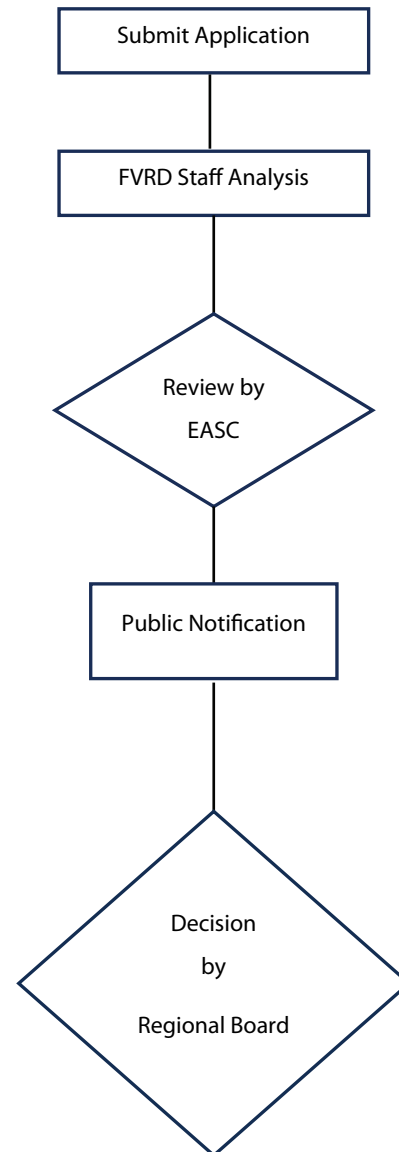


Development Variance Permit

This is a summary of the development variance permit process intended to assist you in your application. While every care has been taken in the preparation of this brochure, the Fraser Valley Regional District assumes no liability for its contents. This brochure is intended as a guide only and is not a legal document. You are advised to review the applicable legislation and bylaws and conduct your own inquiries with staff and other agencies. Specific procedures, requirements, and costs for your proposal will be determined at the time of application.



Development Variance Permit



www.fvrd.ca

Development Variance Permit

What is a Development Variance Permit?

A Development Variance Permit (DVP) allows for the relaxation of certain Fraser Valley Regional District zoning bylaw requirements, other than use or density, such as setbacks from a lot line. Varying use or density would require a zoning bylaw amendment. Development variance permits are issued under Section 922 of the *Local Government Act*.



Who can apply for a Development Variance Permit?

- The property owner(s) or an authorized agent;
- Where a property is owned by a company or society, the application must be signed by a person with signing authority.

How long does it take to get a Development Variance Permit?

DVP applications generally take approximately 4 to 8 weeks to process.

What is the cost of a Development Variance Permit?

The cost of a DVP is \$350.00

[Fees are subject to change at the discretion of the Regional Board]

Application Process:

Step 1: Submission of Application

Submit a completed application form, with all required attachments and fees, to the Regional District Planning Department. Forms are available at the FVRD office or online at www.fvrd.ca



Step 2: Application Review and Staff Report

Staff will then analyze the application in accordance with applicable FVRD bylaws and regulations, and prepare a report.

Step 3: Committee Review

The staff report and recommendations, along with a draft permit, will then be forwarded to the Electoral Area Services Committee and the Regional Board.

- Electoral Area Services Committee (EASC): EASC is composed of the Directors of the seven Electoral Areas of the FVRD and usually meet on the second Tuesday of each month. EASC will review the application and staff report, and make recommendations to the Regional Board. The applicant may be asked, or wish to, make a presentation to EASC.
- Public Notification: Once EASC has recommended the DVP to the Board, staff will prepare a notice describing the proposed variance and mail it to residents and property owners, generally within a 30 metre radius of the subject property.

Respondents are given approximately ten (10) days to comment to FVRD staff. These comments are forwarded to the Regional Board if they are received before the Board meeting at which the application is being considered.

- Regional Board: The Regional Board is made up of councillors from the FVRD municipalities and the Electoral Area Directors, and usually meets on the fourth Tuesday of each month. The Regional Board considers all public input on the proposed variances and either authorizes issuance or refuses the permit.



Step 4: Issuance of Permit

If the Regional Board authorizes issuance of the DVP, the FVRD will register a Notice of Permit with the Land Titles Office on the title of the property. Upon confirmation that the Notice of Permit has been registered on title, the applicant will be notified and will be sent a copy of the Notice of Registration and Development Variance Permit.



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