**FRASER VALLEY REGIONAL DISTRICT**
**BYLAW NO. 1831, 2026**

**A bylaw to establish procedures for permit applications and applications to amend zoning and Official Community Plan bylaws**

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**WHEREAS** the Board of Directors of the Fraser Valley Regional District ("the Board") has adopted Official Community Plans and Zoning Bylaws;

***WHEREAS*** the Board must define procedures under which an owner of land may apply for amendments to Official Community Plans, Zoning Bylaws and permits under Part 14 of the Local Government Act;

**THEREFORE,** the Board of Directors of the Fraser Valley Regional District enacts as follows:

## 1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026.*

## 2) APPLICATION

2.1 This bylaw shall be applicable within the Electoral Areas of the Fraser Valley Regional District.

2.2 This bylaw applies to:

a) applications to amend:
   i. an Official Community Plan; and
   ii. a Zoning Bylaw.

b) applications for:
   i. development permits;
   ii. development variance permits; and,
   iii. temporary use permits.

## 3) DEFINITIONS

3.1 In this bylaw:

"amendment" means an application to amend:
a) an Official Community Plan; or
b) a Zoning Bylaw.

"applicant" means the owner of land, or a person authorized in writing by the owner, who submits an application under this bylaw.

"application" means an application submitted under this bylaw for:

a) an amendment; or
b) a permit.

"Board" means the Board of Directors of the Fraser Valley Regional District.

"Cultus Lake Park" means the lands identified in the Cultus Lake Park Act as forming Cultus Lake Park.

"Delegate" means the Director of Planning and Development or the Electoral Area Services Committee, as the context requires.

"Director of Planning and Development" means the Fraser Valley Regional District Director of Planning and Development or, in the Director's absence, the Deputy Director of Planning or the Manager of Planning.

"Electoral Areas" means Electoral Areas A, B, C, D, E, F, G and H of the Fraser Valley Regional District.

"Electoral Area Services Committee" means the standing committee of the Board comprised of the Electoral Area Directors.

"Form and Character Development Permit" means a Development Permit issued within a Development Permit Area designated under section 488(1)(e), (f), or (g) of the Local Government Act.

"Local Government Act" means the Local Government Act, R.S.B.C. 2015, c. 1, as amended or replaced from time to time.

"Minor Variance" means a Development Variance Permit application that satisfies the eligibility criteria established in section 4.4 of this bylaw.

"permit" means:

a) a Development Permit;
b) a Development Variance Permit; or
c) a Temporary Use Permit.

"Regional District" means the Fraser Valley Regional District.

"Zoning Bylaw" means a zoning bylaw adopted by the Regional District under the Local Government Act.

## 4) PROCEDURES & REGULATIONS

### 4.1 Applications & Fees

4.1.1 Applications for an amendment or a permit shall be made by the owner of the land involved or by a person authorized by the owner in writing.

4.1.2 Every application for an amendment or a permit shall be in writing and shall contain:

a) a completed application form in the form prescribed by the Regional District along with any supplementary information required by the Regional District; and,

b) an application fee as set out in the Fraser Valley Regional District Development Application Fees Bylaw as it exists from time to time.

4.1.3 The application fee includes the cost of public notice and, where required, mailing or digital distribution of notices for one public hearing. Where more than one public hearing is held, the applicant shall pay all costs associated with the second and any subsequent public hearings, including any required mailing or digital distribution of notices, facility rental and staff overtime, unless the Board or the Director of Planning and Development determines otherwise.

4.1.4 Where a public information meeting is required, the applicant shall pay all costs associated with the public information meeting, including any required public notice, mailing or digital distribution of notices, facility rental and staff overtime, in addition to the application fee, unless the Board or the Director of Planning and Development determines otherwise.

### 4.2 Board Consideration

4.2.1 The Board will consider and decide all applications, permits, approvals, and any related procedural determinations expressly assigned to the Board under this bylaw, unless delegated to the Electoral Area Services Committee or the Director of Planning and Development.

4.2.2 Without limiting section 4.2.1, the following matters are reserved to the Board:

a) Applications to amend:

i. an Official Community Plan;

ii. a Zoning Bylaw;

b) applications for a Temporary Use Permit;

c) applications for a Development Variance Permit, except an application that meets the criteria for a Minor Variance and is delegated to the Director of Planning and Development;

d) any application or matter referred to the Board by the Director of Planning and Development in accordance with this bylaw;

e) any request for reconsideration of a Development Permit decision where reconsideration by the Board is provided for under this bylaw; and

f) any request for reconsideration of a Development Variance Permit for a Minor Variance decision where reconsideration by the Board is provided for under this bylaw.

4.2.3 For every application considered by the Board, the Board must consider a staff report and the recommendations of the Electoral Area Services Committee. The report must contain, as applicable:

a) a copy of the completed application;

b) staff recommendations respecting the application;

c) where the application is for an amendment and staff recommend first reading or adoption of an amendment bylaw, a copy of the draft amendment bylaw, except that where staff recommend against approval of the amendment bylaw, a copy of the draft amendment bylaw need not be attached to the report, although staff may attach a draft bylaw for information purposes;

d) where the application is for a permit and staff recommend issuance of the permit, a copy of the draft permit; except where staff recommend against issuance of the permit, a copy of the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;

e) a statement of the amount of any proposed security to be posted by the permittee, if any; and

f) any additional relevant information.

4.2.4 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of an amendment application:

a) give readings to or adopt the bylaw;

b) give readings to or adopt the bylaw as amended by the Board in its resolution;

c) refer the application to the Electoral Area Services Committee for further consideration;

d) refer the application for additional information or further staff review;

e) defer consideration of the application to a future meeting of the Board; or

f) refuse the application.

4.2.5 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of a permit application or other matter reserved to the Board under this bylaw:

a) authorize issuance or approval;

b) authorize issuance or approval as amended by the Board in its resolution;

c) impose terms and conditions authorized by law, including requiring security, undertakings, or the registration of agreements, where applicable;

d) refer the application or matter to the Electoral Area Services Committee for further consideration;

e) refer the application or matter for additional information or further staff review;

f) defer consideration of the application or matter to a future meeting of the Board; or

g) refuse the application or request.

## 4.3 Delegated Authority

4.3.1 The Board delegates authority to consider and decide the matters set out in this section to the Electoral Area Services Committee or the Director of Planning and Development, as the case may be, in accordance with the provisions of this bylaw.

4.3.2 The Electoral Area Services Committee is delegated the authority to consider and decide applications relating to Form and Character Development Permits.

4.3.3 The Director of Planning and Development is delegated the authority to consider and decide:

a) Development Permit applications, except:

i. applications relating to Form and Character Development Permits;

ii. applications that must be considered as a Development Variance Permit under this bylaw; and

iii. applications otherwise required by this bylaw to be considered by the Board

b) Development Variance Permit applications that meet the Minor Variance eligibility criteria established by this bylaw.

4.3.4 The Delegate considering an application under this section shall consider a staff report for every application. The staff report must contain:

a) a copy of the completed application;

b) staff recommendations regarding the proposed permit;

c) where staff recommend issuance of a permit, a copy of the draft permit, except that where staff recommend against issuance of a permit, a copy of the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes; and,

d) a statement of the amount of any proposed security to be posted by the permittee, if any, and the rationale for the amount of security recommended.

4.3.5 Upon consideration of an application and review of the staff report, the Electoral Area Services Committee may:

a) authorize issuance of the permit;

b) authorize issuance of the proposed permit as amended by the Electoral Area Services Committee in its resolution;

c) defer consideration of the application to a future meeting of the Electoral Area Services Committee;

d) refer the application to the Board; or

e) refuse to authorize issuance of the permit.

4.3.6 Upon consideration of an application and review of the staff report, the Director of Planning and Development may:

a) issue the permit;

b) issue the permit subject to terms and conditions the Director of Planning and Development considers appropriate and that are authorized by law;

c) refer the application to the Board; or

d) refuse the permit.

4.3.7 The Director of Planning and Development will report annually to the Electoral Area Services Committee respecting issued or refused Development Permits and Development Variance Permits for a Minor Variance.

## 4.4 Development Variance Permit Applications for Minor Variances

4.4.1 A proposed variance is eligible to be considered as a Minor Variance only if it varies a provision of the applicable Zoning Bylaw respecting one or more of the following, and only if it does not exceed the limits set out below:

a) lot coverage limited to an increase of not more than 20% of the maximum permitted lot coverage;

b) setbacks limited to an increase or reduction of not more than 20% of the minimum or maximum setback distance established by the applicable Zoning Bylaw;

c) building height limited to an increase of not more than 10% of the maximum permitted height;

d) driveway width regulations limited to a reduction below the minimum required width, or an increase above the maximum permitted width of not more than 10%;

e) off-street parking and loading setbacks limited to a reduction of not more than 10% of the required setback; and

f) sign area limited to an increase of not more than 10% of the maximum permitted sign area.

4.4.2 Notwithstanding section 4.4.1, a proposed variance must not be considered a Minor Variance where:

a) the construction of the building or structure was commenced without a valid building permit, or was carried out contrary to an issued building permit; or

b) the Director of Planning and Development determines that the application raises broader planning, neighbourhood, public interest, policy, or governance considerations.

4.4.3 In deciding whether to issue a Development Variance Permit for a Minor Variance, the Director of Planning and Development must consider, but is not limited to, the following guidelines, and may assign such weight to each guideline as the Director considers appropriate having regard to the circumstances of the application:

a) whether the proposed variance is generally consistent with the relevant Official Community Plan and any other applicable Board-approved policy;

b) whether the proposed variance is reasonably justified by the circumstances of the site, the proposed development, or the nature of the regulation being varied;

c) whether the proposed variance maintains the general intent and purpose of the bylaw provision proposed to be varied;

d) whether the proposed variance is unlikely to result in significant adverse impacts on adjacent properties, neighbouring uses, or the surrounding area;

e) whether the proposed variance is unlikely to create or exacerbate a risk to public safety;

f) whether the proposed variance is unlikely to impose unreasonable additional servicing, infrastructure, administrative, or financial costs on the Regional District; and

g) whether any identified impacts can be adequately mitigated through permit conditions or other lawful measures available to the Regional District, including siting, design, screening, landscaping, or the registration of a covenant where appropriate.

## 4.5 Public Hearings

4.5.1 Subject to the Local Government Act, a public hearing is required before the Board may adopt:

a) an Official Community Plan bylaw; or

b) a Zoning Bylaw for which a hearing is required under the Local Government Act.

4.5.2 The Board may, by resolution, decide not to hold a public hearing in accordance with section 464(2) of the Local Government Act, where:

a) an Official Community Plan is in effect for the area that is the subject of the proposed Zoning Bylaw, and

b) the proposed Zoning Bylaw is consistent with that Official Community Plan.

4.5.3 The Board shall not hold a public hearing in respect of a proposed Zoning Bylaw where:

a) section 464(3) of the Local Government Act applies; or

b) section 464(4) of the Local Government Act applies.

4.5.4 Unless the Board otherwise appoints another director by resolution, the holding and chairing of a delegated public hearing is delegated to:

a) the Electoral Area Director for the Electoral Area in which the subject land is located, or

b) In the absence of the Electoral Area Director, the Chair of the Electoral Area Services Committee, or

c) In the absence of both the Electoral Area Director and the Chair of the Electoral Area Services Committee the Chair of the public hearing shall be appointed by the Board Chair.

4.5.5 The Chair of the public hearing may establish procedural rules for the conduct of the public hearing in accordance with the Local Government Act.

## 4.6 Public Information Meetings

4.6.1 The Board, the Electoral Area Services Committee or the Director of Planning and Development may require that an applicant hold a public information meeting prior to consideration of a Development Permit, a Development Variance Permit, a Temporary Use Permit, or a bylaw amendment.

4.6.2 Notwithstanding Section 4.6.1, the Board or the Director of Planning and Development must not require that an applicant hold a public information meeting for a proposed Zoning Bylaw amendment where a public hearing is prohibited pursuant to Section 464 (3), or Section 464 (4) of the Local Government Act.

4.6.3 The notice of a public information meeting held by the Regional District shall be mailed or distributed in the same manner as would be required for a public hearing; or, where the application is for a permit, in the same manner as if it were notice of a proposed Development Variance Permit or Temporary Use Permit, unless the requirement for the notice is waived by the Director of Planning and Development.

## 4.7 Notification

4.7.1 Where mailed or delivered notice is required pursuant to *the Local Government Act,* notice of the public hearing for an Official Community Plan, Zoning Bylaw, or notice of the date of the Board's deliberations for the issuance of a Development Permit, Development Variance Permit, or Temporary Use Permit, shall be mailed or otherwise delivered to the owner and occupiers of all parcels, any part of which is the subject of the bylaw alteration or the permit, or within the following distance from the part of the land that is subject to the bylaw alteration or permit:

a) For Zoning Bylaws, Official Community Plan Bylaws, and Temporary Use Permits, the minimum notice area is 150 metres;

b) For Development Variance Permits the minimum notice area is thirty (30) metres; and,

c) Where a public information meeting is required for a Development Permit, the minimum notice area is thirty (30) metres.

4.7.2 Notwithstanding Section 4.7.1(b), notification is not required for a Development Variance Permit for a Minor Variance issued by the Director of Planning and Development under this Bylaw.

4.7.3 Notwithstanding section 4.7.1, the Board, Electoral Area Services Committee or the Director of Planning and Development may, at their discretion, increase the notice area.

## 4.8 Signs

4.8.1 Where an application to amend a bylaw has been submitted, the applicant shall be required to post a sign on the land that is the subject of the amendment application, and the sign(s) shall be in accordance with the provisions of this bylaw.

4.8.2 Notwithstanding section 4.8.1 of this bylaw, the Director of Planning and Development may waive or modify the requirement to post a sign where it is determined that posting a sign is impracticable or unnecessary in the circumstances.

4.8.3 The sign(s) referred to in Section 4.8.1 shall be to the specifications determined by the Director of Planning and Development and shall contain:

a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

e) An outline map of the land subject to the application showing adjoining roads and a North arrow; and,

f) All sign(s) shall be installed in a sound manner and be capable of withstanding wind and weather. The sign(s) shall not interfere with pedestrian or vehicular traffic or obstruct visibility from streets or driveways so as to create a hazard.

4.8.4 The applicant shall place signage in accordance with the following requirements:

a) A minimum of one (1) sign shall be placed on the land that is the subject of an application, where the Regional District has received an application for amendment of the Official Community Plan map or zoning map designation of the land, or for an Official Community Plan or zoning text amendment that would alter the permitted use of or density on the land.

b) The sign shall be placed only on the land for which an application has been made, and not on other lands that will be affected by the bylaw amendment, but which are owned by persons other than the owner of the land under application.

c) The sign shall be placed on the subject land in a prominent location adjacent to a travelled, public highway to which the land abuts, in such a location that it is clearly visible from the public highway. Where the subject land does not abut a travelled, public highway, the sign shall be placed at a prominent location acceptable to the Director of Planning and Development.

4.8.5 Notwithstanding Sections 4.8.4 of this bylaw, the Board or the Director of Planning and Development may require the applicant to place more than one sign or may approve alternate locations for placement of signs which meet the intent of this bylaw.

4.8.6 The placement of the sign(s) shall be made by the applicant no later than ten (10) days prior to First Reading or as otherwise directed by the Director of Planning and Development.

4.8.7 Failure to place the sign(s) in accordance with this bylaw and within the time prescribed shall result in postponement of the applicable Board consideration, including any public hearing or Board meeting to consider the bylaw, and any additional costs incurred by the Regional District for notice, advertising, or rescheduling as a result of the postponement shall be the responsibility of the applicant.

4.8.8 The sign(s) shall be removed from the land within forty-eight (48) hours after the conclusion of the public hearing, or where a public hearing has been waived, forty-eight (48) hours after the meeting of the Board to consider third reading. Failure by the applicant to remove the sign(s) within the specified time will result in the Regional District, by its staff or others, undertaking the removal of same at the expense of the applicant.

## 4.9 Lapses, Changes, Reapplications and Decisions

4.9.1 Applications that have not been approved or refused twelve (12) months after the date the application was received, with the exception of bylaw amendments that have received third reading from the Board, may be deemed by the Director of Planning and Development to lapse and have no force and effect.

4.9.2 Where an applicant makes a significant change, such as a change in land use, to an amendment application after it has received first reading from the Board, the Board may refuse the original application for an amendment. The original application will be closed and the applicant must make a new application.

4.9.3 Re-application for a bylaw amendment or permit that has been refused shall not be considered within a six (6) month period immediately following the date of refusal.

4.9.4 Where an applicant intends to appeal the time limit for reapplication to the Board pursuant to Section 460(3) of the *Local Government Act,* the applicant shall submit, in writing, a detailed statement as to how the application differs in substance from that previously refused or why the time limit for the reapplication should be varied.

4.9.5 Written notice of a decision respecting an amendment or permit application shall be

delivered to applicant within thirty (30) days immediately following the date of the decision.

## 4.10 Reconsideration of Delegated Decisions

4.10.1 An applicant may request that the Board reconsider:

a) a decision of the Electoral Area Services Committee or the Director of Planning and Development respecting:

i. the issuance or refusal of a Development Permit; and

ii. a term or condition contained in a Development Permit

b) a decision of the Director of Planning and Development respecting:

i. the issuance, refusal, or conditions of a Development Variance Permit for a Minor Variance.

4.10.2 A request for reconsideration must:

a) be submitted in writing to the Corporate Officer;

b) be received within 30 days of the date of the decision;

c) include the date and nature of the decision;

d) include the reasons for reconsideration; and

e) state the decision sought.

4.10.3 Unless the Board determines otherwise, a request for reconsideration must relate only to matters that were before the Delegate at the time of the original decision.

4.10.4 A request for reconsideration will be considered by the Board at a regular Board meeting after the completed request is received, together with any supplementary information permitted by the Board and any report from the Director of Planning and Development.

4.10.5 Following reconsideration, the Board may:

a) confirm the decision of the Delegate;

b) vary the decision or any term, security, or condition of the permit; or

c) set aside the delegated decision and substitute its own decision.

## 5) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

## 6) REPEAL

The bylaw officially cited as *"Fraser Valley Regional District Development Procedures Bylaw No. 1377, 2016"* is hereby repealed.

## 7) READINGS AND ADOPTION

| | | | |
|---|---|---|---|
| READ A FIRST TIME THIS | 22nd | day of | October, 2026 |
| READ A SECOND TIME THIS | 22nd | day of | October, 2026 |
| READ A THIRD TIME THIS | 22nd | day of | October, 2026 |
| ADOPTED THIS | 22nd | day of | October, 2026 |

Chair/Vice-Chair

Corporate Officer/Deputy

## 8) CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026* as adopted by the Board of Directors of the Fraser Valley Regional District on October 22, 2026

Dated at Chilliwack, B.C. on October 22, 2026

Corporate Officer/Deputy

a) A minimum of one (1) sign shall be placed on the land that is the subject of an application, where the Regional District has received an application for amendment of the official community plan map or zoning map designation of the land, or for an official community plan or zoning text amendment that would alter the permitted use of or density on the land.
b) The sign shall be placed only on the land for which an application has been made, and not on other lands that will be affected by the bylaw amendment but which are owned by persons other than the owner of the land under application.
c) The sign shall be placed on the subject land in a prominent location adjacent to a travelled, public highway to which the land abuts, in such a location that it is clearly visible from the public highway. Where the subject land does not abut a travelled, public highway, the sign shall be placed at a prominent location acceptable to the Director of Planning and Development.
d) Notwithstanding Sections 4.12.4(a)- 4.12.4(c) of this bylaw, the Board or the Director of Planning and Development may require the applicant to place more than one sign or may approve alternate locations for placement of signs which locations meet the intent of this bylaw.

4.12.5 The placement of the sign(s) shall be made by the applicant no less than fourteen (14) days after submitting an application to amend a bylaw or land use contract.

4.12.6 Failure to place the sign(s) in accordance and within the time prescribed in this bylaw shall result in the postponement of the public hearing, and any costs incurred by the Regional District for public notification as a result of such postponement shall be the responsibility of the applicant.

4.12.7 The sign(s) shall be removed from the land within forty-eight (48) hours after the conclusion of the public hearing, or where a public hearing has been waived, forty-eight (48) hours after the meeting of the Board to consider third reading. Failure by the applicant to remove the sign(s) within the specified time will result in the Regional District, by its staff or others, undertaking the removal of same at the expense of the applicant.

4.13 Lapses, Changes, Reapplications and Decisions

4.13.1 Applications that have not been approved or refused twelve (12) months after the date the application was received, with the exception of bylaw amendments that have received third reading from the Board may be deemed by the Director of Planning and Development to lapse and have no force and effect.

4.13.2 Where an applicant makes a significant change, such as a change in land use, to an amendment application after it has received first reading from the Board, the Board may refuse the original application for an amendment. The original application will be closed and the applicant must make a new application.

4.13.3 Re-application for a bylaw amendment, land use contract amendment or permit that has been refused shall not be considered within a six (6) month period immediately following the date of refusal.

4.13.4 Where an applicant intends to appeal to the Board pursuant to Section 460(3) of the Local Government Act, the applicant shall submit, in writing, a detailed statement as to

how the application differs in substance from that previously refused or why the time limit for the reapplication should be varied.

4.13.5 Written notice of a decision respecting an amendment or permit application shall be mailed or otherwise delivered to applicant at the address provided on the application form forthwith and for certainty within thirty (30) days immediately following the date of the decision.

4.13 Reconsideration of Delegated Decisions

4.13.1 An applicant may request that the Board reconsider:
a) a decision of the Electoral Area Services Committee or the Director of Planning and Development respecting:
i. the issuance or refusal of a Development Permit; and
ii. a term or condition contained in a Development Permit; and
b) a decision of the Director of Planning and Development respecting the issuance, refusal, or conditions of a Development Variance Permit for a Minor Variance.

4.13.2 A request for reconsideration must:
a) be submitted in writing to the Corporate Officer;
b) be received within 30 days of the date of the decision;
c) include the date and nature of the decision;
d) include the reasons for reconsideration; and
e) state the decision sought.

4.13.3 Unless the Board determines otherwise, a request for reconsideration must relate only to matters that were before the Delegate at the time of the original decision.

4.13.4 A request for reconsideration will be considered by the Board at a regular Board meeting after the completed request is received, together with any supplementary information permitted by the Board and any report from the Director of Planning and Development.

4.13.5 Following reconsideration, the Board may:
a) confirm the decision of the Delegate;
b) vary the decision or any term, security, or condition of the permit; or
c) set aside the delegated decision and substitute its own decision.

5) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

6) REPEAL

The bylaw officially cited as “Fraser Valley Regional District Development Procedures Bylaw No. 1377, 2016” is hereby repealed.

7) READINGS AND ADOPTION

READ A FIRST TIME THIS day of
READ A SECOND TIME THIS day of
READ A THIRD TIME THIS day of
ADOPTED THIS day of

____

Chair/Vice-Chair Corporate Officer/Deputy

8) CERTIFICATION

I hereby certify that this is a true and correct copy of Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026 as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, B.C. on

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1831, 2026

A bylaw to establish procedures for permit applications and applications to amend zoning and official community plan bylaws

WHEREAS the Board of Directors of the Fraser Valley Regional District ("the Board") has adopted official community plans and zoning bylaws;

WHEREAS the Board must define procedures under which an owner of land may apply for amendments to official community plans, zoning bylaws and permits under Part 14 of the Local Government Act;

THEREFORE, the Board of Directors of the Fraser Valley Regional District enacts as follows:

1) CITATION

This bylaw may be cited as Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026.

2) APPLICATION

2.1 This bylaw shall be applicable within the Electoral Areas of the Fraser Valley Regional District.

2.2 This bylaw applies to:
a) applications to amend:
i. an official community plan;
ii. a zoning bylaw;
iii. a rural land use bylaw; and,
iv. a land use contract;

b) applications for:
i. development permits;
ii. development variance permits; and,
iii. temporary use permits.

3) DEFINITIONS

3.1 In this bylaw:

"amendment" means an application to amend:
a) an official community plan;
b) a zoning bylaw;
c) a rural land use bylaw; or,
d) a land use contract;

"Cultus Lake Park" means the lands identified in the Cultus Lake Park Act as forming Cultus Lake Park;

"Director of Planning and Development" means Fraser Valley Regional District Director of Planning and Development or, in the absence of the Director, the Deputy Director of Planning or the Manager of Planning;

“Delegate” means either the Director of Planning and Development or the Electoral Area Services Committee as the context requires.

"Electoral Areas" means Electoral Area "A", "B", "C", "D", "E", "F", "G", and "H" of the Fraser Valley Regional District;

"Electoral Area Services Committee" means the standing committee of the Board of Directors of the Fraser Valley Regional District comprised of the Electoral Area Directors;

"form and character" means development permit areas established pursuant to Sections 488 (1 )(e) through 488(1 )(f) of the Local Government Act;

"the Board" means the elected Board of Directors of the Fraser Valley Regional District; and,

"Regional District" means the Fraser Valley Regional District as described in its Letters Patent and amendments thereto.

4) PROCEDURES & REGULATIONS

4.1 Applications & Fees

4.1 .1 Applications for an amendment or a permit shall be made by the owner of the land involved or by a person authorized by the owner in writing.

4.1.2 Every application for an amendment or a permit shall be in writing and shall contain:
a) a completed application form in the form prescribed by the Regional District along with any supplementary information required by the Regional District; and,
b) an application fee as set out in the Fraser Valley Regional District Development Application Fees Bylaw as it exists from time to time.

4.1.3 The application fee includes the cost of public notice and, where required, mailing or digital distribution of notices for one public hearing. Where more than one public hearing is held, the applicant shall pay all costs associated with the second and any subsequent public hearings, including any required newspaper advertisement, digital distribution of notices, facility rental and staff overtime.

4.1.4 Where a public information meeting is required, the applicant shall pay all costs associated with the public information meeting, including any required public notice, mailing or digital distribution of notices, facility rental and staff overtime, in addition to the application fee.

4.2 Board Consideration

4.2.1 The Board will consider and decide all matters under this bylaw that are not expressly delegated to the Electoral Area Services Committee or the Director of Planning and Development.

4.2.2 Without limiting section 4.2.1, the following matters are reserved to the Board:
a) Amendments to:
i. an official community plan;
ii. a zoning bylaw;
iii. a rural land use bylaw; and
iv. a land use contract;
b) applications for a Temporary Use Permit;
c) applications for a Development Variance Permit, except for where a variance meets the criteria for a Minor Variance and is delegated to the Director of Planning and Development;
d) any application or matter referred to the Board by the Director of Planning and Development;
e) any request for reconsideration of a Development Permit decision where reconsideration by the Board is provided for under this bylaw; and
f) a request for reconsideration of a decision regarding a Development Variance Permit for a Minor Variance made by the Director of Planning and Development.

4.2.3 For every application considered by the Board, the Board must consider a staff report and the

recommendations of the Electoral Area Services Committee. The report must contain, as applicable:

a) a copy of the completed application;

b) staff recommendations respecting the application;

c) where the application is for an amendment and staff recommend first reading or adoption of an amendment bylaw, a copy of the draft amendment bylaw in hard copy or electronic format, except that where staff recommend against approval of the amendment bylaw, a copy of the draft amendment bylaw need not be attached to the report, although staff may attach a draft bylaw for information purposes;

d) where the application is for a permit and staff recommend issuance of the permit, a copy of the draft permit in hard copy or electronic format, except that where staff recommend against issuance of the permit, a copy of the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;

e) a statement of the amount of any proposed security to be posted by the permittee, if any;

f) the recommendations and resolutions of the Electoral Area Services Committee respecting the application; and

g) any additional relevant information provided by the Director of Planning and Development.

4.2.4 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of an amendment application:

a) give readings to or adopt the bylaw;

b) give readings to or adopt the bylaw as amended by the Board in its resolution;

c) refer the application to the Electoral Area Services Committee for further consideration;

d) refer the application for additional information or further staff review;

e) defer consideration of the application to a future meeting of the Board; or

f) refuse the application.

4.2.5 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of a permit application or other matter reserved to the Board under this bylaw:

a) authorize issuance or approval;
b) authorize issuance or approval as amended by the Board in its resolution;
c) impose terms and conditions authorized by law, including requiring security, undertakings, or the registration of agreements, where applicable;
d) refer the application or matter to the Electoral Area Services Committee for further consideration;
e) refer the application or matter for additional information or further staff review;
f) defer consideration of the application or matter to a future meeting of the Board; or
g) refuse the application or request.

4.3 Delegated Authority

4.3.1 The Board delegates authority to consider and decide the matters set out in this section to:
a) the Electoral Area Services Committee; and
b) the Director of Planning and Development.

4.3.2 For the purposes of this section, "form and character" has the meaning set out in this bylaw.

4.3.3 The Electoral Area Services Committee may consider and decide Development Permit applications relating to form and character.

4.3.4 Subject to this bylaw, the Director of Planning and Development may consider and decide:
a) Development Permit applications, except:
i. applications relating to form and character;
ii. applications reserved to the Board under section 4.2;
iii. applications that must be considered as a Development Variance Permit under this bylaw; and
iv. applications otherwise required by this bylaw to be considered by the Board; and
b) Development Variance Permit applications that meet the Minor Variance eligibility criteria established by this bylaw.

4.3.5 The Delegate considering an application under this section shall consider a staff report for every application. The staff report must contain, as applicable:
a) a copy of the completed application;
b) staff recommendations regarding the proposed permit;
c) where staff recommend issuance of a permit, a copy of the draft permit in hard copy or electronic format, except that where staff recommend against issuance of a permit, a copy of
the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;
d) a statement of the amount of any proposed security to be posted by the permittee, if any, and the rationale for the amount of security recommended; and
e) any additional relevant information provided by the Director of Planning and Development.

4.3.6 Upon consideration of an application and review of the staff report, the Electoral Area Services Committee may:
a) authorize issuance of the permit;
b) authorize issuance of the proposed permit as amended by the Electoral Area Services Committee in its resolution;
c) defer consideration of the application to a future meeting of the Electoral Area Services Committee;
d) refer the application to the Board for a decision; or

e) refuse to authorize issuance of the permit.

4.3.7 Upon consideration of an application and review of the staff report, the Director of Planning and Development may:
a) issue the permit;
b) issue the permit subject to terms and conditions the Director of Planning and Development considers appropriate and that are authorized by law;
c) refer the application to the Board; or
d) refuse the permit.

4.3.8 For certainty, nothing in this section requires the Electoral Area Services Committee or the Director of Planning and Development to issue a permit merely because an application
is eligible for delegated consideration.

4.3.9 The Director of Planning and Development will report annually to the Electoral Area Services Committee respecting issued or refused Development Permits and Development Variance
Permits for a Minor Variance.

4.4 Official Community Plan Amendment Applications

4.4.1 An application to amend an Official Community Plan is reserved to the Board and shall be considered and decided in accordance with section 4.2.

4.5 Zoning Amendment Applications

4.5.1 An application to amend a zoning bylaw is reserved to the Board and shall be considered and decided in accordance with section 4.2.

assign such weight to each guideline as the Director considers appropriate having regard to the

4.6 circumstances of the application.

Temporary Use Permit Applications

a) whether the proposed variance is generally consistent with the relevant Official Community Plan

4.6.1 An application for a Temporary Use Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2.

b) whether the proposed variance is reasonably justified by the circumstances of the site, the proposed development, or the nature of the regulation being varied;

4.7 c) whether the proposed variance maintains the general intent and purpose of the bylaw provision proposed to be varied;

Development Permit Applications

4.7.1 d) whether the proposed variance is unlikely to result in significant adverse impacts and is Subject to this bylaw, an application for a Development Permit may be considered and decided in accordance with section 4.2. compatible with neighbouring uses, or the surrounding area;

e) whether the proposed variance is unlikely to create or exacerbate a risk to public safety;

4.7.2 f) whether the proposed variance is unlikely to increase demand for additional services, An application for a Development Permit where the proposed development requires a variance to the Zoning Bylaw is reserved to the Board and shall be considered and decided in accordance with section 4.2, except where authority to consider and decide the application is expressly delegated to the Director of Planning and Development as a condition of a Development Permit.

infrastructure, or municipal costs to the Regional District; and

g) whether any identified impacts can be adequately mitigated through permit conditions or other lawful measures available to the Regional District, including siting, design, screening,

4.7.3 landscaping, or the registration of a covenant under section 4.7.2.

Development Variance Permits

4.8 An application for a Development Variance Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2.

4.8.1 An application for a Development Variance Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2, except where authority to consider and decide the application is expressly delegated to the Director of Planning and Development as a condition of a Development Variance Permit for a Minor Variance under this bylaw.

4.8.2 Where the Local Government Act provides that a public hearing is not required in respect of the proposed Zoning Bylaw, the Board may, by resolution, waive the holding of a public hearing only if it does not exceed the limits set out below:

a) lot coverage: an increase of not more than 20% above the maximum permitted lot coverage;

b) setbacks: where the Local Government Act provides 20% from the minimum setback specified in the applicable Zoning Bylaw, the Board may waive the holding of a public hearing in respect of a proposed Zoning Bylaw that does not exceed that 20%;

c) building height: an increase of not more than 10% above the maximum permitted height;

d) driveway width: an increase of not more than 10% above the maximum permitted width, or a decrease of not more than 10% below the minimum required width, of the driveway;

e) off-street parking and loading spaces: a decrease of not more than 10% of the required number of spaces; and

f) signage: an increase of not more than 10% above the maximum permitted sign area.

4.9 Public Hearings

4.9.1 Subject to the Local Government Act, a public hearing is required before the Board may adopt:

a) an Official Community Plan bylaw,

b) a zoning bylaw, or

c) a bylaw that would result in the removal of land from the Agricultural Land Reserve.

4.9.2 Where the Local Government Act provides that a public hearing is not required in respect of a proposed bylaw, the Board may waive the holding of a public hearing only if it does not exceed the limits set out below:

a) lot coverage: an increase of not more than 20% above the maximum permitted lot coverage;

b) setbacks: where the Local Government Act provides 20% from the minimum setback specified in the applicable Zoning Bylaw, the Board may waive the holding of a public hearing in respect of a proposed Zoning Bylaw that does not exceed that 20%;

c) building height: an increase of not more than 10% above the maximum permitted height;

d) driveway width: an increase of not more than 10% above the maximum permitted width, or a decrease of not more than 10% below the minimum required width, of the driveway;

e) off-street parking and loading spaces: a decrease of not more than 10% of the required number of spaces; and

f) signage: an increase of not more than 10% above the maximum permitted sign area.

4.9.3 Unless the Board directs otherwise, the Director may delegate the holding of a public hearing to the Chair of the Electoral Area Services Committee, in the absence of the Electoral Area Director.

4.9.4 Unless the Board directs otherwise, the Director may delegate the holding of a public hearing to another director by resolution, or the holding of a public hearing is delegated to the Chair of the Electoral Area Services Committee, in the absence of the Electoral Area Director.

4.8.3 Notwithstanding section 4.8.2, a proposed variance must not be considered a Minor Variance where:

a) the construction of the building or structure was commenced without a valid building permit, or was carried out contrary to an issued building permit; or

b) the Director of Planning and Development determines that the application raises broader planning, neighbourhood, public interest, policy, or governance considerations.

4.8.4 For certainty, compliance with the eligibility criteria in section 4.8.2 does not require the Director of Planning and Development to issue a Development Variance Permit for a Minor Variance.

4.8.5 In deciding whether to issue a Development Variance Permit for a Minor Variance, the Director of Planning and Development must consider the following guidelines, and may

4.9.5 If both the Electoral Area Director and the Chair of the Electoral Area Services Committee are unavailable, the Board Chair is delegated the authority to designate a person to hold and preside over the public hearing.

4.9.6 The person holding the delegated public hearing under sections 4.9.4 or 4.9.5 is the Chair of the public hearing.

4.9.7 The Chair of the public hearing may establish procedural rules for the conduct of the public hearing in accordance with the Local Government Act.

4.10 Public Information Meetings

4.10.1 The Board or the Director of Planning and Development may require that a public information meeting be held prior to consideration of a Development Permit, a Development Variance Permit, a Temporary Use Permit, a bylaw amendment and land use contract amendment.

4.10.2 The Board or the Director of Planning and Development may require that an applicant hold a public information meeting.

4.10.3 All costs for public information meetings shall be paid by the applicant.

4.10.4 The notice of a public information meeting held by the Regional District shall be mailed or distributed in the same manner as would be required for a public hearing; or, where the application is for a permit, in the same manner as if it were notice of a proposed Development Variance Permit or Temporary Use Permit, unless the requirement for the notice is waived by the Director of Planning and Development.

4.11 Notification

4.11.1 Where mailed or delivered notice is required pursuant to the Local Government Act, notice of the public hearing for an Official Community Plan, Zoning Bylaw, Land Use Contract, or Rural Land Use Bylaw, or notice of the date of the Board's deliberations for the issuance of a Development Permit, Development Variance Permit, or Temporary Use Permit, shall be mailed or otherwise delivered to the owner and occupiers of all parcels, any part of which is the subject of the bylaw alteration or the permit, or within the following distance from the part of the land that is subject to the bylaw alteration or permit:

a) For Zoning Bylaws, Official Community Plan Bylaws, Rural Land Use Bylaws, Land Use Contract Amendments and Temporary Use Permits, the minimum notice area is 150 metres;

b) For Development Variance Permits the minimum notice area is 30 metres; and,

c) Where a public information meeting is required for a Development Permit, the minimum notice area is 30 metres.

d) Notwithstanding Section 4.11.1(b), notification is not required for a Development Variance Permit for a Minor Variance issued by the Director of Planning and Development under this Bylaw.

4.11.2 Notwithstanding section 4.11.1, the Board, Electoral Area Services Committee or the Director of Planning and Development may, at their discretion, increase the notice area.

4.12 Signs

4.12.1 Where an application to amend a bylaw or land use contract has been submitted, the applicant shall be required to post a sign on the land that is the subject of the amendment application, and the sign(s) shall be in accordance with the provisions of this bylaw.

4.12.2 Notwithstanding section 4.12.1 of this bylaw, the Director of Planning and Development may waive or modify the requirement to post a sign where the Director determines that posting a sign is impracticable or unnecessary in the circumstances.

4.12.3 The sign(s) referred to in Section 4.12.1 shall be to the specifications determined by the Director of Planning and Development and shall contain:

a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District office;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

e) An outline map of the land subject to the application showing adjoining roads and a North arrow; and,

f) All sign(s) shall be installed in a sound workman-like manner and be capable of withstanding wind and weather. The sign(s) shall not interfere with pedestrian or vehicular traffic or obstruct visibility from streets or driveways so as to create a hazard.

4.12.4 The applicant shall place signage in accordance with the following requirements:

a) A minimum of one (1) sign shall be placed on the land that is the subject of an application, where the Regional District has received an application for amendment of the official community plan map or zoning map designation of the land, or for an official community plan or zoning text amendment that would alter the permitted use of or density on the land.
b) The sign shall be placed only on the land for which an application has been made, and not on other lands that will be affected by the bylaw amendment but which are owned by persons other than the owner of the land under application.
c) The sign shall be placed on the subject land in a prominent location adjacent to a travelled, public highway to which the land abuts, in such a location that it is clearly visible from the public highway. Where the subject land does not abut a travelled, public highway, the sign shall be placed at a prominent location acceptable to the Director of Planning and Development.
d) Notwithstanding Sections 4.12.4(a)- 4.12.4(c) of this bylaw, the Board or the Director of Planning and Development may require the applicant to place more than one sign or may approve alternate locations for placement of signs which locations meet the intent of this bylaw.

4.12.5 The placement of the sign(s) shall be made by the applicant no less than fourteen (14) days after submitting an application to amend a bylaw or land use contract.

4.12.6 Failure to place the sign(s) in accordance and within the time prescribed in this bylaw shall result in the postponement of the public hearing, and any costs incurred by the Regional District for public notification as a result of such postponement shall be the responsibility of the applicant.

4.12.7 The sign(s) shall be removed from the land within forty-eight (48) hours after the conclusion of the public hearing, or where a public hearing has been waived, forty-eight (48) hours after the meeting of the Board to consider third reading. Failure by the applicant to remove the sign(s) within the specified time will result in the Regional District, by its staff or others, undertaking the removal of same at the expense of the applicant.

4.13 Lapses, Changes, Reapplications and Decisions

4.13.1 Applications that have not been approved or refused twelve (12) months after the date the application was received, with the exception of bylaw amendments that have received third reading from the Board may be deemed by the Director of Planning and Development to lapse and have no force and effect.

4.13.2 Where an applicant makes a significant change, such as a change in land use, to an amendment application after it has received first reading from the Board, the Board may refuse the original application for an amendment. The original application will be closed and the applicant must make a new application.

4.13.3 Re-application for a bylaw amendment, land use contract amendment or permit that has been refused shall not be considered within a six (6) month period immediately following the date of refusal.

4.13.4 Where an applicant intends to appeal to the Board pursuant to Section 460(3) of the Local Government Act, the applicant shall submit, in writing, a detailed statement as to

how the application differs in substance from that previously refused or why the time limit for the reapplication should be varied.

4.13.5 Written notice of a decision respecting an amendment or permit application shall be mailed or otherwise delivered to applicant at the address provided on the application form forthwith and for certainty within thirty (30) days immediately following the date of the decision.

4.13 Reconsideration of Delegated Decisions

4.13.1 An applicant may request that the Board reconsider:
a) a decision of the Electoral Area Services Committee or the Director of Planning and Development respecting:
i. the issuance or refusal of a Development Permit; and
ii. a term or condition contained in a Development Permit; and
b) a decision of the Director of Planning and Development respecting the issuance, refusal, or conditions of a Development Variance Permit for a Minor Variance.

4.13.2 A request for reconsideration must:
a) be submitted in writing to the Corporate Officer;
b) be received within 30 days of the date of the decision;
c) include the date and nature of the decision;
d) include the reasons for reconsideration; and
e) state the decision sought.

4.13.3 Unless the Board determines otherwise, a request for reconsideration must relate only to matters that were before the Delegate at the time of the original decision.

4.13.4 A request for reconsideration will be considered by the Board at a regular Board meeting after the completed request is received, together with any supplementary information permitted by the Board and any report from the Director of Planning and Development.

4.13.5 Following reconsideration, the Board may:
a) confirm the decision of the Delegate;
b) vary the decision or any term, security, or condition of the permit; or
c) set aside the delegated decision and substitute its own decision.

5) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

6) REPEAL

The bylaw officially cited as “Fraser Valley Regional District Development Procedures Bylaw No. 1377, 2016” is hereby repealed.

7) READINGS AND ADOPTION

READ A FIRST TIME THIS day of
READ A SECOND TIME THIS day of
READ A THIRD TIME THIS day of
ADOPTED THIS day of

____

Chair/Vice-Chair Corporate Officer/Deputy

8) CERTIFICATION

I hereby certify that this is a true and correct copy of Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026 as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, B.C. on

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1831, 2026

A bylaw to establish procedures for permit applications and applications to amend zoning and official community plan bylaws

WHEREAS the Board of Directors of the Fraser Valley Regional District ("the Board") has adopted official community plans and zoning bylaws;

WHEREAS the Board must define procedures under which an owner of land may apply for amendments to official community plans, zoning bylaws and permits under Part 14 of the Local Government Act;

THEREFORE, the Board of Directors of the Fraser Valley Regional District enacts as follows:

1) CITATION

This bylaw may be cited as Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026.

2) APPLICATION

2.1 This bylaw shall be applicable within the Electoral Areas of the Fraser Valley Regional District.

2.2 This bylaw applies to:
a) applications to amend:
i. an official community plan;
ii. a zoning bylaw;
iii. a rural land use bylaw; and,
iv. a land use contract;

b) applications for:
i. development permits;
ii. development variance permits; and,
iii. temporary use permits.

3) DEFINITIONS

3.1 In this bylaw:

"amendment" means an application to amend:
a) an official community plan;
b) a zoning bylaw;
c) a rural land use bylaw; or,
d) a land use contract;

"Cultus Lake Park" means the lands identified in the Cultus Lake Park Act as forming Cultus Lake Park;

"Director of Planning and Development" means Fraser Valley Regional District Director of Planning and Development or, in the absence of the Director, the Deputy Director of Planning or the Manager of Planning;

“Delegate” means either the Director of Planning and Development or the Electoral Area Services Committee as the context requires.

"Electoral Areas" means Electoral Area "A", "B", "C", "D", "E", "F", "G", and "H" of the Fraser Valley Regional District;

"Electoral Area Services Committee" means the standing committee of the Board of Directors of the Fraser Valley Regional District comprised of the Electoral Area Directors;

"form and character" means development permit areas established pursuant to Sections 488 (1 )(e) through 488(1 )(f) of the Local Government Act;

"the Board" means the elected Board of Directors of the Fraser Valley Regional District; and,

"Regional District" means the Fraser Valley Regional District as described in its Letters Patent and amendments thereto.

4) PROCEDURES & REGULATIONS

4.1 Applications & Fees

4.1 .1 Applications for an amendment or a permit shall be made by the owner of the land involved or by a person authorized by the owner in writing.

4.1.2 Every application for an amendment or a permit shall be in writing and shall contain:
a) a completed application form in the form prescribed by the Regional District along with any supplementary information required by the Regional District; and,
b) an application fee as set out in the Fraser Valley Regional District Development Application Fees Bylaw as it exists from time to time.

4.1.3 The application fee includes the cost of public notice and, where required, mailing or digital distribution of notices for one public hearing. Where more than one public hearing is held, the applicant shall pay all costs associated with the second and any subsequent public hearings, including any required newspaper advertisement, digital distribution of notices, facility rental and staff overtime.

4.1.4 Where a public information meeting is required, the applicant shall pay all costs associated with the public information meeting, including any required public notice, mailing or digital distribution of notices, facility rental and staff overtime, in addition to the application fee.

4.2 Board Consideration

4.2.1 The Board will consider and decide all matters under this bylaw that are not expressly delegated to the Electoral Area Services Committee or the Director of Planning and Development.

4.2.2 Without limiting section 4.2.1, the following matters are reserved to the Board:
a) Amendments to:
i. an official community plan;
ii. a zoning bylaw;
iii. a rural land use bylaw; and
iv. a land use contract;
b) applications for a Temporary Use Permit;
c) applications for a Development Variance Permit, except for where a variance meets the criteria for a Minor Variance and is delegated to the Director of Planning and Development;
d) any application or matter referred to the Board by the Director of Planning and Development;
e) any request for reconsideration of a Development Permit decision where reconsideration by the Board is provided for under this bylaw; and
f) a request for reconsideration of a decision regarding a Development Variance Permit for a Minor Variance made by the Director of Planning and Development.

4.2.3 For every application considered by the Board, the Board must consider a staff report and the

recommendations of the Electoral Area Services Committee. The report must contain, as applicable:

a) a copy of the completed application;

b) staff recommendations respecting the application;

c) where the application is for an amendment and staff recommend first reading or adoption of an amendment bylaw, a copy of the draft amendment bylaw in hard copy or electronic format, except that where staff recommend against approval of the amendment bylaw, a copy of the draft amendment bylaw need not be attached to the report, although staff may attach a draft bylaw for information purposes;

d) where the application is for a permit and staff recommend issuance of the permit, a copy of the draft permit in hard copy or electronic format, except that where staff recommend against issuance of the permit, a copy of the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;

e) a statement of the amount of any proposed security to be posted by the permittee, if any;

f) the recommendations and resolutions of the Electoral Area Services Committee respecting the application; and

g) any additional relevant information provided by the Director of Planning and Development.

4.2.4 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of an amendment application:

a) give readings to or adopt the bylaw;

b) give readings to or adopt the bylaw as amended by the Board in its resolution;

c) refer the application to the Electoral Area Services Committee for further consideration;

d) refer the application for additional information or further staff review;

e) defer consideration of the application to a future meeting of the Board; or

f) refuse the application.

4.2.5 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of a permit application or other matter reserved to the Board under this bylaw:

a) authorize issuance or approval;
b) authorize issuance or approval as amended by the Board in its resolution;
c) impose terms and conditions authorized by law, including requiring security, undertakings, or the registration of agreements, where applicable;
d) refer the application or matter to the Electoral Area Services Committee for further consideration;
e) refer the application or matter for additional information or further staff review;
f) defer consideration of the application or matter to a future meeting of the Board; or
g) refuse the application or request.

4.3 Delegated Authority

4.3.1 The Board delegates authority to consider and decide the matters set out in this section to:
a) the Electoral Area Services Committee; and
b) the Director of Planning and Development.

4.3.2 For the purposes of this section, "form and character" has the meaning set out in this bylaw.

4.3.3 The Electoral Area Services Committee may consider and decide Development Permit applications relating to form and character.

4.3.4 Subject to this bylaw, the Director of Planning and Development may consider and decide:
a) Development Permit applications, except:
i. applications relating to form and character;
ii. applications reserved to the Board under section 4.2;
iii. applications that must be considered as a Development Variance Permit under this bylaw; and
iv. applications otherwise required by this bylaw to be considered by the Board; and
b) Development Variance Permit applications that meet the Minor Variance eligibility criteria established by this bylaw.

4.3.5 The Delegate considering an application under this section shall consider a staff report for every application. The staff report must contain, as applicable:
a) a copy of the completed application;
b) staff recommendations regarding the proposed permit;
c) where staff recommend issuance of a permit, a copy of the draft permit in hard copy or electronic format, except that where staff recommend against issuance of a permit, a copy of
the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;
d) a statement of the amount of any proposed security to be posted by the permittee, if any, and the rationale for the amount of security recommended; and
e) any additional relevant information provided by the Director of Planning and Development.

4.3.6 Upon consideration of an application and review of the staff report, the Electoral Area Services Committee may:
a) authorize issuance of the permit;
b) authorize issuance of the proposed permit as amended by the Electoral Area Services Committee in its resolution;
c) defer consideration of the application to a future meeting of the Electoral Area Services Committee;
d) refer the application to the Board for a decision; or

e) refuse to authorize issuance of the permit.

4.3.7 Upon consideration of an application and review of the staff report, the Director of Planning and Development may:
a) issue the permit;
b) issue the permit subject to terms and conditions the Director of Planning and Development considers appropriate and that are authorized by law;
c) refer the application to the Board; or
d) refuse the permit.

4.3.8 For certainty, nothing in this section requires the Electoral Area Services Committee or the Director of Planning and Development to issue a permit merely because an application
is eligible for delegated consideration.

4.3.9 The Director of Planning and Development will report annually to the Electoral Area Services Committee respecting issued or refused Development Permits and Development Variance
Permits for a Minor Variance.

4.4 Official Community Plan Amendment Applications

4.4.1 An application to amend an Official Community Plan is reserved to the Board and shall be considered and decided in accordance with section 4.2.

4.5 Zoning Amendment Applications

4.5.1 An application to amend a zoning bylaw is reserved to the Board and shall be considered and decided in accordance with section 4.2.

assign such weight to each guideline as the Director considers appropriate having regard to the

4.6 circumstances of the application.

Temporary Use Permit Applications

a) whether the proposed variance is generally consistent with the relevant Official Community Plan

4.6.1 An application for a Temporary Use Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2.

b) whether the proposed variance is reasonably justified by the circumstances of the site, the proposed development, or the nature of the regulation being varied;

4.7 c) whether the proposed variance maintains the general intent and purpose of the bylaw provision proposed to be varied;

Development Permit Applications

4.7.1 d) whether the proposed variance is unlikely to result in significant adverse impacts and is Subject to this bylaw, an application for a Development Permit may be considered and decided in accordance with section 4.2. compatible with neighbouring uses, or the surrounding area;

e) whether the proposed variance is unlikely to create or exacerbate a risk to public safety;

4.7.2 f) whether the proposed variance is unlikely to increase demand for additional services, An application for a Development Permit where the proposed development requires a variance to the Zoning Bylaw is reserved to the Board and shall be considered and decided in accordance with section 4.2, except where authority to consider and decide the application is expressly delegated to the Director of Planning and Development as a condition of a Development Permit.

infrastructure, or municipal costs to the Regional District; and

g) whether any identified impacts can be adequately mitigated through permit conditions or other lawful measures available to the Regional District, including siting, design, screening,

4.7.3 landscaping, or the registration of a covenant under section 4.7.2.

Development Variance Permits

4.8 An application for a Development Variance Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2.

4.8.1 An application for a Development Variance Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2, except where authority to consider and decide the application is expressly delegated to the Director of Planning and Development as a condition of a Development Variance Permit for a Minor Variance under this bylaw.

4.8.2 Where the Local Government Act provides that a public hearing is not required in respect of the proposed Zoning Bylaw, the Board may, by resolution, waive the holding of a public hearing only if it does not exceed the limits set out below:

a) lot coverage: an increase of not more than 20% above the maximum permitted lot coverage;

b) setbacks: where the Local Government Act provides 20% from the minimum setback specified in the applicable Zoning Bylaw, the Board may waive the holding of a public hearing in respect of a proposed Zoning Bylaw that does not exceed that 20%;

c) building height: an increase of not more than 10% above the maximum permitted height;

d) driveway width: an increase of not more than 10% above the maximum permitted width, or a decrease of not more than 10% below the minimum required width, of the driveway;

e) off-street parking and loading spaces: a decrease of not more than 10% of the required number of spaces; and

f) signage: an increase of not more than 10% above the maximum permitted sign area.

4.9 Public Hearings

4.9.1 Subject to the Local Government Act, a public hearing is required before the Board may adopt:

a) an Official Community Plan bylaw,

b) a zoning bylaw, or

c) a bylaw that would result in the removal of land from the Agricultural Land Reserve.

4.9.2 Where the Local Government Act provides that a public hearing is not required in respect of a proposed bylaw, the Board may waive the holding of a public hearing only if it does not exceed the limits set out below:

a) lot coverage: an increase of not more than 20% above the maximum permitted lot coverage;

b) setbacks: where the Local Government Act provides 20% from the minimum setback specified in the applicable Zoning Bylaw, the Board may waive the holding of a public hearing in respect of a proposed Zoning Bylaw that does not exceed that 20%;

c) building height: an increase of not more than 10% above the maximum permitted height;

d) driveway width: an increase of not more than 10% above the maximum permitted width, or a decrease of not more than 10% below the minimum required width, of the driveway;

e) off-street parking and loading spaces: a decrease of not more than 10% of the required number of spaces; and

f) signage: an increase of not more than 10% above the maximum permitted sign area.

4.9.3 Unless the Board directs otherwise, the Director may delegate the holding of a public hearing to the Chair of the Electoral Area Services Committee, in the absence of the Electoral Area Director.

4.9.4 Unless the Board directs otherwise, the Director may delegate the holding of a public hearing to another director by resolution, or the holding of a public hearing is delegated to the Chair of the Electoral Area Services Committee, in the absence of the Electoral Area Director.

4.8.3 Notwithstanding section 4.8.2, a proposed variance must not be considered a Minor Variance where:

a) the construction of the building or structure was commenced without a valid building permit, or was carried out contrary to an issued building permit; or

b) the Director of Planning and Development determines that the application raises broader planning, neighbourhood, public interest, policy, or governance considerations.

4.8.4 For certainty, compliance with the eligibility criteria in section 4.8.2 does not require the Director of Planning and Development to issue a Development Variance Permit for a Minor Variance.

4.8.5 In deciding whether to issue a Development Variance Permit for a Minor Variance, the Director of Planning and Development must consider the following guidelines, and may

4.9.5 If both the Electoral Area Director and the Chair of the Electoral Area Services Committee are unavailable, the Board Chair is delegated the authority to designate a person to hold and preside over the public hearing.

4.9.6 The person holding the delegated public hearing under sections 4.9.4 or 4.9.5 is the Chair of the public hearing.

4.9.7 The Chair of the public hearing may establish procedural rules for the conduct of the public hearing in accordance with the Local Government Act.

4.10 Public Information Meetings

4.10.1 The Board or the Director of Planning and Development may require that a public information meeting be held prior to consideration of a Development Permit, a Development Variance Permit, a Temporary Use Permit, a bylaw amendment and land use contract amendment.

4.10.2 The Board or the Director of Planning and Development may require that an applicant hold a public information meeting.

4.10.3 All costs for public information meetings shall be paid by the applicant.

4.10.4 The notice of a public information meeting held by the Regional District shall be mailed or distributed in the same manner as would be required for a public hearing; or, where the application is for a permit, in the same manner as if it were notice of a proposed Development Variance Permit or Temporary Use Permit, unless the requirement for the notice is waived by the Director of Planning and Development.

4.11 Notification

4.11.1 Where mailed or delivered notice is required pursuant to the Local Government Act, notice of the public hearing for an Official Community Plan, Zoning Bylaw, Land Use Contract, or Rural Land Use Bylaw, or notice of the date of the Board's deliberations for the issuance of a Development Permit, Development Variance Permit, or Temporary Use Permit, shall be mailed or otherwise delivered to the owner and occupiers of all parcels, any part of which is the subject of the bylaw alteration or the permit, or within the following distance from the part of the land that is subject to the bylaw alteration or permit:

a) For Zoning Bylaws, Official Community Plan Bylaws, Rural Land Use Bylaws, Land Use Contract Amendments and Temporary Use Permits, the minimum notice area is 150 metres;

b) For Development Variance Permits the minimum notice area is 30 metres; and,

c) Where a public information meeting is required for a Development Permit, the minimum notice area is 30 metres.

d) Notwithstanding Section 4.11.1(b), notification is not required for a Development Variance Permit for a Minor Variance issued by the Director of Planning and Development under this Bylaw.

4.11.2 Notwithstanding section 4.11.1, the Board, Electoral Area Services Committee or the Director of Planning and Development may, at their discretion, increase the notice area.

4.12 Signs

4.12.1 Where an application to amend a bylaw or land use contract has been submitted, the applicant shall be required to post a sign on the land that is the subject of the amendment application, and the sign(s) shall be in accordance with the provisions of this bylaw.

4.12.2 Notwithstanding section 4.12.1 of this bylaw, the Director of Planning and Development may waive or modify the requirement to post a sign where the Director determines that posting a sign is impracticable or unnecessary in the circumstances.

4.12.3 The sign(s) referred to in Section 4.12.1 shall be to the specifications determined by the Director of Planning and Development and shall contain:

a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District office;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

e) An outline map of the land subject to the application showing adjoining roads and a North arrow; and,

f) All sign(s) shall be installed in a sound workman-like manner and be capable of withstanding wind and weather. The sign(s) shall not interfere with pedestrian or vehicular traffic or obstruct visibility from streets or driveways so as to create a hazard.

4.12.4 The applicant shall place signage in accordance with the following requirements:

a) A minimum of one (1) sign shall be placed on the land that is the subject of an application, where the Regional District has received an application for amendment of the official community plan map or zoning map designation of the land, or for an official community plan or zoning text amendment that would alter the permitted use of or density on the land.
b) The sign shall be placed only on the land for which an application has been made, and not on other lands that will be affected by the bylaw amendment but which are owned by persons other than the owner of the land under application.
c) The sign shall be placed on the subject land in a prominent location adjacent to a travelled, public highway to which the land abuts, in such a location that it is clearly visible from the public highway. Where the subject land does not abut a travelled, public highway, the sign shall be placed at a prominent location acceptable to the Director of Planning and Development.
d) Notwithstanding Sections 4.12.4(a)- 4.12.4(c) of this bylaw, the Board or the Director of Planning and Development may require the applicant to place more than one sign or may approve alternate locations for placement of signs which locations meet the intent of this bylaw.

4.12.5 The placement of the sign(s) shall be made by the applicant no less than fourteen (14) days after submitting an application to amend a bylaw or land use contract.

4.12.6 Failure to place the sign(s) in accordance and within the time prescribed in this bylaw shall result in the postponement of the public hearing, and any costs incurred by the Regional District for public notification as a result of such postponement shall be the responsibility of the applicant.

4.12.7 The sign(s) shall be removed from the land within forty-eight (48) hours after the conclusion of the public hearing, or where a public hearing has been waived, forty-eight (48) hours after the meeting of the Board to consider third reading. Failure by the applicant to remove the sign(s) within the specified time will result in the Regional District, by its staff or others, undertaking the removal of same at the expense of the applicant.

4.13 Lapses, Changes, Reapplications and Decisions

4.13.1 Applications that have not been approved or refused twelve (12) months after the date the application was received, with the exception of bylaw amendments that have received third reading from the Board may be deemed by the Director of Planning and Development to lapse and have no force and effect.

4.13.2 Where an applicant makes a significant change, such as a change in land use, to an amendment application after it has received first reading from the Board, the Board may refuse the original application for an amendment. The original application will be closed and the applicant must make a new application.

4.13.3 Re-application for a bylaw amendment, land use contract amendment or permit that has been refused shall not be considered within a six (6) month period immediately following the date of refusal.

4.13.4 Where an applicant intends to appeal to the Board pursuant to Section 460(3) of the Local Government Act, the applicant shall submit, in writing, a detailed statement as to

how the application differs in substance from that previously refused or why the time limit for the reapplication should be varied.

4.13.5 Written notice of a decision respecting an amendment or permit application shall be mailed or otherwise delivered to applicant at the address provided on the application form forthwith and for certainty within thirty (30) days immediately following the date of the decision.

4.14 Reconsideration of Delegated Decisions

4.14.1 An applicant may request that the Board reconsider:
a) a decision of the Electoral Area Services Committee or the Director of Planning and Development respecting:
i. the issuance or refusal of a Development Permit; and
ii. a term or condition contained in a Development Permit; and
b) a decision of the Director of Planning and Development respecting the issuance, refusal, or conditions of a Development Variance Permit for a Minor Variance.

4.14.2 A request for reconsideration must:
a) be submitted in writing to the Corporate Officer;
b) be received within 30 days of the date of the decision;
c) include the date and nature of the decision;
d) include the reasons for reconsideration; and
e) state the decision sought.

4.14.3 Unless the Board determines otherwise, a request for reconsideration must relate only to matters that were before the Delegate at the time of the original decision.

4.14.4 A request for reconsideration will be considered by the Board at a regular Board meeting after the completed request is received, together with any supplementary information permitted by the Board and any report from the Director of Planning and Development.

4.14.5 Following reconsideration, the Board may:
a) confirm the decision of the Delegate;
b) vary the decision or any term, security, or condition of the permit; or
c) set aside the delegated decision and substitute its own decision.

5) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

6) REPEAL

The bylaw officially cited as “Fraser Valley Regional District Development Procedures Bylaw No. 1377, 2016” is hereby repealed.

7) READINGS AND ADOPTION

READ A FIRST TIME THIS day of
READ A SECOND TIME THIS day of
READ A THIRD TIME THIS day of
ADOPTED THIS day of

____

Chair/Vice-Chair Corporate Officer/Deputy

8) CERTIFICATION

I hereby certify that this is a true and correct copy of Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026 as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, B.C. on

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1831, 2026

A bylaw to establish procedures for permit applications and applications to amend zoning and official community plan bylaws

WHEREAS the Board of Directors of the Fraser Valley Regional District ("the Board") has adopted official community plans and zoning bylaws;

WHEREAS the Board must define procedures under which an owner of land may apply for amendments to official community plans, zoning bylaws and permits under Part 14 of the Local Government Act;

THEREFORE, the Board of Directors of the Fraser Valley Regional District enacts as follows:

1) CITATION

This bylaw may be cited as Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026.

2) APPLICATION

2.1 This bylaw shall be applicable within the Electoral Areas of the Fraser Valley Regional District.

2.2 This bylaw applies to:
a) applications to amend:
i. an official community plan;
ii. a zoning bylaw;
iii. a rural land use bylaw; and,
iv. a land use contract;

b) applications for:
i. development permits;
ii. development variance permits; and,
iii. temporary use permits.

3) DEFINITIONS

3.1 In this bylaw:

"amendment" means an application to amend:
a) an official community plan;
b) a zoning bylaw;
c) a rural land use bylaw; or,
d) a land use contract;

"Cultus Lake Park" means the lands identified in the Cultus Lake Park Act as forming Cultus Lake Park;

"Director of Planning and Development" means Fraser Valley Regional District Director of Planning and Development or, in the absence of the Director, the Deputy Director of Planning or the Manager of Planning;

“Delegate” means either the Director of Planning and Development or the Electoral Area Services Committee as the context requires.

"Electoral Areas" means Electoral Area "A", "B", "C", "D", "E", "F", "G", and "H" of the Fraser Valley Regional District;

"Electoral Area Services Committee" means the standing committee of the Board of Directors of the Fraser Valley Regional District comprised of the Electoral Area Directors;

"form and character" means development permit areas established pursuant to Sections 488 (1 )(e) through 488(1 )(f) of the Local Government Act;

"the Board" means the elected Board of Directors of the Fraser Valley Regional District; and,

"Regional District" means the Fraser Valley Regional District as described in its Letters Patent and amendments thereto.

4) PROCEDURES & REGULATIONS

4.1 Applications & Fees

4.1 .1 Applications for an amendment or a permit shall be made by the owner of the land involved or by a person authorized by the owner in writing.

4.1.2 Every application for an amendment or a permit shall be in writing and shall contain:
a) a completed application form in the form prescribed by the Regional District along with any supplementary information required by the Regional District; and,
b) an application fee as set out in the Fraser Valley Regional District Development Application Fees Bylaw as it exists from time to time.

4.1.3 The application fee includes the cost of public notice and, where required, mailing or digital distribution of notices for one public hearing. Where more than one public hearing is held, the applicant shall pay all costs associated with the second and any subsequent public hearings, including any required newspaper advertisement, digital distribution of notices, facility rental and staff overtime.

4.1.4 Where a public information meeting is required, the applicant shall pay all costs associated with the public information meeting, including any required public notice, mailing or digital distribution of notices, facility rental and staff overtime, in addition to the application fee.

4.2 Board Consideration

4.2.1 The Board will consider and decide all matters under this bylaw that are not expressly delegated to the Electoral Area Services Committee or the Director of Planning and Development.

4.2.2 Without limiting section 4.2.1, the following matters are reserved to the Board:
a) Amendments to:
i. an official community plan;
ii. a zoning bylaw;
iii. a rural land use bylaw; and
iv. a land use contract;
b) applications for a Temporary Use Permit;
c) applications for a Development Variance Permit, except for where a variance meets the criteria for a Minor Variance and is delegated to the Director of Planning and Development;
d) any application or matter referred to the Board by the Director of Planning and Development;
e) any request for reconsideration of a Development Permit decision where reconsideration by the Board is provided for under this bylaw; and
f) a request for reconsideration of a decision regarding a Development Variance Permit for a Minor Variance made by the Director of Planning and Development.

4.2.3 For every application considered by the Board, the Board must consider a staff report and the

recommendations of the Electoral Area Services Committee. The report must contain, as applicable:

a) a copy of the completed application;

b) staff recommendations respecting the application;

c) where the application is for an amendment and staff recommend first reading or adoption of an amendment bylaw, a copy of the draft amendment bylaw in hard copy or electronic format, except that where staff recommend against approval of the amendment bylaw, a copy of the draft amendment bylaw need not be attached to the report, although staff may attach a draft bylaw for information purposes;

d) where the application is for a permit and staff recommend issuance of the permit, a copy of the draft permit in hard copy or electronic format, except that where staff recommend against issuance of the permit, a copy of the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;

e) a statement of the amount of any proposed security to be posted by the permittee, if any;

f) the recommendations and resolutions of the Electoral Area Services Committee respecting the application; and

g) any additional relevant information provided by the Director of Planning and Development.

4.2.4 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of an amendment application:

a) give readings to or adopt the bylaw;

b) give readings to or adopt the bylaw as amended by the Board in its resolution;

c) refer the application to the Electoral Area Services Committee for further consideration;

d) refer the application for additional information or further staff review;

e) defer consideration of the application to a future meeting of the Board; or

f) refuse the application.

4.2.5 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of a permit application or other matter reserved to the Board under this bylaw:

a) authorize issuance or approval;
b) authorize issuance or approval as amended by the Board in its resolution;
c) impose terms and conditions authorized by law, including requiring security, undertakings, or the registration of agreements, where applicable;
d) refer the application or matter to the Electoral Area Services Committee for further consideration;
e) refer the application or matter for additional information or further staff review;
f) defer consideration of the application or matter to a future meeting of the Board; or
g) refuse the application or request.

4.3 Delegated Authority

4.3.1 The Board delegates authority to consider and decide the matters set out in this section to:
a) the Electoral Area Services Committee; and
b) the Director of Planning and Development.

4.3.2 For the purposes of this section, "form and character" has the meaning set out in this bylaw.

4.3.3 The Electoral Area Services Committee may consider and decide Development Permit applications relating to form and character.

4.3.4 Subject to this bylaw, the Director of Planning and Development may consider and decide:
a) Development Permit applications, except:
i. applications relating to form and character;
ii. applications reserved to the Board under section 4.2;
iii. applications that must be considered as a Development Variance Permit under this bylaw; and
iv. applications otherwise required by this bylaw to be considered by the Board; and
b) Development Variance Permit applications that meet the Minor Variance eligibility criteria established by this bylaw.

4.3.5 The Delegate considering an application under this section shall consider a staff report for every application. The staff report must contain, as applicable:
a) a copy of the completed application;
b) staff recommendations regarding the proposed permit;
c) where staff recommend issuance of a permit, a copy of the draft permit in hard copy or electronic format, except that where staff recommend against issuance of a permit, a copy of
the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;
d) a statement of the amount of any proposed security to be posted by the permittee, if any, and the rationale for the amount of security recommended; and
e) any additional relevant information provided by the Director of Planning and Development.

4.3.6 Upon consideration of an application and review of the staff report, the Electoral Area Services Committee may:
a) authorize issuance of the permit;
b) authorize issuance of the proposed permit as amended by the Electoral Area Services Committee in its resolution;
c) defer consideration of the application to a future meeting of the Electoral Area Services Committee;
d) refer the application to the Board for a decision; or

e) refuse to authorize issuance of the permit.

4.3.7 Upon consideration of an application and review of the staff report, the Director of Planning and Development may:
a) issue the permit;
b) issue the permit subject to terms and conditions the Director of Planning and Development considers appropriate and that are authorized by law;
c) refer the application to the Board; or
d) refuse the permit.

4.3.8 For certainty, nothing in this section requires the Electoral Area Services Committee or the Director of Planning and Development to issue a permit merely because an application
is eligible for delegated consideration.

4.3.9 The Director of Planning and Development will report annually to the Electoral Area Services Committee respecting issued or refused Development Permits and Development Variance
Permits for a Minor Variance.

4.4 Official Community Plan Amendment Applications

4.4.1 An application to amend an Official Community Plan is reserved to the Board and shall be considered and decided in accordance with section 4.2.

4.5 Zoning Amendment Applications

4.5.1 An application to amend a zoning bylaw is reserved to the Board and shall be considered and decided in accordance with section 4.2.

assign such weight to each guideline as the Director considers appropriate having regard to the

4.6 circumstances of the application.

Temporary Use Permit Applications

a) whether the proposed variance is generally consistent with the relevant Official Community Plan

4.6.1 An application for a Temporary Use Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2.

b) whether the proposed variance is reasonably justified by the circumstances of the site, the proposed development, or the nature of the regulation being varied;

4.7 c) whether the proposed variance maintains the general intent and purpose of the bylaw provision proposed to be varied;

Development Permit Applications

4.7.1 d) whether the proposed variance is unlikely to result in significant adverse impacts and is Subject to this bylaw, an application for a Development Permit may be considered and decided in accordance with section 4.2. compatible with neighbouring uses, or the surrounding area;

e) whether the proposed variance is unlikely to create or exacerbate a risk to public safety;

4.7.2 f) whether the proposed variance is unlikely to increase demand for additional services, An application for a Development Permit where the proposed development requires a variance to the Zoning Bylaw is reserved to the Board and shall be considered and decided in accordance with section 4.2, except where authority to consider and decide the application is expressly delegated to the Director of Planning and Development as a condition of a Development Permit.

infrastructure, or municipal costs to the Regional District; and

g) whether any identified impacts can be adequately mitigated through permit conditions or other lawful measures available to the Regional District, including siting, design, screening,

4.7.3 landscaping, or the registration of a covenant under section 4.7.2.

Development Variance Permits

4.8 An application for a Development Variance Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2.

4.8.1 An application for a Development Variance Permit is reserved to the Board and shall be considered and decided in accordance with section 4.2, except where authority to consider and decide the application is expressly delegated to the Director of Planning and Development as a condition of a Development Variance Permit for a Minor Variance under this bylaw.

4.8.2 Where the Local Government Act provides that a public hearing is not required in respect of the proposed Zoning Bylaw, the Board may, by resolution, waive the holding of a public hearing only if it does not exceed the limits set out below:

a) lot coverage: an increase of not more than 20% above the maximum permitted lot coverage;

b) setbacks: where the Local Government Act provides 20% from the minimum setback specified in the applicable Zoning Bylaw, the Board may waive the holding of a public hearing in respect of a proposed Zoning Bylaw that does not exceed that 20%;

c) building height: an increase of not more than 10% above the maximum permitted height;

d) driveway width: an increase of not more than 10% above the maximum permitted width, or a decrease of not more than 10% below the minimum required width, of the driveway;

e) off-street parking and loading spaces: a decrease of not more than 10% of the required number of spaces; and

f) signage: an increase of not more than 10% above the maximum permitted sign area.

4.9 Public Hearings

4.9.1 Subject to the Local Government Act, a public hearing is required before the Board may adopt:

a) an Official Community Plan bylaw,

b) a zoning bylaw, or

c) a bylaw that would result in the removal of land from the Agricultural Land Reserve.

4.9.2 Where the Local Government Act provides that a public hearing is not required in respect of a proposed bylaw, the Board may waive the holding of a public hearing only if it does not exceed the limits set out below:

a) lot coverage: an increase of not more than 20% above the maximum permitted lot coverage;

b) setbacks: where the Local Government Act provides 20% from the minimum setback specified in the applicable Zoning Bylaw, the Board may waive the holding of a public hearing in respect of a proposed Zoning Bylaw that does not exceed that 20%;

c) building height: an increase of not more than 10% above the maximum permitted height;

d) driveway width: an increase of not more than 10% above the maximum permitted width, or a decrease of not more than 10% below the minimum required width, of the driveway;

e) off-street parking and loading spaces: a decrease of not more than 10% of the required number of spaces; and

f) signage: an increase of not more than 10% above the maximum permitted sign area.

4.9.3 Unless the Board directs otherwise, the Director may delegate the holding of a public hearing to the Chair of the Electoral Area Services Committee, in the absence of the Electoral Area Director.

4.9.4 Unless the Board directs otherwise, the Director may delegate the holding of a public hearing to another director by resolution, or the holding of a public hearing is delegated to the Chair of the Electoral Area Services Committee, in the absence of the Electoral Area Director.

4.8.3 Notwithstanding section 4.8.2, a proposed variance must not be considered a Minor Variance where:

a) the construction of the building or structure was commenced without a valid building permit, or was carried out contrary to an issued building permit; or

b) the Director of Planning and Development determines that the application raises broader planning, neighbourhood, public interest, policy, or governance considerations.

4.8.4 For certainty, compliance with the eligibility criteria in section 4.8.2 does not require the Director of Planning and Development to issue a Development Variance Permit for a Minor Variance.

4.8.5 In deciding whether to issue a Development Variance Permit for a Minor Variance, the Director of Planning and Development must consider the following guidelines, and may

4.9.5 If both the Electoral Area Director and the Chair of the Electoral Area Services Committee are unavailable, the Board Chair is delegated the authority to designate a person to hold and preside over the public hearing.

4.9.6 The person holding the delegated public hearing under sections 4.9.4 or 4.9.5 is the Chair of the public hearing.

4.9.7 The Chair of the public hearing may establish procedural rules for the conduct of the public hearing in accordance with the Local Government Act.

4.10 Public Information Meetings

4.10.1 The Board or the Director of Planning and Development may require that a public information meeting be held prior to consideration of a Development Permit, a Development Variance Permit, a Temporary Use Permit, a bylaw amendment and land use contract amendment.

4.10.2 The Board or the Director of Planning and Development may require that an applicant hold a public information meeting.

4.10.3 All costs for public information meetings shall be paid by the applicant.

4.10.4 The notice of a public information meeting held by the Regional District shall be mailed or distributed in the same manner as would be required for a public hearing; or, where the application is for a permit, in the same manner as if it were notice of a proposed Development Variance Permit or Temporary Use Permit, unless the requirement for the notice is waived by the Director of Planning and Development.

4.11 Notification

4.11.1 Where mailed or delivered notice is required pursuant to the Local Government Act, notice of the public hearing for an Official Community Plan, Zoning Bylaw, Land Use Contract, or Rural Land Use Bylaw, or notice of the date of the Board's deliberations for the issuance of a Development Permit, Development Variance Permit, or Temporary Use Permit, shall be mailed or otherwise delivered to the owner and occupiers of all parcels, any part of which is the subject of the bylaw alteration or the permit, or within the following distance from the part of the land that is subject to the bylaw alteration or permit:

a) For Zoning Bylaws, Official Community Plan Bylaws, Rural Land Use Bylaws, Land Use Contract Amendments and Temporary Use Permits, the minimum notice area is 150 metres;

b) For Development Variance Permits the minimum notice area is 30 metres; and,

c) Where a public information meeting is required for a Development Permit, the minimum notice area is 30 metres.

d) Notwithstanding Section 4.11.1(b), notification is not required for a Development Variance Permit for a Minor Variance issued by the Director of Planning and Development under this Bylaw.

4.11.2 Notwithstanding section 4.11.1, the Board, Electoral Area Services Committee or the Director of Planning and Development may, at their discretion, increase the notice area.

4.12 Signs

4.12.1 Where an application to amend a bylaw or land use contract has been submitted, the applicant shall be required to post a sign on the land that is the subject of the amendment application, and the sign(s) shall be in accordance with the provisions of this bylaw.

4.12.2 Notwithstanding section 4.12.1 of this bylaw, the Director of Planning and Development may waive or modify the requirement to post a sign where the Director determines that posting a sign is impracticable or unnecessary in the circumstances.

4.12.3 The sign(s) referred to in Section 4.12.1 shall be to the specifications determined by the Director of Planning and Development and shall contain:

a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District office;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

e) An outline map of the land subject to the application showing adjoining roads and a North arrow; and,

f) All sign(s) shall be installed in a sound workman-like manner and be capable of withstanding wind and weather. The sign(s) shall not interfere with pedestrian or vehicular traffic or obstruct visibility from streets or driveways so as to create a hazard.

4.12.4 The applicant shall place signage in accordance with the following requirements:

a) A minimum of one (1) sign shall be placed on the land that is the subject of an application, where the Regional District has received an application for amendment of the official community plan map or zoning map designation of the land, or for an official community plan or zoning text amendment that would alter the permitted use of or density on the land.
b) The sign shall be placed only on the land for which an application has been made, and not on other lands that will be affected by the bylaw amendment but which are owned by persons other than the owner of the land under application.
c) The sign shall be placed on the subject land in a prominent location adjacent to a travelled, public highway to which the land abuts, in such a location that it is clearly visible from the public highway. Where the subject land does not abut a travelled, public highway, the sign shall be placed at a prominent location acceptable to the Director of Planning and Development.
d) Notwithstanding Sections 4.12.4(a)- 4.12.4(c) of this bylaw, the Board or the Director of Planning and Development may require the applicant to place more than one sign or may approve alternate locations for placement of signs which locations meet the intent of this bylaw.

4.12.5 The placement of the sign(s) shall be made by the applicant no less than fourteen (14) days after submitting an application to amend a bylaw or land use contract.

4.12.6 Failure to place the sign(s) in accordance and within the time prescribed in this bylaw shall result in the postponement of the public hearing, and any costs incurred by the Regional District for public notification as a result of such postponement shall be the responsibility of the applicant.

4.12.7 The sign(s) shall be removed from the land within forty-eight (48) hours after the conclusion of the public hearing, or where a public hearing has been waived, forty-eight (48) hours after the meeting of the Board to consider third reading. Failure by the applicant to remove the sign(s) within the specified time will result in the Regional District, by its staff or others, undertaking the removal of same at the expense of the applicant.

4.13 Lapses, Changes, Reapplications and Decisions

4.13.1 Applications that have not been approved or refused twelve (12) months after the date the application was received, with the exception of bylaw amendments that have received third reading from the Board may be deemed by the Director of Planning and Development to lapse and have no force and effect.

4.13.2 Where an applicant makes a significant change, such as a change in land use, to an amendment application after it has received first reading from the Board, the Board may refuse the original application for an amendment. The original application will be closed and the applicant must make a new application.

4.13.3 Re-application for a bylaw amendment, land use contract amendment or permit that has been refused shall not be considered within a six (6) month period immediately following the date of refusal.

4.13.4 Where an applicant intends to appeal to the Board pursuant to Section 460(3) of the Local Government Act, the applicant shall submit, in writing, a detailed statement as to

how the application differs in substance from that previously refused or why the time limit for the reapplication should be varied.

4.13.5 Written notice of a decision respecting an amendment or permit application shall be mailed or otherwise delivered to applicant at the address provided on the application form forthwith and for certainty within thirty (30) days immediately following the date of the decision.

4.14 Reconsideration of Delegated Decisions

4.14.1 An applicant may request that the Board reconsider:
a) a decision of the Electoral Area Services Committee or the Director of Planning and Development respecting:
i. the issuance or refusal of a Development Permit; and
ii. a term or condition contained in a Development Permit; and
b) a decision of the Director of Planning and Development respecting the issuance, refusal, or conditions of a Development Variance Permit for a Minor Variance.

4.14.2 A request for reconsideration must:
a) be submitted in writing to the Corporate Officer;
b) be received within 30 days of the date of the decision;
c) include the date and nature of the decision;
d) include the reasons for reconsideration; and
e) state the decision sought.

4.14.3 Unless the Board determines otherwise, a request for reconsideration must relate only to matters that were before the Delegate at the time of the original decision.

4.14.4 A request for reconsideration will be considered by the Board at a regular Board meeting after the completed request is received, together with any supplementary information permitted by the Board and any report from the Director of Planning and Development.

4.14.5 Following reconsideration, the Board may:
a) confirm the decision of the Delegate;
b) vary the decision or any term, security, or condition of the permit; or
c) set aside the delegated decision and substitute its own decision.

5) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

6) REPEAL

The bylaw officially cited as “Fraser Valley Regional District Development Procedures Bylaw No. 1377, 2016” is hereby repealed.

7) READINGS AND ADOPTION

READ A FIRST TIME THIS day of
READ A SECOND TIME THIS day of
READ A THIRD TIME THIS day of
ADOPTED THIS day of

____

Chair/Vice-Chair Corporate Officer/Deputy

8) CERTIFICATION

I hereby certify that this is a true and correct copy of Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026 as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, B.C. on

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 1831, 2026

A bylaw to establish procedures for permit applications and applications to amend Official Community Plan Bylaws

WHEREAS the Board of Directors of the Fraser Valley Regional District (the "Board") has adopted Official Community Plans and Zoning Bylaws;

AND WHEREAS the Board wishes to define procedures under which an owner may apply for amendments to Official Community Plans, Zoning Bylaws and permits under Part 14 of the Local Government Act;

THEREFORE, the Board of Directors of the Fraser Valley Regional District enacts as follows:

1) CITATION

This bylaw may be cited as Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026.

2) APPLICATION

2.1 This bylaw shall be applicable within the Electoral Areas of the Fraser Valley Regional District.

2.2 This bylaw applies to:

a) applications to amend:

i. an Official Community Plan; and

ii. a Zoning Bylaw.

b) applications for:

i. development permits;

ii. development variance permits; and,

iii. temporary use permits.

3) DEFINITIONS

3.1 In this bylaw:

"amendment" means an application to amend:

a) an Official Community Plan; or

b) a Zoning Bylaw.

"applicant" means the owner of land, or a person authorized in writing by the owner, who submits an application under this bylaw.

"application" means an application submitted under this bylaw for:

a) an amendment; or

"Board" means the Board of Directors of the Fraser Valley Regional District.

"Cultus Lake Park" means the area identified in the Cultus Lake Park Act as forming Cultus Lake Park.

"Director" means the Director of the Electoral Area in which the subject property is located.

"Manager of Planning" means the Manager of Planning or the Deputy Director of Planning.

"Electoral Areas" means Electoral Areas A, B, C, D, E, F, G and H of the Fraser Valley Regional District.

"Electoral Area Services Committee" means the standing committee of the Board comprised of the Electoral Area Directors.

"Form and Character Development Permit" means a Development Permit issued within a Development Permit Area designated under section 488(1)(e), (f), or (g) of the Local Government Act.

"Local Government Act" means the Local Government Act, R.S.B.C. 2015, c. 1, as amended or replaced from time to time.

"Minor Variance" means a Development Variance Permit application that satisfies the eligibility criteria established in section 4.4 of this bylaw.

"permit" means:
a) a Development Permit;
b) a Development Variance Permit; or
c) a Temporary Use Permit.

"Regional District" means the Fraser Valley Regional District.

"Zoning Bylaw" means a zoning bylaw adopted by the Regional District under the Local Government Act.

## 4) PROCEDURES & REGULATIONS

### 4.1 Applications & Fees

4.1.1 Applications for an amendment or a permit shall be made by the owner of the land involved or by a person authorized by the owner in writing.

4.1.2 Every application for an amendment or a permit shall be in writing and shall contain:
a) a completed application form in the form prescribed by the Regional District along with any supplementary information required by the Regional District; and,
b) an application fee as set out in the Fraser Valley Regional District Development Application Fees Bylaw as it exists from time to time.

4.1.3 The application fee includes the cost of public notice and, where required, mailing or digital distribution of notices for one public hearing. Where more than one public hearing is held, the applicant shall pay all costs associated with the second and any subsequent public hearings, including any required mailing or digital distribution of notices, facility rental and staff overtime, unless the Board or the Director of Planning and Development determines otherwise.

4.1.4 Where a public information meeting is required, the applicant shall pay all costs associated with the public information meeting, including any required public notice, mailing or digital distribution of notices, facility rental and staff overtime, in addition to the application fee, unless the

Board or the Director of Planning and Development determines otherwise.

4.2 Board Consideration

4.2.1 The Board will consider and decide all applications, permits, approvals, and any related procedural determinations expressly assigned to the Board under this bylaw, unless delegated to the Electoral Area Services Committee or the Director of Planning and Development.

4.2.2 Without limiting section 4.2.1, the following matters are reserved to the Board:
a) Applications to amend:
i. an Official Community Plan;
ii. a Zoning Bylaw;
b) applications for a Temporary Use Permit;
c) applications for a Development Variance Permit, except an application that meets the criteria for a Minor Variance and is delegated to the Director of Planning and Development;
d) any application or matter referred to the Board by the Director of Planning and Development in accordance with this bylaw;
e) any request for reconsideration of a Development Permit decision where reconsideration by the Board is provided for under this bylaw; and
f) any request for reconsideration of a Development Variance Permit for a Minor Variance decision where reconsideration by the Board is provided for under this bylaw.
4.2.3 For every application considered by the Board, the Board must consider a staff report and the recommendations of the Electoral Area Services Committee. The report must contain,

as applicable:
a) a copy of the completed application;
b) staff recommendations respecting the application;
c) where the application is for an amendment and staff recommend first reading or adoption of an amendment bylaw, a copy of the draft amendment bylaw, except that where staff recommend against approval of the amendment bylaw, a copy of the draft amendment bylaw need not be attached to the report, although staff may attach a draft bylaw for information purposes;
d) where the application is for a permit and staff recommend issuance of the permit, a copy of the draft permit; except where staff recommend against issuance of the permit, a copy of the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;
e) a statement of the amount of any proposed security to be posted by the permittee, if any; and
f) any additional relevant information.

4.2.4 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of an amendment application:
a) give readings to or adopt the bylaw;
b) give readings to or adopt the bylaw as amended by the Board in its resolution;
c) refer the application to the Electoral Area Services Committee for further consideration;
d) refer the application for additional information or further staff review;
e) defer consideration of the application to a future meeting of the Board; or
f) refuse the application.

4.2.5 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of a permit application or other matter reserved to the Board under this bylaw:
a) authorize issuance or approval;
b) authorize issuance or approval as amended by the Board in its resolution;
c) impose terms and conditions authorized by law, including requiring security, undertakings, or the registration of agreements, where applicable;
d) refer the application or matter to the Electoral Area Services Committee for further consideration;
e) refer the application or matter for additional information or further staff review;
f) defer consideration of the application or matter to a future meeting of the Board; or
g) refuse the application or request.

4.3 Delegated Authority

4.3.1 The Board delegates authority to consider and decide the matters set out in this section to the Electoral Area Services Committee or the Director of Planning and Development, as the case may be, in accordance with the provisions of this bylaw.

4.3.2 The Electoral Area Services Committee is delegated the authority to consider and decide applications relating to Form and Character Development Permits.

4.3.3 The Director of Planning and Development is delegated the authority to consider and decide:
a) Development Permit applications, except:
i. applications relating to Form and Character Development Permits;
ii. applications that must be considered as a Development Variance Permit under this bylaw; and
iii. applications otherwise required by this bylaw to be considered by the Board

b) Development Variance Permit applications that meet the Minor Variance eligibility criteria established by this bylaw.

4.3.4 The Delegate considering an application under this section shall consider a staff report for every application. The staff report must contain:
a) a copy of the completed application;
b) staff recommendations regarding the proposed permit;
c) where staff recommend issuance of a permit, a copy of the draft permit, except that where staff recommend against issuance of a permit, a copy of the draft permit need not be attached
to the report, although staff may attach a draft permit for information purposes; and,
d) a statement of the amount of any proposed security to be posted by the permittee, if any, and the rationale for the amount of security recommended.

4.3.5 Upon consideration of an application and review of the staff report, the Electoral Area Services Committee may:
a) authorize issuance of the permit;
b) authorize issuance of the proposed permit as amended by the Electoral Area Services Committee in its resolution;
c) defer consideration of the application to a future meeting of the Electoral Area Services Committee;
d) refer the application to the Board; or
e) refuse to authorize issuance of the permit.

4.3.6 Upon consideration of an application and review of the staff report, the Director of Planning and Development may:
a) issue the permit;
b) issue the permit subject to terms and conditions the Director of Planning and Development considers appropriate and that are authorized by law;
c) refer the application to the Board; or
d) refuse the permit.

4.3.7 The Director of Planning and Development will report annually to the Electoral Area Services Committee respecting issued or refused Development Permits and Development Variance Permits for a Minor Variance.

4.4 Development Variance Permit Applications for Minor Variances

4.4.1 A proposed variance is eligible to be considered as a Minor Variance only if it varies a provision of the applicable Zoning Bylaw respecting one or more of the following, and only if it does not exceed the limits set out below:

a) lot coverage limited to an increase of not more than 20% of the maximum permitted lot coverage;
b) setbacks limited to an increase or reduction of not more than 20% of the minimum or maximum setback distance established by the applicable Zoning Bylaw;
c) building height limited to an increase of not more than 10% of the maximum permitted height;
d) driveway width regulations limited to a reduction below the minimum required width, or an increase above the maximum permitted width of not more than 10%;
e) off-street parking and loading setbacks limited to a reduction of not more than 10% of the required setback; and
f) sign area limited to an increase of not more than 10% of the maximum permitted sign area.

4.4.2 Notwithstanding section 4.4.1, a proposed variance must not be considered a Minor Variance where:

a) the construction of the building or structure was commenced without a valid building permit, or was carried out contrary to an issued building permit; or
b) the Director of Planning and Development determines that the application raises broader planning, neighbourhood, public interest, policy, or governance considerations.

4.4.3 In deciding whether to issue a Development Variance Permit for a Minor Variance, the Director of Planning and Development must consider, but is not limited to, the following guidelines, and may assign such weight to each guideline as the Director considers appropriate having regard to the circumstances of the application:

a) whether the proposed variance is generally consistent with the relevant Official Community Plan and any other applicable Board-approved policy;
b) whether the proposed variance is reasonably justified by the circumstances of the site, the proposed development, or the nature of the regulation being varied;
c) whether the proposed variance maintains the general intent and purpose of the bylaw provision proposed to be varied;
d) whether the proposed variance is unlikely to result in significant adverse impacts on adjacent properties, neighbouring uses, or the surrounding area;
e) whether the proposed variance is unlikely to create or exacerbate a risk to public safety;
f) whether the proposed variance is unlikely to impose unreasonable additional servicing, infrastructure, administrative, or financial costs on the Regional District; and
g) whether any identified impacts can be adequately mitigated through permit conditions or other lawful measures available to the Regional District, including siting, design, screening, landscaping, or the registration of a covenant where appropriate.

4.5 Public Hearings

4.5.1 Subject to the Local Government Act, a public hearing is required before the Board may adopt:
a) an Official Community Plan bylaw; or
b) a Zoning Bylaw for which a hearing is required under the Local Government Act.

4.5.2 The Board may, by resolution, decide not to hold a public hearing in accordance with section 464(2) of the Local Government Act, where:
a) an Official Community Plan is in effect for the area that is the subject of the proposed Zoning Bylaw, and
b) the proposed Zoning Bylaw is consistent with that Official Community Plan.

4.5.3 The Board shall not hold a public hearing in respect of a proposed Zoning Bylaw where:
a) section 464(3) of the Local Government Act applies; or
b) section 464(4) of the Local Government Act applies.

4.5.4 Unless the Board otherwise appoints another director by resolution, the holding and chairing of a delegated public hearing is delegated to:
a) the Electoral Area Director for the Electoral Area in which the subject land is located, or
b) In the absence of the Electoral Area Director, the Chair of the Electoral Area Services Committee, or
c) In the absence of both the Electoral Area Director and the Chair of the Electoral Area Services Committee the Chair of the public hearing shall be appointed by the Board Chair.

4.5.5 The Chair of the public hearing may establish procedural rules for the conduct of the public hearing in accordance with the Local Government Act.

4.6 Public Information Meetings

4.6.1 The Board, the Electoral Area Services Committee or the Director of Planning and Development may require that an applicant hold a public information meeting prior to consideration
of a Development Permit, a Development Variance Permit, a Temporary Use Permit, or a bylaw amendment.

4.6.2 Notwithstanding Section 4.6.1, the Board or the Director of Planning and Development must not require that an applicant hold a public information meeting for a proposed
Zoning Bylaw amendment where a public hearing is prohibited pursuant to Section 464 (3), or Section 464 (4) of the Local Government Act.

e) An outline map of the land subject to the application showing adjoining roads and a North arrow;

4.6.3 The notice of a public information meeting held by the Regional District shall be mailed or distributed in the same manner as would be required for a public hearing, and

f) All sign(s) shall be installed on a sturdy frame and be capable of withstanding wind and weather.

where the application is for a permit with respect to land upon which there are existing buildings, the sign(s) shall be placed at a reasonable location near the front property line, adjacent to the most visible public highway, and as close as practicable to the proposed Development Variance Permit or Temporary Use Permit, so as to give adequate notice to the public.

4.8 Signs

4.8.1 When an application is received by the Director of Planning and Development for an amendment to this bylaw, a Development Variance Permit, or a Temporary Use Permit, the applicant shall be required to post a sign on the land that is the subject of the application, and the sign(s) shall be placed in accordance with the provisions of this bylaw within forty-eight (48) hours after the application is received by the Director of Planning and Development.

4.8.2 Notwithstanding Section 4.8.1 of this bylaw, the Director of Planning and Development may waive or modify the requirement to post a sign(s) where the posting of a sign(s) within the specified time will result in the applicant incurring undue hardship or expense in the circumstances.

4.8.3 The sign(s) referred to in Section 4.8.1 shall be to the specifications determined by the Director of Planning and Development and shall contain:

a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

4.6.3 The notice of a public information meeting held by the Regional District shall be mailed or distributed in the same manner as would be required for a public hearing, and

4.7 Notification

4.7.1 Where any land owner is requesting an amendment to the Official Community Plan or Zoning Bylaw, or the issuance of a Development Variance Permit, which affects the permitted use of land, the Regional District shall deliver notice by mail or delivery to the owner and occupiers of all parcels any part of which is the subject of the application or which is adjacent to the land that is the subject of the application.

4.7.2 Notwithstanding Section 4.7.1(b), notification is not required for a Development Variance Permit for a Minor Variance under this Bylaw.

4.7.3 Notwithstanding section 4.7.1, the Board, Electoral Area Services Committee or the Director of Planning and Development may alter the notification area and within the time prescribed shall result in postponement of the applicable Board consideration, including any public hearing or Board meeting to consider the bylaw, and any additional costs incurred by the Regional District for notice, advertising, or rescheduling as a result of the postponement shall be the responsibility of the applicant.

4.8.1 When an application is received by the Director of Planning and Development for an amendment to this bylaw, a Development Variance Permit, or a Temporary Use Permit, the applicant shall be required to post a sign on the land that is the subject of the application, and the sign(s) shall be placed in accordance with the provisions of this bylaw within forty-eight (48) hours after the application is received by the Director of Planning and Development.

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a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

4.7 Notification

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4.7.2 Notwithstanding Section 4.7.1(b), notification is not required for a Development Variance Permit for a Minor Variance under this Bylaw.

4.7.3 Notwithstanding section 4.7.1, the Board, Electoral Area Services Committee or the Director of Planning and Development may alter the notification area and within the time prescribed shall result in postponement of the applicable Board consideration, including any public hearing or Board meeting to consider the bylaw, and any additional costs incurred by the Regional District for notice, advertising, or rescheduling as a result of the postponement shall be the responsibility of the applicant.

4.8 Signs

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4.8.2 Notwithstanding Section 4.8.1 of this bylaw, the Director of Planning and Development may waive or modify the requirement to post a sign(s) where the posting of a sign(s) within the specified time will result in the applicant incurring undue hardship or expense in the circumstances.

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a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

4.6.3 The notice of a public information meeting held by the Regional District shall be mailed or distributed in the same manner as would be required for a public hearing, and

4.7 Notification

4.7.1 Where any land owner is requesting an amendment to the Official Community Plan or Zoning Bylaw, or the issuance of a Development Variance Permit, which affects the permitted use of land, the Regional District shall deliver notice by mail or delivery to the owner and occupiers of all parcels any part of which is the subject of the application or which is adjacent to the land that is the subject of the application.

4.7.2 Notwithstanding Section 4.7.1(b), notification is not required for a Development Variance Permit for a Minor Variance under this Bylaw.

4.7.3 Notwithstanding section 4.7.1, the Board, Electoral Area Services Committee or the Director of Planning and Development may alter the notification area and within the time prescribed shall result in postponement of the applicable Board consideration, including any public hearing or Board meeting to consider the bylaw, and any additional costs incurred by the Regional District for notice, advertising, or rescheduling as a result of the postponement shall be the responsibility of the applicant.

4.8 Signs

4.8.1 When an application is received by the Director of Planning and Development for an amendment to this bylaw, a Development Variance Permit, or a Temporary Use Permit, the applicant shall be required to post a sign on the land that is the subject of the application, and the sign(s) shall be placed in accordance with the provisions of this bylaw within forty-eight (48) hours after the application is received by the Director of Planning and Development.

4.8.2 Notwithstanding Section 4.8.1 of this bylaw, the Director of Planning and Development may waive or modify the requirement to post a sign(s) where the posting of a sign(s) within the specified time will result in the applicant incurring undue hardship or expense in the circumstances.

4.8.3 The sign(s) referred to in Section 4.8.1 shall be to the specifications determined by the Director of Planning and Development and shall contain:

a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

4.9 Lapses, Changes, Reapplications and Decisions

4.9.1 Applications that have not been approved or refused twelve (12) months after the date the application was received, with the exception of bylaw amendments that have received third reading from the Board, may be deemed by the Director of Planning and Development to lapse and have no force and effect.

4.9.2 Where an applicant makes a significant change, such as a change in land use, to an amendment application after it has received first reading from the Board, the Board may refuse the original application for an amendment. The original application will be closed and the applicant must make a new application.

4.9.3 Re-application for a bylaw amendment or permit that has been refused shall not be considered within a six (6) month period immediately following the date of refusal.

4.9.4 Where an applicant intends to appeal the time limit for reapplication to the Board pursuant to Section 460(3) of the Local Government Act, the applicant shall submit, in writing, a detailed statement as to how the application differs in substance from that previously refused or why the time limit for the reapplication should be varied.

4.9.5 Written notice of a decision respecting an amendment or permit application shall be delivered to applicant within thirty (30) days immediately following the date of the decision.

4.10 Reconsideration of Delegated Decisions

4.10.1 An applicant may request that the Board reconsider:
a) a decision of the Electoral Area Services Committee or the Director of Planning and Development respecting:
i. the issuance or refusal of a Development Permit; and
ii. a term or condition contained in a Development Permit
b) a decision of the Director of Planning and Development respecting:
i. the issuance, refusal, or conditions of a Development Variance Permit for a Minor Variance.

4.10.2 A request for reconsideration must:
a) be submitted in writing to the Corporate Officer;
b) be received within 30 days of the date of the decision;
c) include the date and nature of the decision;
d) include the reasons for reconsideration; and
e) state the decision sought.

4.10.3 Unless the Board determines otherwise, a request for reconsideration must relate only to matters that were before the Delegate at the time of the original decision.

4.10.4 A request for reconsideration will be considered by the Board at a regular Board meeting after the completed request is received, together with any supplementary information permitted by the Board and any report from the Director of Planning and Development.

4.10.5 Following reconsideration, the Board may:
a) confirm the decision of the Delegate;

b) vary the decision or any term, security, or condition of the permit; or
c) set aside the delegated decision and substitute its own decision.

5) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

6) REPEAL

The bylaw officially cited as “Fraser Valley Regional District Development Procedures Bylaw No. 1377, 2016” is hereby repealed.

7) READINGS AND ADOPTION

READ A FIRST TIME THIS day of
READ A SECOND TIME THIS day of
READ A THIRD TIME THIS day of
ADOPTED THIS day of

____

Chair/Vice-Chair  Corporate Officer/Deputy

8) CERTIFICATION

I hereby certify that this is a true and correct copy of Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026 as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, B.C. on

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1831, 2026

A bylaw to establish procedures for permit applications and applications to amend zoning and Official Community Plan bylaws

WHEREAS the Board of Directors of the Fraser Valley Regional District ("the Board") has adopted Official Community Plans and Zoning Bylaws;

WHEREAS the Board must define procedures under which an owner of land may apply for amendments to Official Community Plans, Zoning Bylaws and permits under Part 14 of the Local Government Act;

THEREFORE, the Board of Directors of the Fraser Valley Regional District enacts as follows:

1) CITATION

This bylaw may be cited as Fraser Valley Regional District Development Procedures Bylaw No. 1831, 2026.

2) APPLICATION

2.1 This bylaw shall be applicable within the Electoral Areas of the Fraser Valley Regional District.

2.2 This bylaw applies to:
a) applications to amend:
i. an Official Community Plan; and
ii. a Zoning Bylaw.
b) applications for:
i. development permits;
ii. development variance permits; and,
iii. temporary use permits.

3) DEFINITIONS

3.1 In this bylaw:

"amendment" means an application to amend:
a) an Official Community Plan; or
b) a Zoning Bylaw.
"applicant" means the owner of land, or a person authorized in writing by the owner, who submits an application under this bylaw.

"application" means an application submitted under this bylaw for:
a) an amendment; or
b) a permit.

"Board" means the Board of Directors of the Fraser Valley Regional District.

"Cultus Lake Park" means the lands identified in the Cultus Lake Park Act as forming Cultus Lake Park.

"Delegate" means the Director of Planning and Development or the Electoral Area Services Committee, as the context requires.

"Director of Planning and Development" means the Fraser Valley Regional District Director of Planning and Development or, in the Director's absence, the Deputy Director of Planning or the Manager of Planning.

"Electoral Areas" means Electoral Areas A, B, C, D, E, F, G and H of the Fraser Valley Regional District.

"Electoral Area Services Committee" means the standing committee of the Board comprised of the Electoral Area Directors.

"Form and Character Development Permit" means a Development Permit issued within a Development Permit Area designated under section 488(1)(e), (f), or (g) of the Local Government Act.

"Local Government Act" means the Local Government Act, R.S.B.C. 2015, c. 1, as amended or replaced from time to time.

"Minor Variance" means a Development Variance Permit application that satisfies the eligibility criteria established in section 4.4 of this bylaw.

"permit" means:
a) a Development Permit;
b) a Development Variance Permit; or
c) a Temporary Use Permit.

"Regional District" means the Fraser Valley Regional District.

"Zoning Bylaw" means a zoning bylaw adopted by the Regional District under the Local Government Act.

## 4) PROCEDURES & REGULATIONS

### 4.1 Applications & Fees

4.1.1 Applications for an amendment or a permit shall be made by the owner of the land involved or by a person authorized by the owner in writing.

4.1.2 Every application for an amendment or a permit shall be in writing and shall contain:
a) a completed application form in the form prescribed by the Regional District along with any supplementary information required by the Regional District; and,
b) an application fee as set out in the Fraser Valley Regional District Development Application Fees Bylaw as it exists from time to time.

4.1.3 The application fee includes the cost of public notice and, where required, mailing or digital distribution of notices for one public hearing. Where more than one public hearing is held, the applicant shall pay all costs associated with the second and any subsequent public hearings, including any required mailing or digital distribution of notices, facility rental and staff overtime, unless the Board or the Director of Planning and Development determines otherwise.

4.1.4 Where a public information meeting is required, the applicant shall pay all costs associated with the public information meeting, including any required public notice, mailing or digital distribution of notices, facility rental and staff overtime, in addition to the application fee, unless the Board or the Director of Planning and Development determines otherwise.

4.2 Board Consideration

4.2.1 The Board will consider and decide all applications, permits, approvals, and any related procedural determinations expressly assigned to the Board under this bylaw, unless delegated to the Electoral Area Services Committee or the Director of Planning and Development.

4.2.2 Without limiting section 4.2.1, the following matters are reserved to the Board:

a) Applications to amend:

i. an Official Community Plan;

ii. a Zoning Bylaw;

b) applications for a Temporary Use Permit;

c) applications for a Development Variance Permit, except an application that meets the criteria for a Minor Variance and is delegated to the Director of Planning and Development;

d) any application or matter referred to the Board by the Director of Planning and Development in accordance with this bylaw;

e) any request for reconsideration of a Development Permit decision where reconsideration by the Board is provided for under this bylaw; and

f) any request for reconsideration of a Development Variance Permit for a Minor Variance decision where reconsideration by the Board is provided for under this bylaw.

4.2.3 For every application considered by the Board, the Board must consider a staff report and the recommendations of the Electoral Area Services Committee. The report must contain, as applicable:

a) a copy of the completed application;

b) staff recommendations respecting the application;
c) where the application is for an amendment and staff recommend first reading or adoption of an amendment bylaw, a copy of the draft amendment bylaw, except that where staff recommend against approval of the amendment bylaw, a copy of the draft amendment bylaw need not be attached to the report, although staff may attach a draft bylaw for information purposes;
d) where the application is for a permit and staff recommend issuance of the permit, a copy of the draft permit; except where staff recommend against issuance of the permit, a copy of the draft permit need not be attached to the report, although staff may attach a draft permit for information purposes;
e) a statement of the amount of any proposed security to be posted by the permittee, if any; and
f) any additional relevant information.

4.2.4 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of an amendment application:
a) give readings to or adopt the bylaw;
b) give readings to or adopt the bylaw as amended by the Board in its resolution;
c) refer the application to the Electoral Area Services Committee for further consideration;
d) refer the application for additional information or further staff review;
e) defer consideration of the application to a future meeting of the Board; or
f) refuse the application.

4.2.5 Upon receipt of the report and recommendations under section 4.2.3, the Board may, in respect of a permit application or other matter reserved to the Board under this bylaw:
a) authorize issuance or approval;
b) authorize issuance or approval as amended by the Board in its resolution;
c) impose terms and conditions authorized by law, including requiring security, undertakings, or the registration of agreements, where applicable;
d) refer the application or matter to the Electoral Area Services Committee for further consideration;
e) refer the application or matter for additional information or further staff review;
f) defer consideration of the application or matter to a future meeting of the Board; or
g) refuse the application or request.

4.3 Delegated Authority

4.3.1 The Board delegates authority to consider and decide the matters set out in this section to the Electoral Area Services Committee or the Director of Planning and Development, as the case may be, in accordance with the provisions of this bylaw.

4.3.2 The Electoral Area Services Committee is delegated the authority to consider and decide applications relating to Form and Character Development Permits.

4.3.3 The Director of Planning and Development is delegated the authority to consider and decide:
a) Development Permit applications, except:
i. applications relating to Form and Character Development Permits;
ii. applications that must be considered as a Development Variance Permit under this bylaw; and
iii. applications otherwise required by this bylaw to be considered by the Board
b) Development Variance Permit applications that meet the Minor Variance eligibility criteria established by this bylaw.

4.3.4 The Delegate considering an application under this section shall consider a staff report for every application. The staff report must contain:
a) a copy of the completed application;
b) staff recommendations regarding the proposed permit;
c) where staff recommend issuance of a permit, a copy of the draft permit, except that where staff recommend against issuance of a permit, a copy of the draft permit need not be attached
to the report, although staff may attach a draft permit for information purposes; and,
d) a statement of the amount of any proposed security to be posted by the permittee, if any, and the rationale for the amount of security recommended.

4.3.5 Upon consideration of an application and review of the staff report, the Electoral Area Services Committee may:
a) authorize issuance of the permit;
b) authorize issuance of the proposed permit as amended by the Electoral Area Services Committee in its resolution;
c) defer consideration of the application to a future meeting of the Electoral Area Services Committee;
d) refer the application to the Board; or
e) refuse to authorize issuance of the permit.

4.3.6 Upon consideration of an application and review of the staff report, the Director of Planning and Development may:
a) issue the permit;
b) issue the permit subject to terms and conditions the Director of Planning and Development considers appropriate and that are authorized by law;
c) refer the application to the Board; or
d) refuse the permit.

4.3.7 The Director of Planning and Development will report annually to the Electoral Area Services Committee respecting issued or refused Development Permits and Development Variance

Permits for a Minor Variance.

4.4 Development Variance Permit Applications for Minor Variances

4.4.1 A proposed variance is eligible to be considered as a Minor Variance only if it varies a provision of the applicable Zoning Bylaw respecting one or more of the following, and only if it does not exceed the limits set out below:

a) lot coverage limited to an increase of not more than 20% of the maximum permitted lot coverage;
b) setbacks limited to an increase or reduction of not more than 20% of the minimum or maximum setback distance established by the applicable Zoning Bylaw;
c) building height limited to an increase of not more than 10% of the maximum permitted height;
d) driveway width regulations limited to a reduction below the minimum required width, or an increase above the maximum permitted width of not more than 10%;
e) off-street parking and loading setbacks limited to a reduction of not more than 10% of the required setback; and
f) sign area limited to an increase of not more than 10% of the maximum permitted sign area.

4.4.2 Notwithstanding section 4.4.1, a proposed variance must not be considered a Minor Variance where:

a) the construction of the building or structure was commenced without a valid building permit, or was carried out contrary to an issued building permit; or
b) the Director of Planning and Development determines that the application raises broader planning, neighbourhood, public interest, policy, or governance considerations.

4.4.3 In deciding whether to issue a Development Variance Permit for a Minor Variance, the Director of Planning and Development must consider, but is not limited to, the following guidelines, and may assign such weight to each guideline as the Director considers appropriate having regard to the circumstances of the application:

a) whether the proposed variance is generally consistent with the relevant Official Community Plan and any other applicable Board-approved policy;
b) whether the proposed variance is reasonably justified by the circumstances of the site, the proposed development, or the nature of the regulation being varied;
c) whether the proposed variance maintains the general intent and purpose of the bylaw provision proposed to be varied;
d) whether the proposed variance is unlikely to result in significant adverse impacts on adjacent properties, neighbouring uses, or the surrounding area;
e) whether the proposed variance is unlikely to create or exacerbate a risk to public safety;
f) whether the proposed variance is unlikely to impose unreasonable additional servicing, infrastructure, administrative, or financial costs on the Regional District; and
g) whether any identified impacts can be adequately mitigated through permit conditions or other lawful measures available to the Regional District, including siting, design, screening, landscaping, or the registration of a covenant where appropriate.

4.5 Public Hearings

4.5.1 Subject to the Local Government Act, a public hearing is required before the Board may adopt:

a) an Official Community Plan bylaw; or
b) a Zoning Bylaw for which a hearing is required under the Local Government Act.

4.5.2 The Board may, by resolution, decide not to hold a public hearing in accordance with section 464(2) of the Local Government Act, where:
a) an Official Community Plan is in effect for the area that is the subject of the proposed Zoning Bylaw, and
b) the proposed Zoning Bylaw is consistent with that Official Community Plan.

4.5.3 The Board shall not hold a public hearing in respect of a proposed Zoning Bylaw where:
a) section 464(3) of the Local Government Act applies; or
b) section 464(4) of the Local Government Act applies.

4.5.4 Unless the Board otherwise appoints another director by resolution, the holding and chairing of a delegated public hearing is delegated to:
a) the Electoral Area Director for the Electoral Area in which the subject land is located, or
b) In the absence of the Electoral Area Director, the Chair of the Electoral Area Services Committee, or
c) In the absence of both the Electoral Area Director and the Chair of the Electoral Area Services Committee the Chair of the public hearing shall be appointed by the Board Chair.

4.5.5 The Chair of the public hearing may establish procedural rules for the conduct of the public hearing in accordance with the Local Government Act.

4.6 Public Information Meetings

4.6.1 The Board, the Electoral Area Services Committee or the Director of Planning and Development may require that an applicant hold a public information meeting prior to consideration
of a Development Permit, a Development Variance Permit, a Temporary Use Permit, or a bylaw amendment.

4.6.2 Notwithstanding Section 4.6.1, the Board or the Director of Planning and Development must not require that an applicant hold a public information meeting for a proposed
Zoning Bylaw amendment where a public hearing is prohibited pursuant to Section 464 (3), or Section 464 (4) of the Local Government Act.

4.6.3 The notice of a public information meeting held by the Regional District shall be mailed or distributed in the same manner as would be required for a public hearing; or,
where the application is for a permit, in the same manner as if it were notice of a proposed Development Variance Permit or Temporary Use Permit, unless the requirement for the
notice is waived by the Director of Planning and Development.

4.7 Notification

4.7.1 Where mailed or delivered notice is required pursuant to the Local Government Act, notice of the public hearing for an Official Community Plan, Zoning Bylaw, or notice of the date of the Board's deliberations for the issuance of a Development Permit, Development Variance Permit, or Temporary Use Permit, shall be mailed or otherwise delivered to the owner and occupiers of all parcels, any part of which is the subject of the bylaw alteration or the permit, or within the following distance from the part of the land that is subject to the bylaw alteration or permit:

a) For Zoning Bylaws, Official Community Plan Bylaws, and Temporary Use Permits, the minimum notice area is 150 metres;

b) For Development Variance Permits the minimum notice area is thirty (30) metres; and,

c) Where a public information meeting is required for a Development Permit, the minimum notice area is thirty (30) metres.

4.7.2 Notwithstanding Section 4.7.1(b), notification is not required for a Development Variance Permit for a Minor Variance issued by the Director of Planning and Development under this Bylaw.

4.7.3 Notwithstanding section 4.7.1, the Board, Electoral Area Services Committee or the Director of Planning and Development may, at their discretion, increase the notice area.

4.8 Signs

4.8.1 Where an application to amend a bylaw has been submitted, the applicant shall be required to post a sign on the land that is the subject of the amendment application, and the sign(s) shall be in accordance with the provisions of this bylaw.

4.8.2 Notwithstanding section 4.8.1 of this bylaw, the Director of Planning and Development may waive or modify the requirement to post a sign where it is determined that posting a sign is impracticable or unnecessary in the circumstances.

4.8.3 The sign(s) referred to in Section 4.8.1 shall be to the specifications determined by the Director of Planning and Development and shall contain:

a) The name of the Fraser Valley Regional District and its corporate logo;

b) The application title or titles, normally the bylaw amendment or permit number, as provided by the Regional District;

c) A brief statement describing the purpose of application, the wording of which is to be provided by the Regional District;

d) The name and telephone number of the applicant and the name and telephone number of the Regional District Planning Department;

e) An outline map of the land subject to the application showing adjoining roads and a North arrow; and,

f) All sign(s) shall be installed in a sound manner and be capable of withstanding wind and weather. The sign(s) shall not interfere with pedestrian or vehicular traffic or obstruct visibility from streets or driveways so as to create a hazard.

4.8.4 The applicant shall place signage in accordance with the following requirements:

a) A minimum of one (1) sign shall be placed on the land that is the subject of an application, where the Regional District has received an application for amendment of the Official Community Plan map or zoning map designation of the land, or for an Official Community Plan or zoning text amendment that would alter the permitted use of or density on the land.

b) The sign shall be placed only on the land for which an application has been made, and not on other lands that will be affected by the bylaw amendment, but which are owned by persons other than the owner of the land under application.

c) The sign shall be placed on the subject land in a prominent location adjacent to a travelled, public highway to which the land abuts, in such a location that it is clearly visible from the public highway. Where the subject land does not abut a travelled, public highway, the sign shall be placed at a prominent location acceptable to the Director of Planning and Development.

4.8.5 Notwithstanding Sections 4.8.4 of this bylaw, the Board or the Director of Planning and Development may require the applicant to place more than one sign or may approve alternate locations for placement of signs which meet the intent of this bylaw.

4.8.6 The placement of the sign(s) shall be made by the applicant no later than ten (10) days prior to First Reading or as otherwise directed by the Director of Planning and Development.

4.8.7 Failure to place the sign(s) in accordance with this bylaw and within the time prescribed shall result in postponement of the applicable Board consideration, including any public hearing or Board meeting to consider the bylaw, and any additional costs incurred by the Regional District for notice, advertising, or rescheduling as a result of the postponement shall be the responsibility of the applicant.

4.8.8 The sign(s) shall be removed from the land within forty-eight (48) hours after the conclusion of the public hearing, or where a public hearing has been waived, forty-eight (48) hours after the meeting of the Board to consider third reading. Failure by the applicant to remove the sign(s) within the specified time will result in the Regional District, by its staff or others, undertaking the removal of same at the expense of the applicant.

4.9 Lapses, Changes, Reapplications and Decisions

4.9.1 Applications that have not been approved or refused twelve (12) months after the date the application was received, with the exception of bylaw amendments that have received third reading from the Board, may be deemed by the Director of Planning

and Development to lapse and have no force and effect.

4.9.2 Where an applicant makes a significant change, such as a change in land use, to an amendment application after it has received first reading from the Board, the Board may refuse the original application for an amendment. The original application will be closed and the applicant must make a new application.

4.9.3 Re-application for a bylaw amendment or permit that has been refused shall not be considered within a six (6) month period immediately following the date of refusal.

4.9.4 Where an applicant intends to appeal the time limit for reapplication to the Board pursuant to Section 460(3) of the Local Government Act, the applicant shall submit, in writing, a detailed statement as to how the application differs in substance from that previously refused or why the time limit for the reapplication should be varied.

4.9.5 Written notice of a decision respecting an amendment or permit application shall be delivered to applicant within thirty (30) days immediately following the date of the decision.

4.10 Reconsideration of Delegated Decisions

4.10.1 An applicant may request that the Board reconsider:
a) a decision of the Electoral Area Services Committee or the Director of Planning and Development respecting:
i. the issuance or refusal of a Development Permit; and
ii. a term or condition contained in a Development Permit
b) a decision of the Director of Planning and Development respecting:
i. the issuance, refusal, or conditions of a Development Variance Permit for a Minor Variance.

4.10.2 A request for reconsideration must:
a) be submitted in writing to the Corporate Officer;
b) be received within 30 days of the date of the decision;
c) include the date and nature of the decision;
d) include the reasons for reconsideration; and
e) state the decision sought.

4.10.3 Unless the Board determines otherwise, a request for reconsideration must relate only to matters that were before the Delegate at the time of the original decision.

4.10.4 A request for reconsideration will be considered by the Board at a regular Board meeting after the completed request is received, together with any supplementary information permitted by the Board and any report from the Director of Planning and Development.

4.10.5 Following reconsideration, the Board may:
a) confirm the decision of the Delegate;
b) vary the decision or any term, security, or condition of the permit; or
c) set aside the delegated decision and substitute its own decision.

5) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

6) REPEAL

The bylaw officially cited as “Fraser Valley Regional District Development Procedures Bylaw No. 1377, 2016” is hereby repealed.

7) READINGS AND ADOPTION

READ A FIRST TIME THIS 22nd day of October, 2026
READ A SECOND TIME THIS 22nd day of October, 2026
READ A THIRD TIME THIS 22nd day of October, 2026
ADOPTED THIS 22nd day of October, 2026

____

Chair/Vice-Chair  Corporate Officer/Deputy

8) CERTIFICATION

I hereby certify that this is a true and correct copy of Fraser Valley Regional District Development Procedur
Bylaw No. 1831, 2026 as adopted by the Board
of Directors of the Fraser Valley Regional District on October 22, 2026

Dated at Chilliwack, B.C. on October ____, 2026

Corporate Officer/Deputy