

Development Concierge Service

The Development Concierge Service (DCS) is a complementary service that guides interested non-profits, community organizations and developers through every step of the process, from initial concepts to project completion. This service simplifies and speeds up select development and building processes involving market, attainable and transitional housing types.

Eligibility

The Development Concierge Service is available for projects that meet one of the following criteria: a residential or mixed-use building that contains at least four units of affordable non-market housing in any area of the city, or a residential or mixed-use building in downtown St. Albert.

For additional information, please contact:

City of St. Albert
Planning & Development
2nd floor, 5 St. Anne Street
St. Albert, AB T8N 3Z9

780-459-1642

development@stalbert.ca

Hours:
Monday–Friday
8 a.m. to 5 p.m.

December 2025

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Process & Eligibility Requirements



stalbert.ca

City of St. Albert Cultivate Life

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Pre-Application Services Offered

For applicants that don't yet have a location in mind, the DCS offers pre-application services that include:

- Reviewing proposals to determine requirements.
- Personalized guidance, streamlined coordination and expert support from initial concept to project completion.
- General information about federal, provincial and local funding opportunities.



Process

The Development Concierge Service supports applications that follow the City's Municipal Development Plan (MDP) and have an approved Area Structure Plan (ASP), as well as a Neighbourhood Plan (NP) where required. Preparing or amending broader planning documents such as the MDP, ASP, or NP is outside the scope of this service. Our focus is on guiding projects through Land Use Bylaw amendments (redistricting), subdivision, development permits, and building permits.

The planning, development & building process can involve many complex steps, which the DCS can help you navigate.

Step 1: Land Use Bylaw Amendments (Redistricting)
If applicable, submit amendment application for the Land Use Bylaw (LUB). This must be completed before lands can be subdivided.

Step 2: Subdivision Approval
If applicable, once any Land Use Bylaw amendment is approved, a subdivision application can be submitted if desired. This must be in place before development can proceed.

Step 3: Permits
Development Permit and Safety Code Permits can be applied for (e.g., building, electrical, plumbing).

Have a shovel-ready site? Start at Step 3 and apply for a Development Permit, followed by Safety Codes Permits.

