Development Variance Permit

Information Bulletin

Revised: July 2026

What is a Development Variance Permit?

A Development Variance Permit (DVP) varies a specific regulation outlined in **Zoning Bylaw No. 0320**, **Sign Bylaw No. 0250**, or the **Works and Services Bylaw No. 0249**. The property must still conform to all other development regulations outlined in the associated bylaw(s).



Exceptions to DVPs

A DVP cannot vary the land use or density of a property, If a property owner wishes to modify these aspects, they may apply to do so via a Zoning Bylaw Amendment.



What is the Board of Variance?

The Board of Variance (BOV) is established by local municipalities to consider applications that allege compliance with certain regulations that may cause undue hardship. It is a quasi-judicial body that operates separately from Council. An application for a minor variance to the Board may be issued as an alternative option to the DVP.

What is considered when reviewing a DVP application?

DVPs will be considered by staff and Council in the context of:

- Other available options in design, functionality, and siting safety issues
- Urban design and aesthetic aspects
- The extent of variance(s) requested
- The applicant's rationale for the variance
- Any unique site features
- Public input
- Applicable City policies (i.e. Official Community Plan)
- When a proposed variance is considered 'minor' (criteria outlined in Development Applications Procedures Bylaw) a DVP application can be reviewed and approved through delegated authority by the GM of Community Development

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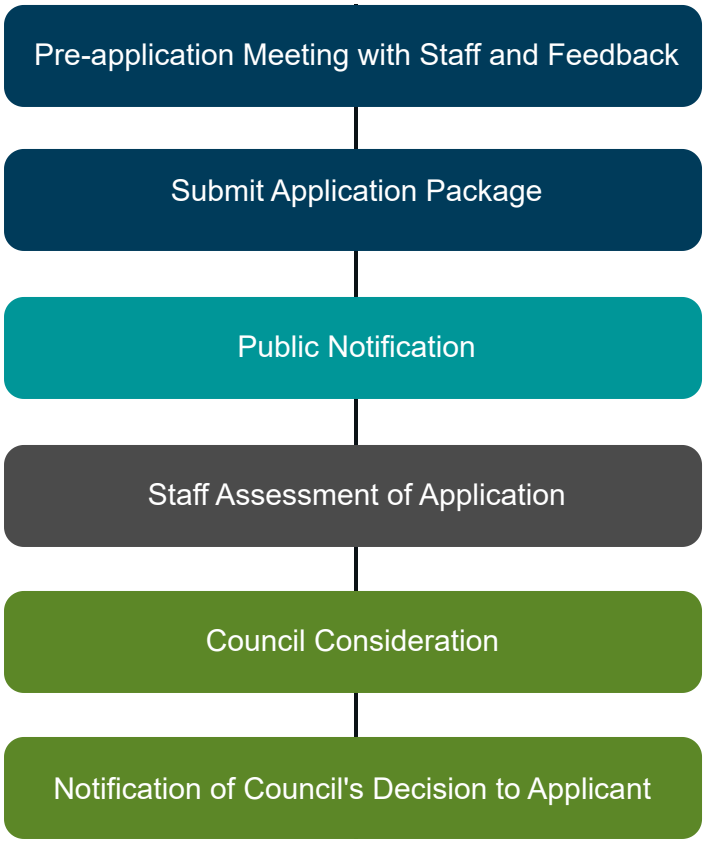
How is an application made?

To apply for a DVP, complete the Development Application Form and fulfill all the requirements specified. Any additional required drawings and information are specified on the form. Complete applications can be submitted to Development Services at Municipal Hall.

What is the application cost?

The application fee for a Development Variance Permit is $1,050 as per the **Fees and Charges Bylaw No. 0028**. This does not include the cost of any additional plans (i.e. site plan) or legal fees, or documents required to make the application complete.

Application Process



Resources and Further Information

A preliminary meeting with Development Services staff must be scheduled before an application is submitted to discuss the proposal. Before scheduling a meeting with staff, please review any relevant City policies and regulations. These include:

- **Official Community Plan**
- **Zoning Bylaw No. 0320**
- **Sign Bylaw No. 0250**

For more information, please contact Development Services. Staff are happy to answer any questions you may have.