



## Development Permits

### What is a Development Permit?

A Development Permit (DP) may be required for:

- Protection of the natural environment (aquatic/terrestrial)
- Protection of development from hazardous conditions (wildfire/hillside)
- Form & Character of multiple family and commercial developments

The objectives, guidelines, and location of DP Areas are designated within each Official Community Plan (OCP) or the Joe Rich Rural Land Use Bylaw (RLUB).

Once a DP is issued, any development or construction on the property must conform to the specific conditions stated in the DP.



For example, a DP can impose additional restrictions and conditions such as requiring:

- Areas of land that must remain free of development
- Natural features or areas be preserved, protected, or restored
- Habitat enhancement or restoration
- Watercourse dedication
- Floodplain setbacks and flood construction levels
- Certain building forms, materials, siting, and servicing
- Protection measures such as erosion and drainage control
- Restrictive covenants

A DP lapses if relevant construction has not substantially commenced within one year of its date of issuance.

### When is a DP Application Required?

The Regional District has four OCPs and the Joe Rich RLUB that indicate the conditions under which a DP is required. If required, an approved DP is needed prior to obtaining a

building permit or prior to subdivision. In some cases, such as properties with streams and riparian areas, a DP is required prior to any site disturbance.

### How is an Application Made?

The Regional District has application packages that outline the required information, drawings, and fees. It is important to make an appointment with staff before submitting a formal application to review requirements and receive additional information. This will ensure a complete application and prevent any unnecessary delays.

It is important to remember that submitting an application does not guarantee approval.

### Application Costs

Typical costs associated with a DP application are:

- Application fees
- Any documents/plans necessary to complete application requirements, such as legal surveys, site plans, building elevations, landscape plans, drawings,

- or professional studies/reports
- Any legal fees associated with the application
- Bonding (security deposit)

### Technical Documents

Depending on the proposal, the following technical information may need to be provided by qualified professionals:

- Geotechnical Study
- Environmental Impact Assessment
- Wildfire Hazard Assessment
- Storm Water Management and Drainage Plans
- Groundwater Management Assessments
- Flood Protection Measures
- Visual Quality Assessments
- Traffic Impact and Pedestrian Safety Studies
- Water and Wastewater Servicing Reports
- Sediment, Erosion, and Drainage Control Plan

### Bonding (Security Deposit)

When landscaping and/or remedial work is a condition of the DP, the owner or agent shall provide a security deposit in the amount of 125% of the estimated cost of the prescribed works (including monitoring), prior to issuance of the DP. The amount shall be determined by the qualified professional preparing technical reports for the application.

### Public Input

The Regional District has three (3) advisory groups, which provide comments on various applications. These comments are considered when making a decision by the Regional Board.

Members of an advisory group are appointed by the Regional Board based on their background of civic activity, interest or expertise.

Applications may be referred to one or more of the following advisory groups:

- Advisory Planning Commission
- Agricultural Advisory Commission
- Environmental Advisory Commission

### How Long does the Application Process Take?

DP applications typically take 6 to 8 weeks to proceed through the evaluation and approval process.

Please note, additional information may be requested during the process, which may increase the application processing time. If Regional Board Review is required for the application, the process will be longer.

### The DP Process

#### Discuss the Proposal with Staff

Staff will provide application forms and information.

#### Preliminary Design Discussion

Discuss initial ideas and drawings with staff in order to better understand the requirements and expectations.

#### Submit a Complete Application

Staff reviews the application for complete information.

#### Application Reviewed

Staff, relevant agencies, and public advisory commission(s) are asked to provide comments on the proposal. Staff then prepares a report to the Regional Board or Director of Community Services for their consideration.

#### Consideration of the DP Application by Either the Regional Board or Director of Community Services

- Approve the DP with conditions
- Not approve the DP
- Defer a decision pending more information or clarification

#### If Approved, the DP is Officially Granted

- The DP will contain certain requirements and specifications that the development must meet. The applicant is notified and the Regional District registers the DP on the title of the affected property
- If applicable, the applicant can now proceed to the Building Permit application process