

## **ARTICLE 5**

### **GUIDE TO DEVELOPMENT**

Appendix B is the Guide to Development, a brochure intended to provide an overview of each type of development request. Also included in Appendix B are checklists to assist applicants in their understanding of the procedural process of each request. The Guide to Development and checklists contain the Application and Review Schedule, a calendar of events which requires revision on an annual basis. So long as the Schedule does not vary in substance, but is revised simply to reflect a new calendar year, a formal text amendment process need not be required. Planning staff shall be responsible for distributing revised copies of the Guide to Development and checklists to Procedures Manual holders, as well as ensuring that copies are available to all members of the public.

It is important to note that the official procedural requirements are contained in the zoning and subdivision regulations themselves. The Guide to Development is a summary document intended to present the zoning and subdivision process in an easily understood format.

(This page left blank intentionally)