

March 3rd, 2025

Bulletin: Submission Process Expectations

Civil Land Development Services will be pursuing stricter adherence to the submission process outlined in the [2023 Town of Cochrane Requirements for Development](#).

This process change has been deemed necessary to improve communication and reduce handing time between the development community and the Town of Cochrane. As such, review of proposed subdivision phases will not commence until the following reports have been electronically submitted to the Proposed Subdivision Drawings & Reports SharePoint folder as a complete package. If you do not have an assigned SharePoint folder for your proposed subdivision, please contact CivilLandDevelopment@cochrane.ca. Individual reports, and incomplete packages will not be accepted. Please refer to the Requirements for Development for additional guidelines for each report.

The following documents **must** be electronically submitted:

- Engineering Drawings
- Stormwater Management Report
- Geotechnical Report(s)
- Erosion & Sediment Control Report
- Traffic Impact Assessment

Additional submissions may be required at the sole discretion of the Civil Land department including, but not limited to:

- Pond Reports
- Slope Stability Analysis Reports
- Deep Fill Reports
- Traffic Noise Analysis and Sound Attenuation Reports

For any questions, please contact CivilLandDevelopment@cochrane.ca.

Visit www.cochrane.ca/bulletins for more engineering bulletins.

Sincerely,



Drew Hyndman
Executive Director, Development & Infrastructure Services