

Application Checklist

An application for a compliance certificate request will only be accepted once the application is deemed complete. A complete application includes the following:

- Applicable fee.**

- Completed application form.**

- Owner's authorization form** (if the applicant is not the owner).

- Certified copy of title and copies of any registered instruments that may affect development** (Caveats, Easements, Restrictive Covenants, etc.)

- Two copies of a Real Property Report, in metric, from an Alberta Land Surveyor indicating the following:**
 - The entire lot.
 - Property lines with dimensions.
 - Location of the house on the lot with dimensions from the property lines.
 - Location of all accessory development.

Please note that the Development Authority may require additional information to process your application.

Compliance Certificates

To receive a timely decision on your application, please ensure that your application is clear, legible and accurate. If any part of your application is missing, unreadable or inaccurate, your application will be deemed incomplete, and a decision will not be rendered.

The City of St. Albert is not able to comment on the compliance of buildings, improvements or measurements that are incorrectly shown, or not shown, on the Real Property Report.

For additional information or to apply, please contact:

Planning & Development

City of St. Albert
 2nd floor, 5 St. Anne Street
 St. Albert, AB T8N 3Z9

Phone: 780-459-1642
 Email: development@stalbert.ca

Hours: Monday-Friday, 8 a.m. to 5 p.m.

www.stalbert.ca/dev/planning/