



Mountain View
C O U N T Y

Procedure #6019-01

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Procedure Title: Administrative Subdivision and Development Approving Authority
Procedure No.: 6019-01
Approval: CAO
Effective Date: April 27, 2016
Supersedes Procedure No.: 6004-02 and ~~6002-02~~

1. Procedures

- 1.1 Pursuant to Bylaw No. 05/07 the Administrative Subdivision and Development Approving Authority (Administrative Authority) is authorised and assigned by Council to receive, consider and decide on applications for subdivision applications and development permits received by the municipality
- 1.2 The Administrative Authority shall hold meetings with the staff of Planning and Development as are necessary to fulfill the Administrative Authority responsibility.
- 1.3 Agendas for the meeting shall be generated before the scheduled meeting.
- 1.4 The meetings shall be in-camera.
- 1.5 The Administrative Authority shall be given the file and a verbal explanation of the application shall be given by technical officer processing the application or their designate.
- 1.6 The Administrative Authority shall sign an approval report with the listed conditions should the application be deemed to meet the statutory plans, Land Use Bylaw and policies of Mountain View County.
- 1.7 A list of the approved applications shall be forwarded to the next available Municipal Planning Commission as information.

End of Procedure