

## Development Permit Application Requirement List:

### HOUSE SUITES

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 (including attached/detached garages), **label stalls for principal dwelling and secondary suite**
- Location of the entrance to the secondary suite
- All easements and right-of-ways shown and labelled
- Location of retaining walls (if present or required)
- Location and width of hard surfaced walkway between the parking associated with the secondary suite, and the entrance of the same
- Location and labelling of all abutting streets, lanes, highways, road right-of-ways, and sidewalks

**2. Color photos of all four sides of the house.**

**3. Building Floor Plan which shall include:**

- Room dimensions
- Proposed use of each room
- Total area of developed space

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

**5. Letter of Intent providing a detailed description of the proposed development.**

### 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.)