 per landowner | |
| Application Form | 15 hardcopies | | Application Form | 15 hardcopies | |
| Application Fee | 1 cheque | | Application Fee | 1 cheque | |
| MASP Document matching professional industry standards. - Figures must have scale, north arrow and be a minimum size of 11X17 | 15 hardcopies | | ASP Document matching professional industry standards. - Figures must have scale, north arrow and be a minimum size of 11X17 | 15 hardcopies | |
| Original Signed letter of support/opposition from area residents | 1 per landowner | | Original Signed letter of support/opposition from area residents | 1 per landowner | |
| Land Title(s) with Instruments | 1 hardcopy | | Land Title(s) with Instruments | 1 hardcopy | |
| Identification of key project contact | 1 hardcopy | | Identification of key project contact | 1 hardcopy | |
| Identification of any potential conflicts of interest | 1 hardcopy | | Identification of any potential conflicts of interest | 1 hardcopy | |
| Master Stormwater Drainage Plan | 5 hardcopies | | Detailed Stormwater Drainage Plan | 5 hardcopies | |
| Transportation Impact Analysis | 5 hardcopies | | Detailed Transportation Impact Analysis | 5 hardcopies | |
| Market Analysis | 5 hardcopies | | Geotechnical Investigation | 5 hardcopies | |
| Growth Management Plan | 5 hardcopies | | Biophysical Impact Analysis | 5 hardcopies | |
| Wetland Identification & Analysis | 5 hardcopies | | Environmental Site Assessment | 5 hardcopies | |
| | | | Historical Resource Overview / Historical Resources Impact Analysis | 5 hardcopies | |
| Electronic Submission of all above noted items | 1 CD | | Electronic Submission of all above noted items | 1 CD | |

The required information to submit an ASP Amendment application depends on the complexity of the proposal, and to the discretion of the Development Services Department.

Please note that at the discretion of the Development Services Department, further information may be required.

| Content Requirements (MASP and ASP must be consistent and where a MASP is not required the an ASP must cover all items) | |
|---|--|
| Master Area Structure Plan (MASP) | Area Structure Plan (ASP) |
| Generalized Land Use Designations | Specific Land Use Designations |
| Triple Bottom Line / Sustainability Analysis <ul style="list-style-type: none"> - Environmental Sustainability - Economic Sustainability - Social Sustainability | Triple Bottom Line / Sustainability Analysis <ul style="list-style-type: none"> - Environmental Sustainability - Economic Sustainability - Social Sustainability |
| Growth Management Plan – including Capital Cost Analysis and Market Analysis | Design Guidelines including Built Form Conceptual Designs |
| Regional Connectivity <ul style="list-style-type: none"> - To existing developments in Chestermere - To future developments in Chestermere - Between future Area Structure Plans - To neighbouring municipalities | Detailed Connectivity <ul style="list-style-type: none"> - To existing developments in Chestermere - To future developments in Chestermere - To neighbouring municipalities |
| Sustainable Development Initiatives | Detailed Sustainable Development Initiatives |
| Wetland Identification and Analysis | Detailed Wetland enhancement Plans |
| Regional Transportation Network | Detailed Transportation Network |
| Regional Parks Conceptual Schemes | Detailed Parks Conceptual Schemes |
| Regional Pedestrian Connectivity – sidewalks, trails, etc. | Detailed Pedestrian Connectivity – sidewalks, trails, etc. |
| High-level Servicing Plan | Detailed Serving Plan |
| Population Projections | Population Projections |
| Density Projections | Density Projections |
| High-level Community Theme and Identity | Detailed Community Theme and Identity |
| Phasing of Area Structure Plans | Phasing of Outline Plans |
| Master Stormwater Drainage Plan | Staged Stormwater Drainage Plan |
| Integration of Technical Studies to Inform Design – Layering Techniques | Integration of Technical Studies to Inform Design – Layering Techniques |
| Streetscape Conceptual Design for critical routes | Detailed Streetscape Conceptual Designs |
| Consistent with MDP & CMP | Consistent with MDP & CMP & MASP – indicate how the MASP informs the ASP |
| Stakeholder Consultation Summary | Stakeholder Consultation Summary |
| Any additional key development features | Any additional key development features |

Submission Checklist

(additional documents and studies may be required if necessary at anytime during the process)

| Master Area Structure Plan (MASP) | | | Area Structure Plan (ASP) | | |
|--|------------------|-----------------|---|------------------|-----------------|
| Item | No. Required | No. Received | Item | No. Required | No. Received |
| Communication Plan Approved at Pre-Application Stage | 5 hardcopies | | Communication Plan Approved at Pre-Application Stage | 5 hardcopies | |
| Stakeholder Analysis Approved at Pre-Application Stage | 5 hardcopies | | Stakeholder Analysis Approved at Pre-Application Stage | 5 hardcopies | |
| Project Schedule Approved at Pre-Application Stage | 5 hardcopies | | Project Schedule Approved at Pre-Application Stage | 5 hardcopies | |
| MASP Document matching professional industry standards. - Figures must have scale, north arrow and be a minimum size of 11X17 | 15 hardcopies | | ASP Document matching professional industry standards. - Figures must have scale, north arrow and be a minimum size of 11X17 | 15 hardcopies | |
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| Technical Study Requirements (additional studies may be required if necessary at any time during the process) | |
|---|---|
| Master Area Structure Plan (MASP) | Area Structure Plan (ASP) |
| Master Stormwater Drainage Plan | Detailed Stormwater Drainage Plan |
| Transportation Impact Analysis | Detailed Transportation Impact Analysis |
| Market Analysis | Geotechnical Investigation |
| Growth Management Plan | Biophysical Impact Analysis |
| Wetland Identification & Analysis | Environmental Site Assessment |
| | Historical Resource Overview / Historical Resources Impact Analysis |

| Open House Minimum Expectations (creativity is strongly encouraged) | |
|---|--|
| Master Area Structure Plan (MASP) | Area Structure Plan (ASP) |
| Display Boards highlighting key development considerations | Display Boards highlighting key development considerations |
| Feedback Forms | Feedback Forms |
| Handouts for the public (i.e. poster or brochure) | Handouts for the public (i.e. poster or brochure) |