



**De-coupling of Erosion and Sediment Control Plans
From the VISTA Construction Drawing Package**

This bulletin outlines the new process to obtain Erosion and Sediment Control (ESC) Approval for ESC Plan Applications related to Construction Drawings. Following a successful pilot project, that tested a process designed to improve customer service and align with the outcomes of the Construction Drawing (CD) Continuous Process Improvement (CPI) Project, Stormwater Pollution Prevention (SPP), Water Resources will be de-coupling ESC Plans from the VISTA CD Circulation package.

Once de-coupled, ESC Plans will no longer be included within the digital CD submission package and will instead circulate as a separate paper submission directly to SPP. To submit a de-coupled ESC Plan, first obtain your CD number; this unique identifier will ensure that any ESC Approval is easily linked back to your CD file. Next, follow the application process as outlined on the [ESC Webpage](#) by clicking the Approvals link. Ensure you have included your CD number, email contact information and two complete copies of your ESC Plan.

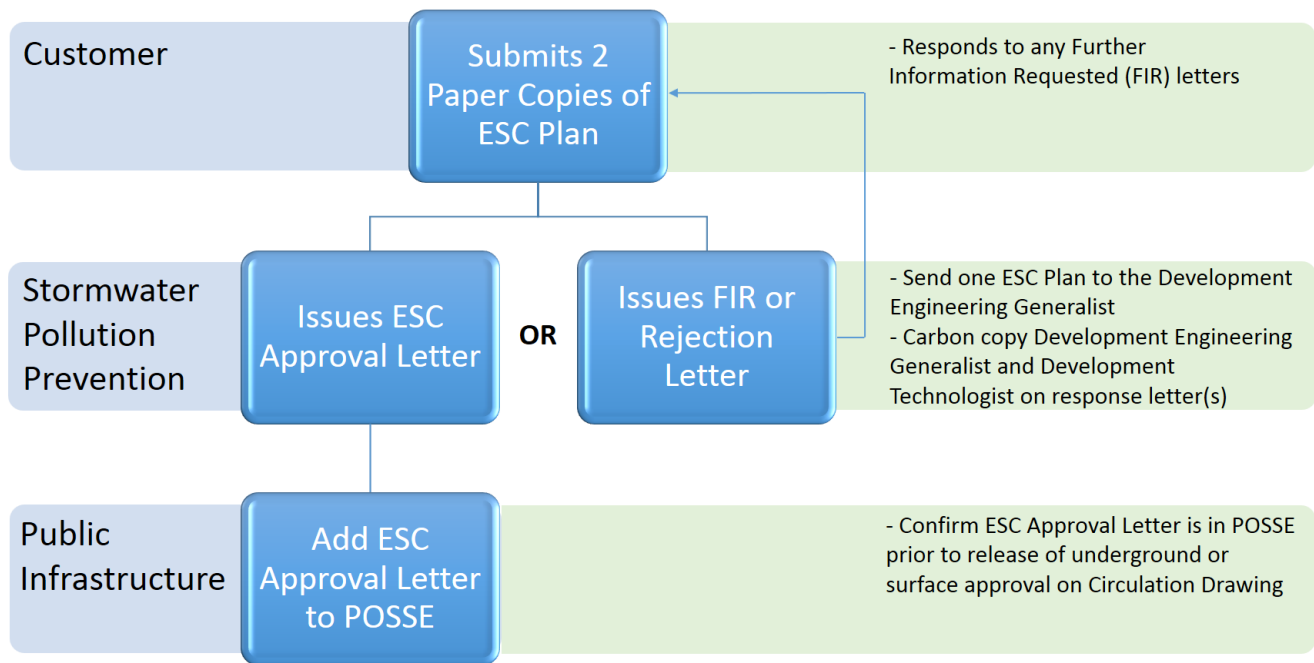
A transition period will allow applicants to utilize the existing submission system, if they choose, until they are more comfortable with this new process.

Timelines for implementation of this process will be as follows:

Transition Period	Full Implementation
May 1 – June 30, 2018	July 1, 2018
<p>Customer may submit</p> <p>2 Paper Copies of their Applications to: Shipping and Receiving Water Centre 625 25 Ave.SE</p> <p>OR</p> <p>Include their ESC submission with their CD Application through VISTA (Existing Process)</p>	<p>Customers must submit</p> <p>2 Paper Copies of their Applications to: Shipping and Receiving Water Centre 625 25 Ave.SE</p>



After completing an ESC Plan review, the ESC Specialists will email the outcome of the review to the applicant either in the form of a; rejection, Further Information Requested (FIR) letter or ESC Approval letter. The Development Technologist at Public Infrastructure and the Development Engineering Generalist with Water Resources will be carbon copied on these correspondences. Once the Development Technologist at Public Infrastructure has received a copy of an ESC Approval letter, they will upload this letter to the POSSE Construction Drawing file. The ESC Approval letter replaces the approval sign off that was previously located on the comments page of the digital Circulation Drawing package.



The new process is designed to create a more efficient customer experience that will allow for multiple ESC reviews to occur during the time it takes to conduct a single Construction Drawing circulation. This will increase the ability for customers to obtain construction approval on the first submission, reduce the number of comments on VISTA responses and align with the ESC review processes presently being used for all other development types.

Should you have any questions please contact Nicole Sparks at Nicole.Sparks@calgary.ca.