



Development Policy

Adopted date: Oct 26, 2022	Amended date: Jun 17, 2026	Next Review: 2029
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OBJECTIVE

This policy establishes how Van Anda Improvement District (VAID) will receive, review, and administer subdivision and development proposals that may affect or connect to the District's water system.

This policy is administrative in nature and supports consistent handling of applications. Substantive requirements for subdivision, development, water system construction, connection, inspection, and applicable charges are governed by VAID bylaws.

The Development Water Regulations Bylaw regulates subdivision and other land development proposed for connection to the District's water system.

The Water Distribution Regulation Bylaw regulates water distribution, service conditions, and enforcement.

The Bare-Land Strata Subdivision Water Regulations Bylaw regulates bare-land strata subdivision water servicing.

The Development Capital Expenditure Charge Bylaw fixes development capital expenditure charges and the time and manner of payment.

POLICY

All subdivision and development proposals are governed by applicable VAID bylaws, including:

- the Development Water Regulations Bylaw
- the Water Distribution Regulation Bylaw
- the Bare-Land Strata Subdivision Water Regulations Bylaw, where applicable
- the Development Capital Expenditure Charge Bylaw

Where this policy conflicts with a VAID bylaw, the bylaw prevails.

The Board of Trustees retains authority to approve, refuse, or impose conditions on development and subdivision proposals in accordance with applicable bylaws. The Development Water Regulations Bylaw states that the Trustees may refuse to approve proposed development where the proposal does not comply with applicable bylaws or where the District has insufficient water supply, unless the owner provides a reasonable proposal to increase supply capacity.

Staff and consultants may receive, organize, review, and administer development applications, but they do not have authority to approve development proposals unless expressly authorized by the Board.

SCOPE

This policy applies to:

1. Subdivision and development applications that may result in connection to the District's water system.
2. Bare-land strata subdivision proposals, where applicable.
3. Administrative handling of applications by the Board, Administrator, Fire Chief, and other designated personnel.

APPLICATION PROCESS

Applications must be submitted in the form and with the information required under the applicable bylaw. The Development Water Regulations Bylaw requires an application form, specified plans and information, and a development application fee.

Incomplete applications will not be processed until all required information has been provided. Schedule A to The Development Water Regulations Bylaw states that incomplete applications will not be processed until all required information is provided.

The Administrator will coordinate receipt of the application and may request additional information, plans, or supporting documents before the matter is brought forward for Board consideration. Schedule A to The Development Water Regulations Bylaw states that the application will be reviewed by the Board of Trustees and that additional or revised information may be requested.

REVIEW AND DECISION-MAKING

The Board of Trustees will review applications in accordance with applicable bylaws and any supporting professional or technical information received.

The Board may:

- approve the application
- refuse the application
- request further information
- require conditions to be satisfied before final approval

The Development Water Regulations Bylaw provides that the Trustees may refuse proposed development where it does not comply with applicable bylaws or where the District has insufficient water supply to serve the parcels to be created.

WORKS, CONNECTIONS, AND CHARGES

All requirements relating to:

- construction of water works
- standards and engineering requirements
- service connections
- inspection and right of access
- transfer of infrastructure
- connection charges
- development capital expenditure charges

are governed by applicable VAID bylaws and not by this policy.

- The Development Water Regulations Bylaw requires the owner to install all watermains, hydrants, meters, fittings, and appurtenances deemed necessary by District standards, at the owner's expense, and pay all engineering costs.
- The Water Distribution Regulation Bylaw regulates service conditions, restrictions, and enforcement relating to water distribution.
- The Development Capital Expenditure Charge Bylaw requires applicable capital expenditure charges to be paid at the time of approval of subdivision, water service, or addition of a parcel.

COMMUNICATION WITH APPLICANTS

Applicants will be advised in writing of:

- whether their application is complete
- whether additional information is required
- the Board's decision
- any conditions or next steps applicable under the bylaws

RELATED DOCUMENTS

- Development Water Regulations Bylaw
- Water Distribution Regulation Bylaw
- Bare-Land Strata Subdivision Water Regulations Bylaw
- Capital Expenditure Charge Bylaw
- Purchasing Policy
- Conflict of Interest Policy