



Planning and Development Services

580 First Street SE
Medicine Hat, Alberta T1A 8E6

Phone: 403.502.8719
E-mail: pde@medicinehat.ca
www.medicinehat.ca

Requirements for External Technical Coordinating Committee (TCC) Submissions

The information collected below provides important information to ensure TCC members understand each submission.

Please note that the below information will be included in the email circulation to all TCC members.

Project Name:	<i>Project name here</i>
Background:	<i>Include short description of any background information that will aid departments in understanding the project.</i>
Previous Submissions:	<i>Outline any previous documents submitted and timeline</i>
List of Attached Documents:	<i>List any documents attached to be included in circulation.</i> <ul style="list-style-type: none">••

This information is to be provided in an email to the TCC Chair (ranbuc@medicinehat.ca) with attachments. If files are too large to be emailed, they may be uploaded to the City of Medicine Hat FTP site, please contact the TCC Chair for instructions on how to access the FTP site.