

DIGITAL PLAN SUBMISSIONS

Area Structure & Redevelopment Plans



Digital plans are required as part of any Area Structure/Redevelopment Plan applications.

Submissions

- All plans for ASPs or ARPs should be emailed to planapp_drawings@st-albert.net where they will be received by the Planning Manager and the Planning Technicians.
- All digital drawings must be in AutoCAD dwg format, in their true scale.
- In addition to the AutoCAD dwg file, an accompanying pdf, jpg or tiff of the plan is required.
- A disc (CD or DVD) with the AutoCAD files may be provided as an alternative to an e-mailed submission.
- If using software other than AutoCAD, please contact the Planning Techs prior to submission.

Digital Plan Standards

- All plans submitted must be spatially referenced in 3TM NAD83 CM114 degrees West longitude, bearings grid.
- AutoCAD linework must be delineated by layers (preferably), or by object properties (colour or line weight), to clearly define the following:
 - ASP Boundary
 - Municipal Reserve (MR)
 - Environment Reserve (ER)
 - Public Utility Lots (PUL)
 - Storm Water Management Facility
 - Trails
 - School Sites
 - Arterial Roadways
 - Collector Roadways
 - Local Roadways
 - Future Land Use Categories
 - Existing Base/Parcel Linework
- AutoCAD layers must be logically named
- Dimensions must match linework
- Linework must be clean (GIS ready) using Drawing Clean Up tools or equivalent within AutoCAD (no duplicates, gaps, overshoots or undershoots).

Contacts for Digital Plan Submission Information

Planning Technicians:

Kim Hamson
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NOTE: The City of St. Albert Planning Technicians will determine if submitted digital plans meet the above requirements. If they do not, they will be returned to the applicant for adjustment and resubmission. If this is required, it may affect processing times of applications.