

Civic Address:

## INCOMPLETE SUBMISSIONS CANNOT BE ACCEPTED

The items stated below are minimum submission requirements for all agricultural alteration applications. For a complete list of submission requirements for your project, refer to the [Application Guide](#). Additional requirements may be identified during the subsequent application & plan reviews.

Required Documents:	Included
<b>Completed Application Form and Fees</b> – Application fees are due at application submission.	<input type="checkbox"/>
<b>Completed Letter of Authorization</b> – <u>Each</u> owner of the property must sign this form.	<input type="checkbox"/>
<b>2 Complete Sets of Drawings</b> to an appropriate scale ( <i>the maximum drawing size accepted is A1 or 24"x36"</i> ). <input type="checkbox"/> Floor Plans <input type="checkbox"/> Elevations <input type="checkbox"/> Cross Section	<input type="checkbox"/>
<b>PDF of Drawings</b> emailed to <a href="mailto:building-info@abbotsford.ca">building-info@abbotsford.ca</a> prior to or at time of application (re: address in subject line). File naming convention: unit number (if applicable), civic number and street name – ALL CAPS (e.g. 12 2345 EASY ST). <u>Failure to provide will result in your application being incomplete.</u> <b>*Note: Emails exceeding 10MB must be sent through <a href="mailto:eft.abbotsford.ca/dropoff">eft.abbotsford.ca/dropoff</a>*</b>	<input type="checkbox"/>