



ITEMS THAT REQUIRE A DEVELOPMENT PERMIT

Do I Require a Development Permit?

All development within the Town of Ponoka requires a development permit to be approved for compliance with the Land Use Bylaw. There are certain developments which are exempt from requiring a development permit but must still meet the requirements of the Land Use Bylaw.

What Is Development?

Development includes:

- Excavation or stockpiling.
- The construction, moving or replacement of a building or addition.
- The change in use of land or a building such as changing the use of a building from a convenience store to an office.
- A change in the intensity of use of land or a building such as expanding the operation of a Home Occupation to a larger scale.



Development That Does Not Require a Development Permit

Provided they comply with the Land Use Bylaw a development permit is not required for the following:

- Construction, maintenance and repair of utilities by Federal, Provincial, Municipal or public authorities on land which is publicly owned or controlled.
- The use of a building as a temporary polling station or any other official temporary use in connection with a Federal, Provincial or Municipal election, referendum or census.
- The use of land owned by the Town for a purpose approved by Council in connection with any public utility carried out by the Town.
- Excavation, striping or site grading that is part of a development for which a development permit has been issued.
- Removal of soil from a site or stockpiling of soil on a site when a development agreement has been approved for that site.
- The completion of a building which was lawfully under construction or for which a development permit was issued prior to the date of approval of the Land Use Bylaw and has yet to expire.
- The erection of a temporary office, machinery and equipment needed for the construction of development for which a permit has been issued.
- Development carried out under a development agreement.

- The construction, maintenance, improvement, or alteration of gates, fences, pergolas, arbors, walls, or other means of enclosure that follow the requirements of the Land Use Bylaw.
- Landscaping where the proposed grades will not negatively affect the drainage of the property or surrounding properties and will not change the grade of the subject property at any property boundary.
- Hard surfacing of any area that is for the purpose of vehicle access, pedestrian access or parking and is part of a development for which a development permit has been issued. This development must be contained within the property and may not direct drainage onto adjacent properties.
- Uncovered decks, landings, and patios that have a walking surface less than 0.6 m in height above adjacent finished grade.
- Unenclosed steps or stairs.
- The first residential accessory building to be placed on a property provided its floor area is less than 14.8m² (160 ft²), 2.44m (8 ft.) in height and located in the rear yard.
- Accessory buildings on any parcel with an approved or existing agricultural operation.
- Shipping containers within an industrial district that meet the requirements of the Land Use Bylaw.
- Most signs that meet the requirements of the Land Use Bylaw. Please see the signs information sheet for a complete list of signs that are exempt.
- Geothermal energy devices that meet the requirements of their district.
- The installation and operation of a radio antenna or satellite dish that meet the requirements of their district.
- Installation of solar collectors attached to a wall or a roof surface of a building.
- Fire pits provided they meet the requirements of the Town's Fire Protection Services Bylaw.
- Minor works of maintenance or repair such as the replacement of windows, doors, shingles or other projects that do not result in structural alterations.

More Questions?

Further information may be obtained by contacting the Development Services Department through the contact information below. For all requirements, restrictions and exemptions, please consult the Land Use Bylaw which may be downloaded from the Town of Ponoka website: <https://www.ponoka.ca>



CALL BEFORE YOU DIG
 To have your utility lines located.
 There is no cost for this service.
1-800-242-3447

Please note: This information sheet has no legal status and cannot be used as an official interpretation of the various bylaws, codes and regulations currently in effect. The Town of Ponoka accepts no responsibility for persons relying solely on this information.