



Calgary Approvals Coordination Bulletin Amendment July 19, 2022

Subject: Contacting Development Commitments regarding Overdue CD Circulations and Construction Permission Requests

In an effort to provide more timely responses to status requests for circulations and construction permissions that are **overdue** and/or not available on VISTA, Development Commitments will be centralizing responses for the remainder of the year.

Development Commitments will now address **overdue** project status requests once per week, per consultant, to reduce time spent responding to multiple individual requests. A project is considered **overdue** if the file has been with a review group for longer than five (5) working days beyond the expected timeline.

Typically, construction drawings are circulated for approximately 6 weeks and permissions are circulated for approximately 1.5 weeks. For more detailed breakdown on specialist and generalist review timelines please visit [Construction drawings - development \(calgary.ca\)](https://www.calgary.ca/construction-drawings-development)

You may compile and organize your list according to your preferred order of review by subdivision for **each** developer. Your application positions will continue to be queued on a first come first served basis, however the order in which you have listed your subdivisions to be reviewed under **each** developer will be prioritized. Prioritizing your projects for each developer will allow our team to attend to files that are of urgency and effectively communicate any challenges in a timely manner.

The following items must be included in your request:

1. CD#
2. Milestone that you are looking for an update on (CD Review Comments, Underground Permission and Surface Permission)
3. Consultant Project Manager Contact Name, Phone Number and Email Address
4. SB Approval Status
5. ESC Approval Status
6. SWMR Approval Status

Please collaborate with your teams and list all inquiries in a single email and send the request to urban@calgary.ca and copy kurtis.broeders@calgary.ca , olive.rutherford@calgary.ca and britta.vandenberg@calgary.ca.

Due to high volumes of intakes and inquiries, please allow our team at least two (2) working days for a reply on your weekly status update requests.

If your construction permission request is delayed due to your DA status, please continue to contact the area infrastructure strategist directly for updates.