

Development Permit Application COMMERCIAL/INDUSTRIAL/INSTITUTIONAL/MIXED USE

All application requirements are as per The City of Red Deer *Zoning Bylaw*.

1. Site Plan which shall include:

- North arrow
- Property lines shown and labelled
- Location of building(s) in relation to property lines; including front, rear, and side yard setbacks
- Location, dimensions, and number of on-site parking areas
- All easements and right-of-ways shown and labelled
- Location of retaining walls and fences (existing and proposed)
- Location and labelling of all abutting streets, lanes, highways, road right-of-ways, and sidewalks
- Location of all fire hydrants (existing and proposed)
- Location of all garbage/recycling enclosures
- Location of loading facilities
- Location of existing and proposed transit stops
- Date of plan

2. Elevation Plan which shall include:

- Coloured elevations of each face of the building(s)
- Description of exterior finishing materials
- Appearance of all fences (existing and proposed) on the site
- Building height and number of stories
- Appearance of all garbage/recycling enclosures
- Date of plan

3. Building Floor Plan, showing proposed use and dimensions of each room.

4. Landscaping Plan, that shall include:

- The location of all existing and proposed landscaping, including trees, shrubs, and grasses;
- Any existing landscaping to be removed; and
- The number, size, and species of all proposed trees and shrubs.

5. Letter of Authorization from the property owner registered on title, including contact information.

6. Letter of Intent providing a detailed description of the proposed development.

7. Certificate of Title that is dated within the last thirty (30) days

- Copies of Restrictive Covenants must be provided

ADDITIONAL INFORMATION THAT MAY BE REQUESTED:

1. Information as per Section 17 of the Engineering Design Guidelines.

- Visit <https://www.reddeer.ca/media/reddeerca/city-services/engineering/publications/Design-Guidelines.pdf>

IMPORTANT

- Only complete applications will be added to the permit queue.
- If a listed requirement is missing, you will receive an email notification with instructions.
- Follow the instructions provided throughout the application process.

TIP: Name the documents that you upload the same as they appear in the Requirement List above. (Example, 'Site Plan', 'Floor Plan', etc.)