Development Services (Edmonton Tower)
2nd Floor, 10111-104 Avenue NW, Edmonton AB, T5J 0J4
In Edmonton dial 311, outside Edmonton: T: 780-442-5311
E: developmentservices@edmonton.ca

Office use only: City File #:_____

LEAVE AS BUILT DEVELOPMENT PERMIT APPLICATION

All of the following information is necessary to facilitate a thorough and timely evaluation and decision on your application. All materials submitted must be clear, legible and precise. **Only applications that are complete will be accepted**. **PLEASE NOTE: this application is ONLY for a development permit. If a building permit is also required, you must apply for it separately.**

A	Applicant/Owner Information
1	**Applicant is the:** ❑ Owner ❑ Owner's Representative

2	**Applicant Information:**	**City Customer ID #** (if known):

Last Name:	First Name:	Business Name:
Contact Name (if different from above):		Phone Number:
Mailing Address:	City:	Prov:	Postal Code:

Email:

By providing I consent to receiving documents or communications related to this application, including but not limited to development permit decisions, acknowledgments confirming an application is complete, and any notices identifying any outstanding documents and information, by email

B	Property Information
3	**Municipal Address:**
4	**Legal Description:** Plan No. _____ Block _____ Lot(s) _____

C	Check List

5	❑ Completed Application
	 ❑ A copy of the compliance letter from Sustainable Development
	 ❑ Two copies of the Real Property Report (photocopies are acceptable – we cannot accept faxed, e-mailed or spliced)
	 ❑ A method of payment to cover the application fees
	    ❑ Cash/Debit (in person)
	    ❑ Cheque (attached)
	    ❑ Credit Card (a service representative will call you to advise you of the fees)
	 Please note the City of Edmonton in accordance with the Payment Card Industry has taken measures to protect your payment card information. We are required to delete applications submitted with credit card information by unsecured methods such as fax or email.

Office Use Only

Development Permit Description (MUST IDENTIFY ZONING BYLAW USE CLASS): _____

_____

_____

Zoning: _____　　❑ Discretionary Use　　❑ Permitted Use　　**Statutory Plan Overlay**: _____

Variance Required? ❑ Yes　❑ No　　**Building Permit Required?** ❑ Yes　❑ No

Reviewed by: _____ **Date (mm/dd/yr):** _____