

# PARK SPACE PERMIT FOR SEASONAL MOORING STRUCTURE

## TOWN CONSENT REQUIRED

The Town of Sylvan Lake requires a semi-waterfront land owner who intends to place a seasonal dock or other mooring structure onto the bed and shore of the lake to apply for a Park Space Permit. A semi-waterfront property is a parcel of land that is separated from the lake by an Environmental Reserve parcel that is owned by the Town.

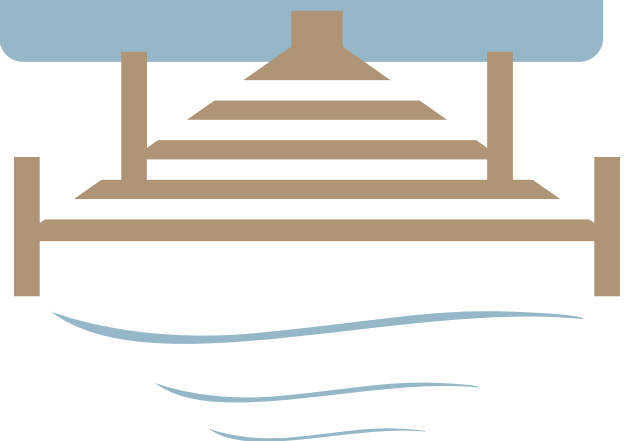
Landowners must obtain Town consent prior to placing any structures including docks within the Environmental Reserve.

## TO DO LIST

- ☒ Review the Province's [Disturbance Standard](#)
- ☒ Submit a completed park space permit with the applicable fee to the Town prior to placing your dock.
- ☒ Place your dock and enjoy!

## FRIENDLY REMINDERS

- If your dock exceeds the Disturbance Standard you must apply to the Province for approval
- Removal of aquatic vegetation must adhere to the Disturbance Standard
- No activity is permitted that damages, or modifies the bed and shore of the lake; or obstructs public access along the bed and shore.



## Park Space Permit for Temporary Seasonal Mooring Structure

Which structure(s) are you applying for? (check all that apply)	<input type="checkbox"/> Dock	<input type="checkbox"/> Boat Lift	<input type="checkbox"/> Other (please specify)
Is this a new application or renewal? (please check box)	<input type="checkbox"/> New application		<input type="checkbox"/> Renewal
What is this application for? (please check box)	<input type="checkbox"/> Single dock for personal use	<input type="checkbox"/> Community dock	<input type="checkbox"/> Shared dock for personal use
Will the structure be utilized for a commercial purpose? (please check box)	<input type="checkbox"/> Yes		<input type="checkbox"/> No
\$75 Application fee submitted?	<input type="checkbox"/> Yes		<input type="checkbox"/> No

Applicant Name			
Primary Phone #			
Address			
Mailing Address (if different from above)			
Email Address	I agree to receive electronic notification <input type="checkbox"/> Yes <input type="checkbox"/> No		Email to:
Environmental Reserve location (office only)			

Planned date of installation	Month_____ Day_____ Year_____
------------------------------	-------------------------------

## Park Space Permit for Temporary Seasonal Mooring Structure

Do you require the removal of vegetation to install your dock?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
It is the applicant's responsibility to ensure any vegetation removal is in accordance with section 8(8) of the Disturbance Standard.		

### SITE PLAN

Please provide a sketch of the proposed location of your dock, boat lift or other mooring structure using the example provided below and on the next page. Ensure you include the structures' dimensions (length and width) and setback distances from your projected property lines. Figure 1 and 2 below provide examples of how to project your side property lines into the water where your structure will be placed. Please refer to [alberta.ca/lakeshores](http://alberta.ca/lakeshores) for information regarding lakeshore activities and regulations.

Figure 1. Extended Lot Line

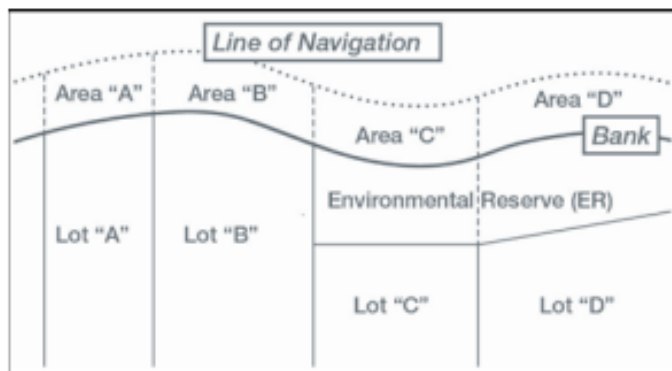
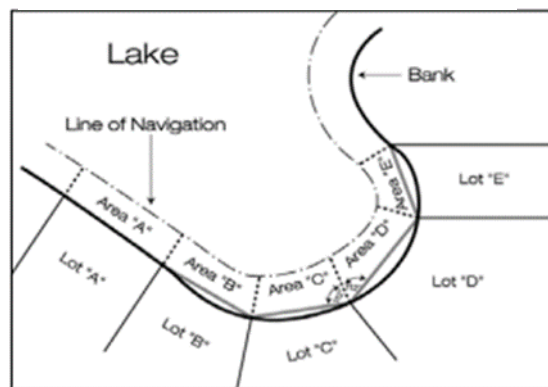


Figure 2. Coterminous Line

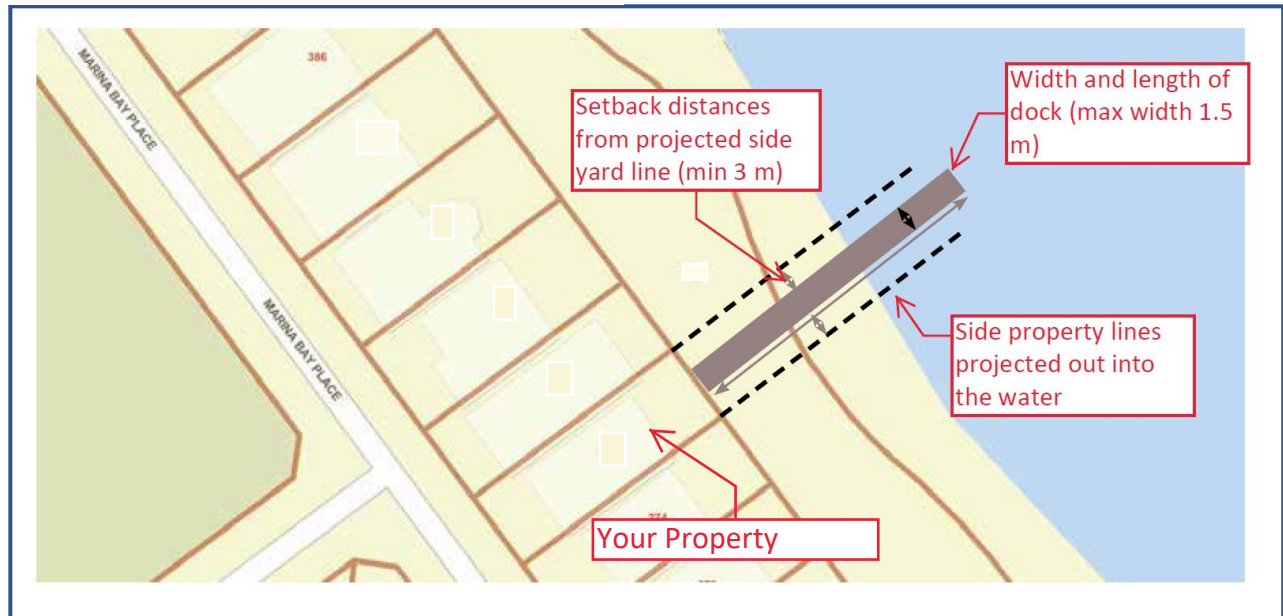


- ☐ In being granted a Park Space Permit to access the Town's Environmental Reserve, the undersigned hereby unconditionally releases the Town and its managers, officers, employees, agents and representatives from any liability, which may be suffered by the undersigned or any person directly or indirectly impacted by activities undertaken by the undersigned, for injury, loss, damage or death, including any loss of income or loss of opportunity resulting or arising directly or indirectly from the placement of a temporary seasonal mooring structure.

<hr/> Applicant Signature	<hr/> Date: (month/day/year)
---------------------------	------------------------------

# Park Space Permit for Temporary Seasonal Mooring Structure

Example of site plan showing location of dock and required elements to be shown.



Please sketch out the location of your dock using the example above. Please ensure all elements in the example are included in your sketch.

Date	Time	Temp	Wind	Clouds	Humidity	Pressure	Rain	Sun	Moon	Wind	Temp	Wind

### Reviewer's Approval

This application will be reviewed and signed by the Town of Sylvan Lake's Parks Department and assigned a permit number before it is considered approved. The applicant should allow a minimum of five (5) business days for the permit to be processed.

_____ Signature, Parks Department, Town of Sylvan Lake	_____ Date: (month/day/year)
_____ Permit Number	_____ Date approved: ((month/day/year)

### Conditions of Use:

- Any person taking out a park space access permit will be responsible for the repair and damage or disturbance caused to the Park or Open Space, including, but not limited to, utility and irrigation systems, plant material, fencing, or any other structure.
- The Town, at its own discretion, may conduct a post installation inspection.
- Seasonal mooring structures (docks, boat lifts, swimming platforms) must be removed from the water by October 31.
- No storage of docks, boat lifts or other mooring structures is permitted within the Town's environmental reserve.
- Yearly renewals are required to access park space for the placement of seasonal docks and mooring structures.
- The issuance of this permit serves to give the applicant permission to access the bed and shore of the lake through the Town's Environmental Reserve. It does not give the applicant the exclusive right to use the Environmental Reserve.
- The issuance of this permit does not grant the applicant the right to place a structure in the waterbody. The applicant is required to ensure their docks meet the Province's Disturbance Standard or apply for any necessary provincial approvals prior to placing the structure in the water.
- This permit serves as the Town's written consent to access Town lands for the purposes of a Provincial application for a dock authorization that exceeds the Disturbance Standard.
- Prior to removing any vegetation, the applicant is responsible to ensure the amount to be removed and the method in which it may be removed meets the guidelines of the Disturbance Standard.