

ENGINEERS

- WSP (780) 624-5631
- Helix (780) 532-5731
- Teckera (780) 250-0899
- McElhanney (780) 618-6727

SURVEYORS

- Borderline Surveys (780) 538-1955
- Altus (780) 532-6793
- Helix Surveys (780) 532-5731
- McElhanney (780) 618-6727
- Midwest (780) 832-4801
- WSP (780) 624-5631

BLUE PRINTS

- Henry Doerksen (780) 926-1157
- John A. Fehr (780) 926-5890
- Encrypted Drafting & Development
(780) 926-1813
- Droptine Design (780) 285-2857

CONTACT US

Corporate Office - Fort Vermilion

4511-46 Avenue
Box 640
Fort Vermilion, AB T0H 1N0
Phone: (780) 927-3718
Toll Free: 1 (877) 927-0677
After Hours: 1 (888) 511-6323
Fax: (780) 927-4266
Email: office@mackenziecounty.com

Sub - Office - La Crete

Planning and Development Department
9205-100 Street
Box 1690
La Crete, AB T0H 2H0
Phone: (780) 928-3983
Fax: (780) 928-3636

Email: planning@mackenziecounty.com

PLAN AHEAD

**JANUARY
2024**



Mackenzie County



WHAT TO DO: PRIOR TO DEVELOPMENT

- Are you developing for yourself or someone else?
- Are you the owner of the property? If not you would apply as the applicant and will need the registered landowners signature on the application. All applicant & landowner contact information is needed.
- Do you have a copy of the title?
- Do you know your land location or dimensions, and boundaries for the land to be subdivided?
- What are you planning on developing?
- Existing and proposed use of land?
Ex: Residential, Agricultural, Commercial?
- Does the current parcel contain a yard site?
- What is your current parcel size, proposed # of lots, and lot sizes?
- Do you know your zoning of the property or does the lot need to be rezoned?
- Do you have an approved access to your property? Your application cannot move ahead without the access being approved by the Operations Department.
- Are you in close distance to any waterbody or a low laying area? Any possible draining issues?
- Do you know where your location of pins are on the property?
- Is your land flat, rolling, low, mixed?
- Does your land contain bush, tree stands or is it cleared?
- Is a surveyor or engineer needed?
- What is your proposed and the existing type of water & sewer service ?

- Do I require a Real Property Report? (note the reports are valid for 6 months only)
- Not aware of past decisions made on the location? The County office recommends you do a file search before you buy or develop a property. This shows any permits that are existing, caveats or easements. The fee for the process is \$100.00 per hour
- Are there any neighboring properties you need to consider?
- Who is the development authority?

Type of Application

- Rural Single Lot Subdivision
- Rural Multi Lot Subdivision
- Urban Single Lot
- Urban Multi Lot
- Boundary Adjustment
- Lot Consolidation
- Rezoning

Tentative Plan or Site Plan

Tentative Plan - Subdivision of land containing existing buildings or services.

Site Plan - Subdivision of a first parcel out of a quarter section or river lot.

PRE-APPLICATION CONSULTATION

Prior to submitting your application for subdivision, or development you are encouraged to consult with the Planning Department to ensure you are aware of all regulations that may affect your proposal. The consultation is your opportunity to explore possible time saving strategies, and to ask any questions you may have regarding the process. Planning staff will also be able to determine what, if any, additional information will likely be required regarding your application.



RELATED CONTACTS

- ATCO Electric (780) 508-4986
- Are you located off Highway 697, 88 or 35?
Contact Mary Crowley at Alberta Transportation
(780) 624-6447
- Alberta Forestry & Parks
(780) 926-7007 (High Level Office)
- Need your location of pins?
La Crete Fencing (780) 928-2472
- Northern Lights Gas Coop
(780) 928-3881