Kananaskis Improvement District

DEVELOPMENT PROCESS
FLOW CHART

KANANASKIS IMPROVEMENT DISTRICT

Government of Alberta
Tourism, Parks and Recreation

PLANNING PHASE

DEVELOPMENT IDEA

APPLICANT DISCUSES IDEA WITH LAND MANAGER TO ENSURE EXISTING / NEW DEVELOPMENT FALLS WITHIN TERMS AND CONDITIONS OF DISPOSITION. LAND MANAGER DECIDES IF **CONCEPTUAL PLAN** IS REQUIRED.

CREATE **CONCEPTUAL PLAN** (IF REQUIRED)

SUBMIT **CONCEPTUAL PLAN** TO LAND MANAGER

LAND MANAGER DOES NOT APPROVE

REVISE **CONCEPTUAL PLAN** OR WITHDRAW PROJECT

LAND MANAGER APPROVES IDEA IN CONCEPT AND DECIDES IF REVIEW BY KCICC IS REQUIRED.

NO REVIEW REQUIRED BY KCICC, LAND MANAGER PROVIDES **CONCEPTUAL PLAN** APPROVAL LETTER

LAND MANAGER SUBMITS **CONCEPTUAL PLAN** TO KCICC
(Kananaskis Country Interdepartmental Consultative Committee)

KCICC DOES NOT RECOMMEND

REVISE **CONCEPTUAL PLAN** OR WITHDRAW PROJECT

KCICC RECOMMENDS; LAND MANAGER RESPONDS BACK TO APPLICANT

CREATE **DETAILED PLAN**

CREATE **DEVELOPMENT APPLICATION PACKAGE**
(Including General Application Form and ALL items on Master Checklist)

SUBMIT COMPLETE **DEVELOPMENT APPLICATION PACKAGE** TO LAND MANAGER

LAND MANAGER DOES NOT APPROVE AND ADVISES APPLICANT

REVISE **DETAILED PLAN** AND **DEVELOPMENT APPLICATION PACKAGE** OR WITHDRAW PROJECT

LAND MANAGER APPROVES AND PROVIDES AN APPROVAL LETTER

PROCEED TO **DEVELOPMENT APPROVAL PHASE** AT TOP OF NEXT COLUMN

DEVELOPMENT APPROVAL PHASE

SUBMIT **DEVELOPMENT APPLICATION PACKAGE** TO DEVELOPMENT OFFICER
(Complete and final package must be received by 1st of month)

DEVELOPMENT OFFICER FINDS ERRORS OR OMISSIONS

REVISE DEVELOPMENT APPLICATION PACKAGE

DEVELOPMENT OFFICER FINDS NO ERRORS OR OMISSIONS

DEVELOPMENT APPLICATION PACKAGE PROCESSED AND SENT TO SDA MEMBERS FOR REVIEW 14 DAYS PRIOR TO MEETING
(Subdivision Development Authority)

SDA MEETING; **DEVELOPMENT APPLICATION PACKAGE** REVIEWED
(SDA meets 2nd Tuesday of each month)

SDA SENDS TO KCICC FOR **CONCEPT PLAN** REVIEW. SDA RESPONDS TO APPLICANT WITH PROCESS DIRECTION.
(KID LUO Section 57.)

SDA DOES NOT APPROVE

SDA APPROVES; POSSIBLY WITH CONDITIONS OF APPROVAL

REVISE **DEVELOPMENT APPLICATION PACKAGE** OR WITHDRAW PROJECT

DEVELOPMENT OFFICER ISSUES PERMIT, ADVERTISES DEVELOPMENT AND NOTICE OF DECISION IS PROVIDED TO APPLICANT WITH 21 DAY APPEAL PERIOD

APPEAL RECEIVED

NO APPEAL RECEIVED

SUBDIVISION DEVELOPMENT AND APPEAL BOARD HEARING AND DECISION

PERMIT REFUSED

REVISE DEVELOPMENT APPLICATION PACKAGE

PERMIT APPROVED AND ISSUED

DEVELOPMENT IS APPROVED TO PROCEED

CONSTRUCTION, INSPECTIONS AND PERMITTING
(Contact Superior Safety Codes and Kananaskis Emergency Services)

PROJECT COMPLETE WITHIN 365 DAYS OF DATE OF APPROVAL
(If an extension is required, applicant must apply with justification before the permit expires. A one-year extension may then be granted at the discretion of the KID.)

SUBMIT AS-BUILTS, FINAL REPORT, REAL PROPERTY REPORT & RECONCILIATION OF FEES

POST CONSTRUCTION REVIEW BY LAND MANAGER AND/OR KID DEVELOPMENT OFFICER

DEVELOPMENT COMPLETE

DETAILED INFORMATION ON PROCESS IS AVAILABLE WITHIN THE KANANASKIS IMPROVEMENT DISTRICT 'LAND USE ORDER'