# Lethbridge

## **Development Application Checklist**

#### **Home Occupation**

#### **Project Address**

#### **Base Requirements**

One digital copy (PDF form) of each of the following:

Site Plan (for type B only)		
Completed Application Form		
Application Fee		

#### Access Code

#### **Base Information**

Every Page of the submitted plans and drawings must contain the following information:

- Legal Information
- Municipal Address
- Drawing Date and Number
- Drawing Scale
- Project Name/Description

### Specific Information Site Plan

1. Must be oriented with north at the top of the page and show a north arrow

2. Must indicate in a text block:

the proposed land use(s)		
the proposed density		
number of regular parking spaces		

#### 3. Shows dimensions in metric and identifies:

the subject parcel lines dimensioned in accordance with the registered plan all easements, utility ROWs, and other applicable encumbrances all the existing and proposed buildings on the subject parcel the building setback distances and separation distances measured in accordance with the LUB definitions and shown with a dimension line all driveways parking areas the existing above ground utility structures

Office Use

Office Use

Any personal information collected on this form is collected under the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits and planning & development purposes. Please Note that such information may be made public. If you have any questions about the collection, use, or disclosure of the personal information provided, please contact Information Management at 910 4 Ave S, Lethbridge, AB, T1J 0P6 or by phone at 403-329-7329

#### Planning & Design | 403-320-3920 | 910 4 Ave S, Lethbridge, AB T1J 0P6