

To help expedite processing your application, the submission of this form using the fillable fields is greatly appreciated. The submission of scanned or photographed application forms with handwritten information may slow the processing of your application. **All applications shall be submitted electronically via email to planning@canmore.ca.**

PROPERTY INFORMATION	
Municipal Address	
Legal Address	Existing Use of Land/Building
Lot/Unit: Block: Plan:	

DEVELOPMENT INFORMATION			
Please indicate which checklist you have referenced to form this submission:			
Proposed Development/Use(s)			
Total Proposed Gross Floor Area (m ²)	Number of Residential Units	Number of Commercial Units	Property Size (Hectares). New construction <u>only</u> .
Will the project require a future Subdivision or Condominium Plan to create separate unit titles? YES NO			

PUBLIC TREE DISCLOSURE	
Is there existing Town Trees (Public Tree) within 6m of the construction area, this would include the "Road Right-of-Way" between the private property line and roadway?	YES NO
<p>If yes, a Tree Protection Plan Agreement is required to be submitted as part of this application. For more information on the requirements of submitting your Tree Protection Plan Agreement or obtaining a Tree Assessment for the removal of a Town Tree, please contact the Town of Canmore Parks Department at 403.678.1599 or Parks@canmore.ca.</p> <p>Additional information regarding the Town of Canmore Tree Protection Bylaw can be found on the Town Website.</p>	

APPLICANT INFORMATION	
Name	Phone
E-mail	
Mailing Address	

OWNER INFORMATION (if different than applicant)	
Name	Phone
E-mail	
Mailing Address	

DECLARATION

I,/We declare that I am/We are the owner of the land described above or authorized to act on behalf of the registered owner(s). I/We have reviewed all of the information supplied to the Town with respect to an application and it is true and accurate to the best of my/our knowledge. I/We understand that the Town of Canmore will rely on this information in its evaluation of the application. Any decision made by the Town of Canmore based on inaccurate information may be cancelled at any time. I/We give authorization for electronic communication, using the email provided on this application form.

By signing below, I/We confirm to have carefully read this declaration and agree to the terms within.

Signature of Applicant	Date
Signature of Owner	Date

FOIP Notification: This personal information is being collected under the authority of the Municipal Government Act (MGA) and in the Freedom of Information and Protection of Privacy Act (FOIP) and is managed in accordance with the provisions of FOIP. If you have any questions about the collection of your personal information, contact the Municipal Records Officer at municipal.clerk@canmore.ca. **Please note, the Municipal Clerk's Office should *only* be contacted regarding FOIP inquiries.**

PAYMENT

Until the applicable permit fees have been paid in full to the Town of Canmore, the Town will not commence the review of your application. Town staff will contact you upon receipt of the application to arrange for the applicable fee(s) to be paid.