

Development Proposals and Informal Discussion Policy.

This document is to clarify our policy with regards to informal discussions regarding development proposals. By ‘informal’ we mean discussions between staff and proponents that occur prior to the submission of a complete development permit or subdivision application with fee.

Comments from staff during informal discussions are meant to be **advisory only**, so as to assist proponents in understanding the application process, and, in identifying issues that may pertain to their proposal.

It is the proponent’s responsibility to have a thorough understanding of the municipality’s development policies and requirements as contained in the Official Community Plan, Zoning Bylaw and Subdivision Servicing Bylaw and to take these requirements into account when formulating their development proposal.

Staff will not undertake a thorough technical review of a development proposal until an application and fee is received. This technical review may identify additional information required to complete and or support the application. Only when a complete application has been deemed to be received, and the development proposal can be seen in its entirety, will staff endeavour to make decisions and formulate their position with respect to the various aspects of a development proposal. Staff reserves the right to identify new issues and requirements throughout the approval process and will not be fettered by comments made during ‘informal discussions’.

This policy is provided to development proponents to assist them in understanding the Village of Radium Hot Springs approval process.

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