Victoria Airport Authority – PERMITTING PROCESS ROAD MAP **Building Permitting Development Permitting** Development Permit Preparation **Municipal Referral Period** ilding Permit Application, Review and Approvals **Construction Period Development Permit Approval** Occupancy Permitting Small Scope Incorporate Small Scope Recommendation Addresses **Building Permit** Occupancy Permit Letter of Building Municipality Municipal and Reports NAVCAN Permit Letter of Letter from **Building Permit** Environmental/ Occupancy Occupancy Prescreening Master Review Application Permit Permit Referral Letter Comments into Assurance Provided Line of Sight Assurance Review Application Permit Stormwater Application/ Checklist SSP-B Master Review Worksheet from VAA SSP-C DP Application | Requirements Consultant management Checklist Comments Provide Issue to BP Package to Receive DP Consultant DP Consultant/IP Sent ot Start VAA Information DP Package internal Commentary Municipality Conduct Applicant Consultant Second materials Review VAA to release Consultant First Jensenand DPA internal Issued to Meeting on Received from with Review Second Review and Prescreening Prescreening (review Summary First Review Compliance Hughes/ Required Package to Applicant Review Development compliance/ Municipality accompanying (Checklist with Review Recomm.to checklist with Submitted Consultant/ Consultants non Summary Letter applicant) VAA applicant) To VAA (File Opened) Client compliance V D U E Additional Additional Construction Additional Additional Additional Information Information Startup Information-**VAA Review** Information Requested Requested Inspections / Approval Approval Requested Requested **Project Changes** Town of Sidney Preconstruction Final VAA Pre Municipal VAA Condition Prescreening Development Occupanc Expression Approval Review Review Review Referral Checklist Permit Package **Application** Prepared and **Application** Interim Interest Submitted Completed District Submitted Package Occupancy CI Submitted Of North Application Changes Submission (90 Day Compliance **Construction and Commissioning Period** V (1 `~_____ Review Compliance with Development Permit— Key Stakeholders – Roles Agreement/ Registration V VAA Team Urban Systems Team – Planning or Civil Consulting Jensen-Hughes Team – Consultant/Independent Professional External Authorities – Federal/Provincial/Municipal/Trades Developer/Tenant Tenant - Consultants