

## Development Permit Complete Application Requirement List (CARL)

Last Modified 2008 March 4

### Changes Outside a Building (Including Changes Inside a Building, Exterior Renovations and Minor Changes to Site Plan): In any Land Use District

LUD	_____
PST	_____

The following **Development Permit Complete Application Requirement List** outlines all of the information necessary to evaluate and provide a timely decision on your application.

**Only applications that are complete will be accepted.** Applications and materials submitted must be clear, legible and precise. Plans submitted should be to a professional drafting standard. We are currently unable to accept digital applications. Thank you for your co-operation.

#### All plans submitted must:

- contain a title block with information such as:**
  - address, legal description
  - uses, project name, applicant name and contact information
- be sorted into sets:**
  - sets should be folded to a size no larger than 8-½" x 14"
  - sets may be accordion-pleated, provided they can be hole punched in the top left-hand corner
- paper size:**
  - all plans submitted must be on the same sized paper
  - drawings are clear and legible
  - minimum scale 1:100
  - drawings must be contained on each page (1 plan should not span two pages)
- be clear of any previous approval stamps and/or notations:**

The Development Authority may require additional material considered necessary to properly evaluate the proposed development (as stated in Part 2 section 28(3) of Land Use Bylaw 1P2007).

*All terms of reference are based on the defined terms in Land Use Bylaw 1P2007.*

completed by applicant	office use only	Required Items
<input type="radio"/>	<input type="radio"/>	1. A current copy of Certificate(s) of Title ( <i>searched within 30 days</i> )
<input type="radio"/>	<input type="radio"/>	2. Current copies of any Restrictive Covenants, Utility Rights-of-Way, Easements, or City Caveats registered on the Title(s)
<input type="radio"/>	<input type="radio"/>	3. A Letter of Authorization from the registered owner of the land, their agent, or other persons having legal or equitable interest in the parcel. Where the applicant is an agent acting for the owner, a letter from the owner must be provided verifying the agent's authority to make the application.



<input type="radio"/>	<input type="radio"/>	<b>4. Colour Photographs (minimum of 4 different views) showing:</b> <i>*Photographs may be any size that will fit into an 8.5 x 14 inch file:</i>
<input type="checkbox"/>	<input type="checkbox"/>	site from front and rear
<input type="checkbox"/>	<input type="checkbox"/>	Interior where new floor area is being added
<input type="checkbox"/>	<input type="checkbox"/>	unique features and aspects of significance to development of parcel
<input type="checkbox"/>	<input type="checkbox"/>	details of curbs, driveways ,sidewalks, garbage enclosures and overhead poles
<input type="checkbox"/>	<input type="checkbox"/>	label and identify each photograph
<input type="radio"/>	<input type="radio"/>	<b>5. Fee (See <a href="#">Fee Schedule</a>)</b>
<input type="radio"/>	<input type="radio"/>	<b>6. Completed <a href="#">Site Contamination Statement</a> (A standard form is available from the Customer Advisory Services Division or at <a href="#">calgary.ca</a> )</b>
<input type="radio"/>	<input type="radio"/>	<b>7. Completed <a href="#">Public Tree Disclosure Statement</a> (A standard form is available from the Customer Advisory Services Division or at <a href="#">calgary.ca</a> )</b>
	<input type="radio"/>	<b>For Office Use Only:</b> Applicant indicated potential public tree. Tree Package circulated.
<input type="radio"/>	<input type="radio"/>	<b>8. Ten (10) copies of Site Plans [12 sets of plans are required if the site is within the Airport Vicinity Protection Area (AVPA)] showing:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Plans to metric scale, minimum 1:100, include scale bar
<input type="checkbox"/>	<input type="checkbox"/>	North arrow, pointing to top or left of page
<input type="checkbox"/>	<input type="checkbox"/>	Municipal address (i.e. street address) and Legal address (i.e. plan/block/lot)
<input type="checkbox"/>	<input type="checkbox"/>	Label all elements of plan as <b>existing</b> or <b>proposed</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Plot and dimension property lines:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Easements, Utility Rights-of-Way, etc:</b>
<input type="checkbox"/>	<input type="checkbox"/>	dimension (width, depth and location)
<input type="checkbox"/>	<input type="checkbox"/>	label type of easement and registration number
<input type="checkbox"/>	<input type="checkbox"/>	<b>Plot Rights-of-Way setback lines required in Section 53, Table 1:</b>
<input type="checkbox"/>	<input type="checkbox"/>	dimension depth of Rights-of-Way
<input type="checkbox"/>	<input type="checkbox"/>	dimension distance from Rights-of-Way to building
<input type="checkbox"/>	<input type="checkbox"/>	<b>Adjacent to parcel:</b>
<input type="checkbox"/>	<input type="checkbox"/>	City streets, label street names
<input type="checkbox"/>	<input type="checkbox"/>	sidewalks, City and public paths (Regional Pathway System)
<input type="checkbox"/>	<input type="checkbox"/>	curb cuts, medians and breaks in medians
<input type="checkbox"/>	<input type="checkbox"/>	<b>Dimension to property line:</b>
<input type="checkbox"/>	<input type="checkbox"/>	back of sidewalk and curb
<input type="checkbox"/>	<input type="checkbox"/>	lip of gutter
<input type="checkbox"/>	<input type="checkbox"/>	width of sidewalk and public paths (Regional Pathway System)
<input type="checkbox"/>	<input type="checkbox"/>	<b>On corner parcels, outline and dimensions corner visibility triangle</b>

<input type="checkbox"/>	<input type="checkbox"/>	<b>Outline and dimension buildings:</b>
<input type="checkbox"/>	<input type="checkbox"/>	projections and structures (bay windows, cantilevers)
<input type="checkbox"/>	<input type="checkbox"/>	detached buildings and structures (sheds, garages)
<input type="checkbox"/>	<input type="checkbox"/>	use area within the building (tenant locations)
<input type="checkbox"/>	<input type="checkbox"/>	label uses to be located in each use area (see uses listed under Use CARL)
<input type="checkbox"/>	<input type="checkbox"/>	label existing and proposed buildings (or portions of buildings)
<input type="checkbox"/>	<input type="checkbox"/>	location of all openings (windows, doors, overhead doors)
<input type="checkbox"/>	<input type="checkbox"/>	<b>Setbacks:</b>
<input type="checkbox"/>	<input type="checkbox"/>	dimension front, side and rear building setbacks from property lines
<input type="checkbox"/>	<input type="checkbox"/>	draw, label and dimension required setback areas (as prescribed in the Land Use Bylaw)
<input type="checkbox"/>	<input type="checkbox"/>	<b>Garbage and Recycling collection and loading areas:</b>
<input type="checkbox"/>	<input type="checkbox"/>	plot location
<input type="checkbox"/>	<input type="checkbox"/>	interior dimensions of enclosures or buildings
<input type="checkbox"/>	<input type="checkbox"/>	method of collection (e.g. individual pick up or dumpster pick-up) in accordance with the Solid Waste Management Division
<input type="checkbox"/>	<input type="checkbox"/>	<b>Parking areas, drive aisles and circulation roads:</b>
<input type="checkbox"/>	<input type="checkbox"/>	label all surface material of areas accessible by motor vehicles
<input type="checkbox"/>	<input type="checkbox"/>	dimension widths of all aisles and roads
<input type="checkbox"/>	<input type="checkbox"/>	provide details on vehicle circulation (direction of travel, signage and fire lanes)
<input type="checkbox"/>	<input type="checkbox"/>	<b>Motor vehicle parking stalls:</b>
<input type="checkbox"/>	<input type="checkbox"/>	label as Commercial, Dwelling, Live Work or Visitor
<input type="checkbox"/>	<input type="checkbox"/>	total each type of motor vehicle parking stall by use
<input type="checkbox"/>	<input type="checkbox"/>	dimension width and depth
<input type="checkbox"/>	<input type="checkbox"/>	provide calculations for motor vehicle parking stall requirement by use
<input type="checkbox"/>	<input type="checkbox"/>	<b>Loading stalls:</b>
<input type="checkbox"/>	<input type="checkbox"/>	dimension width and depth
<input type="checkbox"/>	<input type="checkbox"/>	label surface material of loading areas
<input type="checkbox"/>	<input type="checkbox"/>	<b>Location of Driveways:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Bicycle parking:</b>
<input type="checkbox"/>	<input type="checkbox"/>	location of bicycle parking stall - class 1 (secure) and class 2 (un-secure)
<input type="checkbox"/>	<input type="checkbox"/>	total each type bicycle stall (class 1 or class 2)
<input type="checkbox"/>	<input type="checkbox"/>	calculate bicycle parking stall requirement
<input type="checkbox"/>	<input type="checkbox"/>	<b>Fencing:</b>
<input type="checkbox"/>	<input type="checkbox"/>	label height (include height of retaining walls)
<input type="checkbox"/>	<input type="checkbox"/>	cross reference to a elevation (for each type of fence)

<input type="checkbox"/>	<input type="checkbox"/>	<b>Lighting:</b>
<input type="checkbox"/>	<input type="checkbox"/>	plot locations of light fixtures and light standards
<input type="checkbox"/>	<input type="checkbox"/>	plot wattage of fixtures
<input type="checkbox"/>	<input type="checkbox"/>	label minimum and maximum LUX for parcel
<input type="checkbox"/>	<input type="checkbox"/>	plot direction of illumination
<input type="checkbox"/>	<input type="checkbox"/>	<b>Signage:</b>
<input type="checkbox"/>	<input type="checkbox"/>	outline and label the location of all proposed canopy, fascia and freestanding signage (for all other types of signage complete the appropriate CARL for that sign)
<input type="checkbox"/>	<input type="checkbox"/>	label the source of power for the signage (underground etc.)
<input type="checkbox"/>	<input type="checkbox"/>	plot location of all existing signage on the parcel
<input type="checkbox"/>	<input type="checkbox"/>	dimension distance from property lines to signage
<input type="checkbox"/>	<input type="checkbox"/>	dimension distance to all free-standing on parcel or within 30 metres of the parcel
<input type="checkbox"/>	<input type="checkbox"/>	<b>Plot and label:</b>
<input type="checkbox"/>	<input type="checkbox"/>	retaining walls
<input type="checkbox"/>	<input type="checkbox"/>	sidewalks (dimension width)
<input checked="" type="radio"/>	<input checked="" type="radio"/>	<b>9. Include the following additional information on all Site Plans when changes are being made impacting the parking, loading or storage areas:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Location of all:</b>
<input type="checkbox"/>	<input type="checkbox"/>	catch basins
<input type="checkbox"/>	<input type="checkbox"/>	utility poles
<input type="checkbox"/>	<input type="checkbox"/>	guy wires/pole anchors
<input type="checkbox"/>	<input type="checkbox"/>	hydrants, utility fixtures or boxes
<input type="checkbox"/>	<input type="checkbox"/>	<b>Parking areas, drive aisles and circulation roads:</b>
<input type="checkbox"/>	<input type="checkbox"/>	include curbs and sidewalks
<input type="checkbox"/>	<input type="checkbox"/>	cross walks (provide detail if raised)
<input type="checkbox"/>	<input type="checkbox"/>	speed bumps (provide detail)
<input type="checkbox"/>	<input type="checkbox"/>	label all surface material of areas accessible by motor vehicles
<input type="checkbox"/>	<input type="checkbox"/>	dimension widths of all aisles and roads
<input type="checkbox"/>	<input type="checkbox"/>	provide details on vehicle circulation (direction of travel, signage and fire lanes)
<input type="checkbox"/>	<input type="checkbox"/>	<b>Motor vehicle parking stalls:</b>
<input type="checkbox"/>	<input type="checkbox"/>	dimension overhead clearance
<input type="checkbox"/>	<input type="checkbox"/>	dimension distance between columns and column size
<input type="checkbox"/>	<input type="checkbox"/>	dimension angle or parking stall (if less than 90 degrees)
<input type="checkbox"/>	<input type="checkbox"/>	location and size of wheel stop (provide next to sidewalk)
<input type="checkbox"/>	<input type="checkbox"/>	<b>Loading stalls:</b>
<input type="checkbox"/>	<input type="checkbox"/>	dimension overhead clearance
<input type="checkbox"/>	<input type="checkbox"/>	turning radius (sweep path) for large vehicle access to drive aisles, garbage and loading areas

<input type="checkbox"/>	<input type="checkbox"/>	<b>Driveways:</b>
<input type="checkbox"/>	<input type="checkbox"/>	label proposed or existing
<input type="checkbox"/>	<input type="checkbox"/>	label curb cuts to be removed and rehabilitated
<input type="checkbox"/>	<input type="checkbox"/>	dimension length from back of curb or sidewalk
<input type="checkbox"/>	<input type="checkbox"/>	dimension width of driveway at throat and flare (adjacent to street)
<input type="checkbox"/>	<input type="checkbox"/>	dimension distance to adjoining driveways
<input type="checkbox"/>	<input type="checkbox"/>	<b>Parking and loading area geodetic grades:</b>
<input type="checkbox"/>	<input type="checkbox"/>	driveway grades and parkade ramp grades
<input type="checkbox"/>	<input type="checkbox"/>	detail any areas over 2 per cent slope
<input type="checkbox"/>	<input type="checkbox"/>	dimension width of driveway at throat and flare (adjacent to street)
<input type="checkbox"/>	<input type="checkbox"/>	dimension distance to adjoining driveways
<input type="checkbox"/>	<input type="checkbox"/>	<b>Parking and loading area geodetic grades:</b>
<input type="checkbox"/>	<input type="checkbox"/>	driveway grades and parkade ramp grades
<input type="checkbox"/>	<input type="checkbox"/>	detail any areas over 2 per cent slope
<input type="checkbox"/>	<input type="checkbox"/>	<b>Bicycle parking:</b>
<input type="checkbox"/>	<input type="checkbox"/>	label surface material of bicycle parking stalls
<input type="checkbox"/>	<input type="checkbox"/>	dimension separation to surrounding structures
<input type="checkbox"/>	<input type="checkbox"/>	dimension separation of devices (bike racks) and rows of devices
<input type="checkbox"/>	<input type="checkbox"/>	dimension of bicycle parking area
<input type="checkbox"/>	<input type="checkbox"/>	location of signage related to bicycle parking
<input type="checkbox"/>	<input type="checkbox"/>	cross reference to a detailed drawing (for each type parking device)
<input type="checkbox"/>	<input type="checkbox"/>	<b>For parcels 2.0 hectares or larger provide a Storm Water Management Report</b>
<input type="radio"/>	<input type="radio"/>	<b>10. Include the following additional information on all Site Plans when changes are being made impacting the landscaped areas:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Internal Sidewalks:</b>
<input type="checkbox"/>	<input type="checkbox"/>	label surface material
<input type="checkbox"/>	<input type="checkbox"/>	dimension height from grade or parking areas
<input type="checkbox"/>	<input type="checkbox"/>	dimension width
<input type="checkbox"/>	<input type="checkbox"/>	<b>Retaining walls:</b>
<input type="checkbox"/>	<input type="checkbox"/>	label height (provide height of fences on top of wall)
<input type="checkbox"/>	<input type="checkbox"/>	provide geodetic datum points at top and bottom of wall
<input type="checkbox"/>	<input type="checkbox"/>	cross reference to elevation (for each wall)
<input type="checkbox"/>	<input type="checkbox"/>	if over 1 metre in height provide structural design drawings, including a cross-section, stamped and sealed by a Professional Engineer
<input type="checkbox"/>	<input type="checkbox"/>	<b>Geodetic datum points/contours:</b>
<input type="checkbox"/>	<input type="checkbox"/>	at the corners of the parcel
<input type="checkbox"/>	<input type="checkbox"/>	at the back of sidewalk or curb
<input type="checkbox"/>	<input type="checkbox"/>	at primary corners of building
<input type="checkbox"/>	<input type="checkbox"/>	geodetic contours at 0.5 metres intervals including berming for site
<input type="checkbox"/>	<input type="checkbox"/>	label existing and proposed geodetic datum points

<input type="checkbox"/>	<input type="checkbox"/>	<b>Plot and label:</b>
<input type="checkbox"/>	<input type="checkbox"/>	fencing
<input type="checkbox"/>	<input type="checkbox"/>	retaining walls:
<input type="checkbox"/>	<input type="checkbox"/>	sidewalks (dimension width)
<input type="checkbox"/>	<input type="checkbox"/>	<b>Trees and Shrubs:</b>
<input type="checkbox"/>	<input type="checkbox"/>	plot location of trees by symbol (each symbol should be unique to size and type of tree)
<input type="checkbox"/>	<input type="checkbox"/>	plot shrubbed areas
<input type="checkbox"/>	<input type="checkbox"/>	label number of shrubs in each shrubbed area (only include shrubs greater than 0.6 metres in height or spread)
<input type="checkbox"/>	<input type="checkbox"/>	indicate trees and shrubs to be added, removed and retained
<input type="checkbox"/>	<input type="checkbox"/>	<b>Landscape legend:</b>
<input type="checkbox"/>	<input type="checkbox"/>	label by symbol (each symbol should be unique to size and type of tree and shrub)
<input type="checkbox"/>	<input type="checkbox"/>	provide species
<input type="checkbox"/>	<input type="checkbox"/>	provide caliper of deciduous trees
<input type="checkbox"/>	<input type="checkbox"/>	provide height of coniferous trees
<input type="checkbox"/>	<input type="checkbox"/>	provide height and spread of shrubs (greater than 0.6 metres)
<input type="checkbox"/>	<input type="checkbox"/>	provide total of each type of tree and shrub (by height and size)
<input type="checkbox"/>	<input type="checkbox"/>	<b>Landscaped area:</b>
<input type="checkbox"/>	<input type="checkbox"/>	surface treatment of all soft surfaced landscaped areas (i.e. grass, plant cover)
<input type="checkbox"/>	<input type="checkbox"/>	surface treatment of all hard surfaced landscaped areas (i.e. decorative pavers, brick, stamped concrete)
<input type="checkbox"/>	<input type="checkbox"/>	curb details to separate landscaping
<input type="checkbox"/>	<input type="checkbox"/>	label new landscaped areas and areas to be retained
<input type="checkbox"/>	<input type="checkbox"/>	<b>Irrigation:</b>
<input type="checkbox"/>	<input type="checkbox"/>	method of irrigation (specify if using low water irrigation system)
<input type="checkbox"/>	<input type="checkbox"/>	label all soft surface landscaping to be irrigated or plot specific areas (zones)
<input type="checkbox"/>	<input type="checkbox"/>	<b>If trees are existing on public lands adjacent to the site:</b>
<input type="checkbox"/>	<input type="checkbox"/>	specific species of each tree (e.g. Green Ash, Colorado Blue Spruce, American Elm). Note that identification of deciduous or coniferous is not sufficient. If you require assistance in identifying the species of a tree, call 3-1-1 to obtain additional information.
<input type="checkbox"/>	<input type="checkbox"/>	diameter of each tree, measured at a height of one metre above the ground
<input type="checkbox"/>	<input type="checkbox"/>	estimated height of each tree (e.g. less than 3 metres, 3-6 metres, 6-9 metres, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	location of the centre point of the trunk of each tree
<input type="checkbox"/>	<input type="checkbox"/>	outline of the "drip line" of each tree (i.e. the outline of the outer reach of the branches of the tree)
<input checked="" type="radio"/>	<input checked="" type="radio"/>	<b>11. Ten (10) copies of Floor Plans [12 sets of plans are required if the site is within the Airport Vicinity Protection Area (AVPA)] showing:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Plans to metric scale, minimum 1:100
<input type="checkbox"/>	<input type="checkbox"/>	North arrow, pointing to top or left of page
<input type="checkbox"/>	<input type="checkbox"/>	Municipal address (i.e. street address) and Legal address (i.e. plan/block/lot)
<input type="checkbox"/>	<input type="checkbox"/>	Label all elements of plan as <b>existing</b> or <b>proposed</b>

<input type="checkbox"/>	<input type="checkbox"/>	<b>Outline and dimension walls:</b>
<input type="checkbox"/>	<input type="checkbox"/>	interior and exterior (dimension to centerline of common walls)
<input type="checkbox"/>	<input type="checkbox"/>	plot location of interior and exterior openings (windows, doors, overhead doors)
<input type="checkbox"/>	<input type="checkbox"/>	internal motor vehicle and bicycle parking, loading and garbage collection facilities (see site plan requirements)
<input type="checkbox"/>	<input type="checkbox"/>	label uses to be located in each use area (see use names listed under <b>Use CARL</b> )
<input type="checkbox"/>	<input type="checkbox"/>	label the purpose of spaces (e.g. kitchen, living room, bathroom, internal/external stairways, mechanical rooms, meter room, elevators, corridors, lobbies, washrooms)
<input type="checkbox"/>	<input type="checkbox"/>	label existing and proposed rooms
<input type="radio"/>	<input type="radio"/>	<b>12. Ten (10) copies of Elevation Drawings [12 sets of plans are required if the site is within the Airport Vicinity Protection Area (AVPA)] showing:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Plans to metric scale, minimum 1:100
<input type="checkbox"/>	<input type="checkbox"/>	Municipal address (i.e. street address) and Legal address (i.e. plan/block/lot)
<input type="checkbox"/>	<input type="checkbox"/>	Label all elements of plan as <b>existing</b> or <b>proposed</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Include elevations for:</b>
<input type="checkbox"/>	<input type="checkbox"/>	buildings
<input type="checkbox"/>	<input type="checkbox"/>	fences
<input type="checkbox"/>	<input type="checkbox"/>	retaining walls (over 0.5 metres in height)
<input type="checkbox"/>	<input type="checkbox"/>	garbage collection facilities
<input type="checkbox"/>	<input type="checkbox"/>	screening (e.g. mechanical equipment)
<input type="checkbox"/>	<input type="checkbox"/>	additional walls or structures (e.g. exhaust fan shed)
<input type="checkbox"/>	<input type="checkbox"/>	cross reference with other plans where applicable
<input type="checkbox"/>	<input type="checkbox"/>	<b>Include on elevations:</b>
<input type="checkbox"/>	<input type="checkbox"/>	doors, windows, overhead doors
<input type="checkbox"/>	<input type="checkbox"/>	projections
<input type="checkbox"/>	<input type="checkbox"/>	decorative elements
<input type="checkbox"/>	<input type="checkbox"/>	screening (mechanical equipment, service meters)
<input type="checkbox"/>	<input type="checkbox"/>	dimension all doors, windows and overhead doors
<input type="checkbox"/>	<input type="checkbox"/>	<b>Label finishing materials:</b>
<input type="checkbox"/>	<input type="checkbox"/>	exterior materials (brick, stucco, vinyl siding)
<input type="checkbox"/>	<input type="checkbox"/>	roof materials (asphalt, cedar shakes, concrete tile)
<input type="checkbox"/>	<input type="checkbox"/>	colours of all major exterior materials
<input type="checkbox"/>	<input type="checkbox"/>	<b>Lighting:</b>
<input type="checkbox"/>	<input type="checkbox"/>	plot location of light fixtures
<input type="checkbox"/>	<input type="checkbox"/>	plot direction of illumination (vertical, horizontal)
<input type="checkbox"/>	<input type="checkbox"/>	dimension height of fixtures from grade to bottom of fixture
<input type="checkbox"/>	<input type="checkbox"/>	<b>Grade:</b>
<input type="checkbox"/>	<input type="checkbox"/>	plot existing and proposed grade extending to property lines
<input type="checkbox"/>	<input type="checkbox"/>	plot property lines (extending vertically)
<input type="checkbox"/>	<input type="checkbox"/>	rooftop equipment (include details on screening)
<input type="checkbox"/>	<input type="checkbox"/>	dimension all doors, windows and overhead doors

<input type="checkbox"/>	<input type="checkbox"/>	<b>Label finishing materials:</b>
<input type="checkbox"/>	<input type="checkbox"/>	exterior materials (brick, stucco, vinyl siding)
<input type="checkbox"/>	<input type="checkbox"/>	roof materials (asphalt, cedar shakes, concrete tile)
<input type="checkbox"/>	<input type="checkbox"/>	colours of all major exterior materials
<input type="checkbox"/>	<input type="checkbox"/>	<b>Lighting:</b>
<input type="checkbox"/>	<input type="checkbox"/>	details on each exterior light fixtures
<input type="checkbox"/>	<input type="checkbox"/>	plot location of light fixtures
<input type="checkbox"/>	<input type="checkbox"/>	indicate direction of illumination (vertical, horizontal)
<input type="checkbox"/>	<input type="checkbox"/>	dimension height of fixtures from grade to bottom of fixture
<input type="checkbox"/>	<input type="checkbox"/>	<b>Grade:</b>
<input type="checkbox"/>	<input type="checkbox"/>	plot existing and proposed grade extending to property lines
<input type="checkbox"/>	<input type="checkbox"/>	plot property lines (extending vertically)
<input type="checkbox"/>	<input type="checkbox"/>	plot all geodetic datum points required on Site Plan
<input type="checkbox"/>	<input type="checkbox"/>	<b>Building Height (indicate on all elevations):</b>
<input type="checkbox"/>	<input type="checkbox"/>	plot line for main floor
<input type="checkbox"/>	<input type="checkbox"/>	plot line for roof when concealed by parapet
<input type="checkbox"/>	<input type="checkbox"/>	dimension height of building from existing and proposed grade
<input type="checkbox"/>	<input type="checkbox"/>	dimension height of main floor from existing and proposed grade
<input type="checkbox"/>	<input type="checkbox"/>	dimensions height of structures (fences, retaining walls) from existing and proposed grade
<input type="checkbox"/>	<input type="checkbox"/>	<b>Signage (where appropriate provide separate sign elevation):</b>
<input type="checkbox"/>	<input type="checkbox"/>	Label materials, lettering details, copy and colours
<input type="checkbox"/>	<input type="checkbox"/>	dimension sign, and signable area
<input type="checkbox"/>	<input type="checkbox"/>	dimension distance from grade to bottom of sign
<input type="checkbox"/>	<input type="checkbox"/>	label means of supporting sign (structures, guy wires, brackets bracing)
<input type="checkbox"/>	<input type="checkbox"/>	label physical form of sign (cabinet, box, individual letters)
<input type="checkbox"/>	<input type="checkbox"/>	provide details on external lighting, label if internal illuminated
<input type="radio"/>	<input type="radio"/>	<b>13. Ten (10) copies of Cross Section [12 sets of plans are required if the site is within the Airport Vicinity Protection Area (AVPA)] showing:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Cross section of sloping driveways and parkade ramps</b>
<input type="checkbox"/>	<input type="checkbox"/>	indicate slope
<input type="checkbox"/>	<input type="checkbox"/>	provide geodetic datum points at transition points in ramp (including top and bottom)
<input type="checkbox"/>	<input type="checkbox"/>	dimension overhead clearance
<input type="checkbox"/>	<input type="checkbox"/>	include transition lengths
<input type="checkbox"/>	<input type="checkbox"/>	<b>Cross Sections are be required if there are retaining walls over 1 metre on the parcel or to provide more information on the impact of the proposed building on the adjacent properties showing:</b>
<input type="checkbox"/>	<input type="checkbox"/>	existing grade of parcel
<input type="checkbox"/>	<input type="checkbox"/>	proposed grade of parcel
<input type="checkbox"/>	<input type="checkbox"/>	grade of adjacent parcels
<input type="checkbox"/>	<input type="checkbox"/>	grade of adjacent City streets
<input type="checkbox"/>	<input type="checkbox"/>	cross-sectional outline of the building
<input type="checkbox"/>	<input type="checkbox"/>	geodetic datum points

**14. Other Support Information Required:**

**When the proposal does not meet a standard of the Land Use Bylaw (e.g. minimum parking standard), non-compliance should be identified and a written planning rationale provided in support of such deficiencies**

**15. Use CARLs; Check beside one or more Uses proposed as part of the Development Permit Application. Attach one or more Use Related CARLs when indicated in brackets below the use (see proceeding pages)**

The definitions of these uses are located in Part 4 of Land Use Bylaw 1P2007, available online at [www.calgary.ca/landusebylaw](http://www.calgary.ca/landusebylaw). If required ask for assistance at time of application.

**AGRICULTURE AND ANIMAL GROUP**

Extensive Agriculture  
(Use CARL- Agriculture & Animal)

Kennel  
(Use CARL- Agriculture & Animal)  
 Veterinary Clinic  
(Use CARL- Agriculture & Animal)

**AUTOMOTIVE SERVICE GROUP**

Auto Body and Paint Shop  
(Use CARL- Automotive)  
 Auto Service – Major  
(Use CARL- Automotive)  
 Auto Service – Minor  
(Use CARL- Automotive)  
 Bulk Fuel Sales Depot  
(Use CARL- Automotive)

Car Wash – Multi-Vehicle  
(Use CARL- Automotive)  
 Car Wash – Single Vehicle Gas Bar  
(Use CARL- Automotive)  
 Large Vehicle Service  
(Use CARL- Automotive)  
 Large Vehicle Wash Recreational Vehicle Service  
(Use CARL- Automotive)

**CARE AND HEALTH GROUP**

Addiction Treatment  
(Use CARL- Residential, Care & Health)  
 Child Care Service  
(Use CARL- Residential, Care & Health)  
 Custodial Care  
(Use CARL- Residential, Care & Health)

Health Services Laboratory – With Clients (Use CARL- Residential, Care & Health)  
 Hospital  
(Use CARL- Residential, Care & Health)  
 Medical Clinic  
(Use CARL- Residential, Care & Health)  
 Residential Care  
(Use CARL- Residential, Care & Health)

**CULTURE AND LEISURE GROUP**

Amusement Arcade  
(Use CARL- Commercial)  
 Billiard Parlour  
(Use CARL- Commercial)  
 Cinema  
(Use CARL- Commercial)  
 Community Recreation Facility  
(Use CARL- Commercial)  
 Computer Games Facility  
(Use CARL- Commercial)  
 Fitness Centre  
(Use CARL- Commercial)  
 Gaming Establishment – Bingo  
(Use CARL- Commercial)  
 Indoor Recreation Facility  
(Use CARL- Commercial)  
 Library  
(Use CARL- Commercial)

Motion Picture Filming Location  
 Museum  
(Use CARL- Commercial)  
 Outdoor Recreation Area  
(Use CARL- Commercial)  
 Performing Arts Centre  
(Use CARL- Commercial)  
 Place of Worship – Large  
(Use CARL- Commercial)  
 Place of Worship – Medium  
(Use CARL- Commercial)  
 Place of Worship – Small  
(Use CARL- Commercial)  
 Radio and Television Studio  
(Use CARL- Commercial)  
 Social Organization  
(Use CARL- Commercial)  
 Spectator Sports Facility  
(Use CARL- Commercial)

<p><b>DIRECT CONTROL USES</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Adult Mini-Theatre (Use CARL- Commercial)</li> <li><input type="checkbox"/> Campground</li> <li><input type="checkbox"/> Emergency Shelter (Use CARL- Residential, Care &amp; Health)</li> <li><input type="checkbox"/> Fertilizer Plant (Use CARL- Industrial)</li> <li><input type="checkbox"/> Firing Range</li> <li><input type="checkbox"/> Gaming Establishment – Casino</li> <li><input type="checkbox"/> Hide Processing Plant</li> <li><input type="checkbox"/> Intensive Agriculture (Use CARL- Agriculture &amp; Animal)</li> <li><input type="checkbox"/> Inter-City Bus Terminal</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Jail</li> <li><input type="checkbox"/> Motorized Recreation</li> <li><input type="checkbox"/> Natural Resource Extraction</li> <li><input type="checkbox"/> Pits and Quarries</li> <li><input type="checkbox"/> Power Generation Facility – Large (Use CARL- Industrial)</li> <li><input type="checkbox"/> Race Track</li> <li><input type="checkbox"/> Refinery</li> <li><input type="checkbox"/> Salvage Processing – Heat and Chemicals</li> <li><input type="checkbox"/> Saw Mill</li> <li><input type="checkbox"/> Slaughter House</li> <li><input type="checkbox"/> Stockyards</li> <li><input type="checkbox"/> Tire Recycling</li> <li><input type="checkbox"/> Zoo</li> </ul>
<p><b>DISASSEMBLY GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Auto Wrecker (Use CARL- Automotive)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Recycling Plant (Use CARL- Industrial)</li> </ul>
<p><b>EATING AND DRINKING GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Catering Service – Major (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Catering Service – Minor (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Dinner Theatre Drinking Establishment – Large (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Drinking Establishment – Medium (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Drinking Establishment – Small (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Food Kiosk (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Night Club (Eating and Drinking CARL)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Restaurant: Food Service Only – Large (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Restaurant: Food Service Only – Medium (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Restaurant: Food Service Only – Small (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Restaurant: Licensed – Large (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Restaurant: Licensed – Medium (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Restaurant: Licensed – Small (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Take Out Food Service (Eating and Drinking CARL)</li> </ul>
<p><b>INDUSTRIAL SUPPORT GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Beverage Container Drop-Off Depot (Use CARL- Industrial)</li> <li><input type="checkbox"/> Dry-cleaning and Fabric Care Plant (Use CARL- Industrial)</li> <li><input type="checkbox"/> Health Services Laboratory – Without Clients</li> <li><input type="checkbox"/> Household Appliance and Furniture Repair Service</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Industrial Design and Testing – Inside (Use CARL- Industrial)</li> <li><input type="checkbox"/> Industrial Design and Testing – Outside (Use CARL- Industrial)</li> <li><input type="checkbox"/> Industrial Repair and Service – Inside (Use CARL- Industrial)</li> <li><input type="checkbox"/> Industrial Repair and Service – Outside (Use CARL- Industrial)</li> </ul>
<p><b>INFRASTRUCTURE GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Airport</li> <li><input type="checkbox"/> Cemetery</li> <li><input type="checkbox"/> Crematorium</li> <li><input type="checkbox"/> Military Base</li> <li><input type="checkbox"/> Municipal Works Depot (Use CARL- Industrial)</li> <li><input type="checkbox"/> Natural Area</li> <li><input type="checkbox"/> Park</li> <li><input type="checkbox"/> Parking Lot – Grade</li> <li><input type="checkbox"/> Parking Lot – Structure</li> <li><input type="checkbox"/> Park Maintenance Facility – Large (Use CARL- Industrial)</li> <li><input type="checkbox"/> Park Maintenance Facility – Small (Use CARL- Industrial)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Power Generation Facility – Medium (Use CARL- Industrial)</li> <li><input type="checkbox"/> Power Generation Facility – Small (Use CARL- Industrial)</li> <li><input type="checkbox"/> Protective and Emergency Service</li> <li><input type="checkbox"/> Rail Line Sewage</li> <li><input type="checkbox"/> Treatment Plant</li> <li><input type="checkbox"/> Transit Line and Station</li> <li><input type="checkbox"/> Utilities</li> <li><input type="checkbox"/> Utility Building</li> <li><input type="checkbox"/> Waste Disposal and Treatment Facility (Use CARL- Industrial)</li> <li><input type="checkbox"/> Water Treatment Plant (Use CARL- Industrial)</li> </ul>
<p><b>OFFICE GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Counselling Service (Use CARL- Residential, Care &amp; Health)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Office</li> <li><input type="checkbox"/> Service Organization (Use CARL- Residential, Care &amp; Health)</li> </ul>



<p><b>PERSONAL SERVICE GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Beauty and Body Service</li> <li><input type="checkbox"/> Funeral Home (Use CARL- Commercial)</li> <li><input type="checkbox"/> Information and Service Provider</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Personal Apparel Service (Use CARL- Commercial)</li> <li><input type="checkbox"/> Pet Care Service</li> <li><input type="checkbox"/> Photographic Studio</li> <li><input type="checkbox"/> Print Centre</li> </ul>
<p><b>PRODUCTION GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Animal Feed Processor – Class 1 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Animal Feed Processor – Class 2 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Artist’s Studio (Use CARL- Industrial)</li> <li><input type="checkbox"/> Asphalt, Aggregate and Concrete Plant (Use CARL- Industrial)</li> <li><input type="checkbox"/> Brewery and Distillery – Class 1 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Brewery and Distillery – Class 2 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Contractor’s Shop – Class 1 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Contractor’s Shop – Class 2 (Use CARL- Industrial)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Food and Beverage Processor – Class 1 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Food and Beverage Processor – Class 2 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Manufacturer – Class 1 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Manufacturer – Class 2 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Manufacturer – Class 3 (Use CARL- Industrial)</li> <li><input type="checkbox"/> Metal Fabricator (Use CARL- Industrial)</li> <li><input type="checkbox"/> Motion Picture Production Facility</li> <li><input type="checkbox"/> Printing, Publishing and Distributing (Use CARL- Industrial)</li> <li><input type="checkbox"/> Specialty Food Store (Use CARL- Industrial)</li> </ul>
<p><b>RESIDENTIAL GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assisted Living (Use CARL- Residential, Care &amp; Health)</li> <li><input type="checkbox"/> Dwelling Unit (Use CARL- Residential, Care &amp; Health)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Hotel (Use CARL- Residential, Care &amp; Health)</li> <li><input type="checkbox"/> Live Work Unit (Use CARL- Residential, Care &amp; Health)</li> <li><input type="checkbox"/> Temporary Shelter (Use CARL- Residential, Care &amp; Health)</li> </ul>
<p><b>SALES GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Auction Market – Other Goods (Use CARL- Commercial)</li> <li><input type="checkbox"/> Auction Market – Vehicles and Equipment</li> <li><input type="checkbox"/> Convenience Food Store (Use CARL- Commercial)</li> <li><input type="checkbox"/> Financial Institution Large (Use CARL- Commercial)</li> <li><input type="checkbox"/> Vehicle Sales (Use CARL- Automotive)</li> <li><input type="checkbox"/> Liquor Store (Eating and Drinking CARL)</li> <li><input type="checkbox"/> Market (Use CARL- Commercial)</li> <li><input type="checkbox"/> Pawn Shop</li> <li><input type="checkbox"/> Recreation Vehicle Sales (Use CARL- Automotive)</li> <li><input type="checkbox"/> Restored Building Products Sales Yard (Use CARL- Commercial)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Retail Garden Centre (Use CARL- Commercial)</li> <li><input type="checkbox"/> Retail Store</li> <li><input type="checkbox"/> Supermarket (Use CARL- Commercial)</li> <li><input type="checkbox"/> Temporary Residential Sales Centre (Use CARL- Commercial)</li> <li><input type="checkbox"/> Vehicle Rental – Major (Use CARL- Automotive)</li> <li><input type="checkbox"/> Vehicle Rental – Minor (Use CARL- Automotive)</li> <li><input type="checkbox"/> Vehicle Sales – Major (Use CARL- Automotive)</li> <li><input type="checkbox"/> Vehicle Sales – Minor (Use CARL- Automotive)</li> <li><input type="checkbox"/> Video Store (Use CARL- Commercial)</li> </ul>
<p><b>STORAGE GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Distribution Centre (Use CARL- Industrial)</li> <li><input type="checkbox"/> Equipment Yard (Use CARL- Industrial)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Freight Yard (Use CARL- Industrial)</li> <li><input type="checkbox"/> Self Storage Facility (Use CARL- Industrial)</li> <li><input type="checkbox"/> Warehouse – Storage Only (Use CARL- Industrial)</li> </ul>
<p><b>SUBORDINATE USE GROUP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Accessory Food Service</li> <li><input type="checkbox"/> Accessory Liquor Service (Use CARL- Commercial)</li> <li><input type="checkbox"/> Bed and Breakfast</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Columbarium</li> <li><input type="checkbox"/> Custodial Quarters</li> <li><input type="checkbox"/> Proshop</li> <li><input type="checkbox"/> Seasonal Sales Area (Use CARL- Commercial)</li> </ul>

**TEACHING AND LEARNING GROUP**

- Instructional Facility – Inside  
(Use CARL- Residential, Care & Health)
- School– Private  
(Use CARL- Residential, Care & Health)

- School Authority– School  
(Use CARL- Residential, Care & Health)
- School Authority Purpose– Major
- School Authority Purpose– Minor
- Post-secondary Learning Institution

**Please identify and provide justification for items that do not comply with Council approved policies, bylaw standards, or technical guidelines. Attach a separate sheet, if necessary.**

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**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
(Confirming that all required information has been provided and is correct)

**Screened by** \_\_\_\_\_ **Date** \_\_\_\_\_

For Further Information:

**The City of Calgary**

Development & Building Approvals (#8108)  
3rd floor, Calgary Municipal Building  
800 Macleod Trail SE, Calgary, Alberta T2P 2M5

**8:00 a.m. to 4:30 p.m. Monday – Friday**

**Phone (403) 268-5311 or visit our Web site - [www.calgary.ca/dba](http://www.calgary.ca/dba)**

Checklists are updated periodically. Please ensure you have the most recent edition.

