



WATER RESOURCES, DEVELOPMENT APPROVALS – SUBMISSION PROCESS UPDATE: DEVELOPMENT APPROVALS MANAGEMENT SYSTEMS (DAMS) PHASE 2 RELEASE 1

Over the past number of years, The City of Calgary, Water Resources, Development Approvals (DA), has been continuously improving its processes to gain efficiencies and to provide enhanced customer service to the development industry. On February 1, 2013 Infrastructure Planning went live with the Development Approvals Management System (DAMS), which currently supports the reviews of E-CD and Subdivision Stormwater Management Report (SWMR) submissions. On June 3, 2014, DAMS Phase 2 Release 1 will be deployed, and with it additional efficiencies as follows:

- inclusion of the paper CD process, thereby providing auto-notifies to industry consultants the same as for the current E-CD process,
- differentiation between a paper or E-CD Pond submission, thereby allowing DA to inform Field Services of the Pond earlier within the process,
- and the addition of a Construction Drawing Screening process.

It is with the Construction Drawing Screening process where the most significant change will occur.

The Construction Drawing Screening process is a new way of doing business in Water Resources in support of our Development Approvals (DA) staff, as well as being a change requested by the development industry, and is based on two elements. The first element ensures that all documentation required for the review is received and complete. If the submission package is incomplete, and after courtesy reminders via auto-notifies, the Construction Drawing (CD) application will be rejected within 72 hours from Development Approvals. The applicant will be encouraged to resubmit the CD for review once a complete package can be provided **and if they have received a notification from The City advising them that their recent application has been RELEASED (from all other pertinent reviews), therefore making a new submission possible.** The second is the quality of the submission. If the quality of the submission is deemed to be sub-standard, the issue will be escalated to the DA Coordinators and Leader. Sub-standard submissions will be rejected without a review of the construction drawings. The POSSE system, as well as the internal Water Resources DAMS (Development Approvals Management System), will record the status of the application as “Rejected”. Industry consultants will receive an auto-notify of this status from DAMS.

Further enhancements are being made to DAMS that will facilitate the submission of SWMR reports via the VISTA submission site, in DAMS Phase 2 Release 2, which is tentatively scheduled for release in Q3 of this year.

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