STAGE 3: DEVELOPMENT PROPOSAL CIRCULATION (B) (SUB-COUNTY)

Any of the above Commenting/Clearance Authority makes detailed DP evaluation with respect to their mandates on the Built Environment. Comments, Clearance or Conditional Clearance endorsed in the CS

Authorised Officer enters comment(s) in the Circulation Sheet and returns to AO

Has the DP been cleared for Approval?

NO

YES

Authorised Officer enters Cleared DP in the Circulation Sheet and returns to AO

AO records the status of returned DPs in the respective Master Register and separates Cleared ones from Commented ones

Has the DP met all Statutory Requirements of the Kiambu County Government?

Not Cleared

Cleared

AO consolidates all comments into a letter for CSCPO signature and communicated to respective consultants. The DP is subjected to the re-circulation process for the outstanding comments. (A text message prompts the Consultant to collect Comments)

AO prepares Architectural and Planning Agenda Items in the prescribed Agenda Worksheet for onward transmission to County Director of Physical Planning (CDPP)