



Stripping and Grading
Erosion and Sediment Control Plan
Drop Off Location

This bulletin outlines updates to the drop off process for Stripping and Grading Erosion and Sediment Control (ESC) Plans.

The **first** submission of all ESC Plans associated with stripping and grading, under a Development Permit or a Development Agreement, two copies of the ESC Application should be submitted to the **Calgary Municipal Building**. The ESC Plans will be transferred, by internal mail, to Water Quality Services (WQS). Once the ESC Plan has been received by WQS, the ESC Consultant, noted in Section 3.2 of the [ESC Application](#), will receive an email from the WQS Business Support Coordinator indicating the file has been checked into the queue.

Should a stripping and grading related ESC Plan require a **resubmission**, two copies of the ESC Plan must be submitted to Shipping and Receiving at the **Water Centre**. As with first submissions, the Business Support Coordinator will send an email to the ESC Consultant indicating the resubmission has been received by WQS.

The table, located on page 2 of the [Instruction Manual for Erosion and Sediment Control Plan Applications](#), will be updated on the next reiteration to read as follows:

Application Type	1st Submission	Resubmissions
Stripping and Grading Development Permits and Development Agreements	3rd Floor Counter, Municipal Building, 800 Macleod Trail SE	Shipping and Receiving Water Centre 625 25 Ave S.E.
Development Permits City Projects Circulation Drawings	Shipping and Receiving, Water Centre 625 25 Ave S.E.	Shipping and Receiving Water Centre 625 25 Ave S.E.



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This new process will create consistency for customer applying for stripping and grading projects, it will ensure applications meet the Complete Applications Requirement List (CARL), and it will establish a standardized process to ensure stripping and grading ESC applications are efficiently directed.

Should you have any questions please contact Nicole Sparks at Nicole.Sparks@calgary.ca.