Development Permits

Information Bulletin

Revised: July 2026

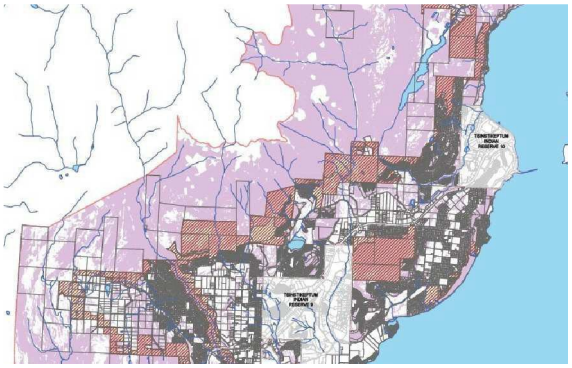
What is a Development Permit?

Development Permit Areas (DPAs) are portions of land identified as having values requiring protection and further technical review before any works begin. DPAs allow the City to enhance neighbourhood character, protect the environment, revitalize commercial areas, conserve energy and water, and reduce greenhouse gas emissions.



How many DPAs exist?

There are eight DPAs designated in the **Official Community Plan** (OCP). Half of these pertain to land use (Commercial, Industrial, Multiple Family, and Intensive Residential), while the others pertain to environmental features (Hillside, Aquatic Ecosystem, Sensitive Terrestrial Ecosystem, and Wildfire Interface).



When is a Development Permit required?

For properties located within a DPA, a permit is required prior to the issuance of a building permit of approval of subdivision. A Development Permit (DP) may also be required prior to any site disturbance on your property, including the clearing of land. If your property is located within multiple DPAs, you only need to submit one application. A DP is not required for maintaining existing landscaping but may be required for the removal of some trees. Please enquire with staff or see the Tree Removal Consideration bulletin.

A Development Permit may be approved through delegated authority by the GM of Community Development if an application meets the criteria for a Minor Development Permit as outlined in the Development Applications Procedures Bylaw.

What is included in a Development Permit?

A DP outlines the specific conditions that development must conform to. For example, a development in a Multiple Family DPA may specify the required building shape, materials, colours, and landscaping. A single-family home next to a creek in a Sensitive Terrestrial Ecosystem DPA may include specific conditions for building setbacks, restrictions for on-site disturbance, fencing, and replanting. Sometimes, a DP may require a security that guarantees the completion of permit conditions. Once work is complete, the majority of funds are returned to the applicant.

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How is an application made?

Before applying for a DP, applicants should review their proposal with staff to determine if any revisions are required, as well as the scale of the application process. In certain cases, they may be able to apply for a Minor DP.

Application forms can be obtained online or from City Hall. Please contact Development Services staff to schedule a Pre-Application meeting before submitting an application. Complete applications must be submitted to Development Services at City Hall.

The processing time for a DP application is approximately three to six months, depending on the complexity of the application.

Application Process

Pre-application Meeting with Staff and Feedback

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Submit Application Package

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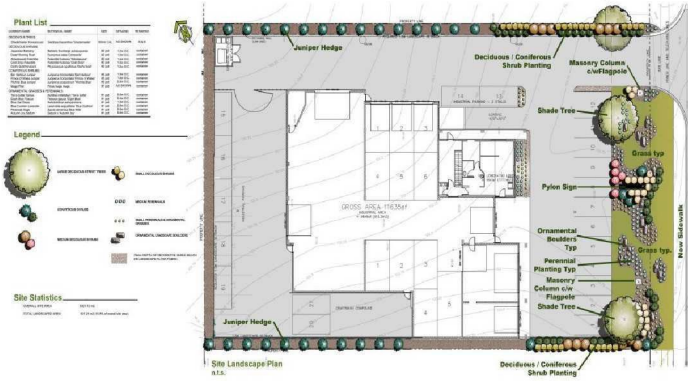
Assessment of Application by Staff

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Council or GM of Community Development Consideration

Can regulations be varied as part of the DP process?

Regulations pertaining to height and siting can be varied through a development variance permit during the DP application process. An applicant cannot vary regulations that affect land use, density, and floodplains.



Resources and Further Information

Before submitting an application, please meet with Development Services staff to discuss your proposal. Also review the City's **Official Community Plan** to determine if your property is located in a DPA or subject to the development permit process.

You can view your property and identify the DPA on the City's mapping tool at **www.WestMap.ca**.