



Accessory Dwelling Incentive Program Application Form

For assistance with your application, please contact Municipal Housing Staff at housing@jasper-alberta.ca or call 780-931-3135

1. FOIP Statement

Personal information is being collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy Act* ("FOIP") and is managed and protected in accordance with FOIP. This information will be used by the Municipality of Jasper to determine eligibility for the ADU Incentive Program and for the management of administration of the program. The information in this application may be used for data collection and analysis of permit activity and trends and may be shared with external agencies for the purpose of verifying compliance with applicable legislative and regulatory requirements. If you have any questions about the collection of this information, contact Leanne Pelletier, Municipal Housing Manager, at the Municipality of Jasper, P.O. Box 520, Jasper AB, T0E 1E0.

I agree (sign) _____

2. Personal Information

First Name	
Last name	

Are you the (select one): ☐ Registered Property Owner ☐ Authorized Agent

Applicant Email	
Applicant Phone number(s)	
Applicant Mailing address	

3. Property Information

Please provide information about the property where you propose an ADU.

Unit Number	
Street	
Town/Province	
Legal Description (Parcel/Block/Lot)	
Name of Leaseholder	
Additional Leaseholder name	
Registered owner email	



Registered owner phone	
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4. **Development Information: See page 4 for information on the types of ADU's permitted in Jasper and what is permitted on your property based on zoning.**

Please tell us what you plan to develop.

What currently exists on the site:	<input type="checkbox"/> Single family home <input type="checkbox"/> Duplex <input type="checkbox"/> Multi-plex (3+ units) <input type="checkbox"/> Mobile Home Other _____
Proposed Development:	<input type="checkbox"/> Secondary Suite <input type="checkbox"/> Garage Suite <input type="checkbox"/> Garden Suite
Provide a brief description of the proposed development:	
Housing Data	
Number of existing dwellings on site:	
Number of proposed net new dwellings:	
Number of existing bedrooms:	
Number of proposed new bedrooms:	
Parking Data	
Number of existing parking stalls:	
Number of proposed new stalls:	

ADU Incentive Program Application completed on (date): _____

ADU Incentive Program Application completed by: _____

Signature: _____

If different, signature of Leaseholder:

Please submit your completed application, along with the documents required under the **Documents Checklist (pg. 3)** by scanning and emailing to Municipal Housing Staff, at housing@jasper-alberta.ca or submit in person to the Municipal Administration Office at 303 Pyramid Lake Rd. Jasper AB.

Thank you for your application. A member of the Urban Design and Standards Department will be in contact regarding the status of your application.



Please use the checklist below to ensure all your documents are in order. All applications must include the items listed:

Documents Checklist

Documents Required
<input type="checkbox"/> Application completed in full, signed and dated
<input type="checkbox"/> Photocopy of one piece of government ID for applicant listed
<input type="checkbox"/> Municipal Utility Statement, showing applicant is not in arrears of utility payments
<input type="checkbox"/> Municipal Tax Statement, showing applicant is not in arrears of property tax payments
<input type="checkbox"/> Detailed Build Budget
<input type="checkbox"/> Design Plans if available

Please contact Municipal Housing Staff, housing@jasper-alberta.ca for acceptable alternatives should any of the above documents not be available.

For Internal Use Only	
Proposed use is permitted	<input type="checkbox"/> Yes <input type="checkbox"/> No
Ownership confirmed with Tax Roll	<input type="checkbox"/> Yes <input type="checkbox"/> No
Application is approved	<input type="checkbox"/> Yes <input type="checkbox"/> No, if no provide details
GFA is signed	<input type="checkbox"/> Yes <input type="checkbox"/> No



Accessory dwelling unit types



Secondary suite

Located within a portion of a primary dwelling unit.



Garage suite

Located above a detached garage.



Garden suite

Located in a separate building that is subordinate to the primary dwelling unit.

District	Permitted accessory dwelling unit type
R1 - One-Unit Dwelling District R2 - Two-Unit Dwelling District R2H - Old Town Jasper Historic District	Secondary suite Garden suite Garage suite
R4 - Compact Lot District CCWa - Cabin Creek West One-Unit Dwelling District CCWb - Cabin Creek West Two-Unit Dwelling District CCWc - Cabin Creek West Multi-Unit Dwelling District	Secondary suite
R3a - Multi-Unit Small Lot Dwelling District	Garden suite Garage suite