

Development Permit Guide page.

Depending on your project, more information may be required.

Change of use, change in intensity of use

- 1) Fill out the Development Permit and attach letter describing the current or previous use (if known) and detailed description of the new use.

Permitted Developments

- 1) Fill out the Development Permit
- 2) Include drawing of a site plan showing:
 - a. Property lines with dimensions, location of streets.
 - b. Location and size of all proposed and existing buildings and structures
 - c. Distance from property line to current and proposed buildings

**Drawings may be hand drawn or computerized. They must be understandable without verbal explanation. Your application will not be considered if drawings are not legible.

Discretionary uses:

- 3) If your project is a discretionary use, complete the **permitted development** section and:
 - d. Location and dimensions of off-street loading and parking area(s).
 - e. Utility lines, easements, topographic features.
 - f. Proposed site drainage and finished lot grades.
 - g. Location of septic disposal systems and water supply (if applicable).
 - include a detailed letter describing the intended use(s) and proposed development to occur on the property

For those applying for a discretionary use in the M2 - Industrial District, refer to Section 6.11.5 of the Zoning Bylaw for other application requirements.

Landscaping:

If your development requires landscaping provide:

- h. Landscape plan as required in Section 4.14 of the zoning bylaw.

Depending on the location or nature of a proposed development, a geotechnical, hydrological, heritage, environmental, or traffic impact assessment report(s) may be required once the application is reviewed.