## What is a Development Variance Permit?

A Development Variance Permit (DVP) is a land use permit used by local governments to 'vary' or relax a regulation. Examples of regulations that may be varied include building setbacks, height or site coverage.

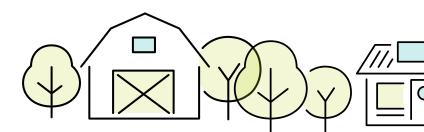
## Things to consider before you apply:

- Exhaust all options by trying to meet bylaw requirements before resorting to a DVP application
- Speak to your neighbors regarding your plans
- If you are in a strata, talk to your strata
- Be prepared to pay additional advertising costs (e.g. signage)



### When is a Development Variance Permit required?

If your proposed development does not conform to certain zoning regulations - other than permitted uses or density limits - a DVP may be a potential path forward. DVPs cannot vary land use or density (e.g. minimum parcel size), but can vary the siting and height of a building. Keep in mind that the approval of DVP applications is discretionary, and so having a strong rationale in favor of the variance(s) is mandatory for any application to receive serious consideration at the CVRD Board.





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## Development Variance Permit Process

Submit all documents in one complete package. You may be required to submit the same documents for your Building Permit application.

Your application will be assigned a file number and forwarded to a **Planner** for review.

Letters will be sent to all property owners or occupants within **100m** of the subject property advising them of the application. Property owners are encouraged to provide feedback on the application.

> The Planner will review all bylaws that apply to your proposal.

If the application is referred **to** the APC first. staff will include the APC's comments in the staff report to the EASC.

The CVRD Board will review the recommendation of the EASC and pass a resolution to either approve, approve with changes, deny or table the decision.

#### Please note:

Timelines may vary depending upon the completeness of the application and workload.

Post a development proposal sign on the subject property. See Procedures Bylaw No. **4379** for more details.

The Planner will conduct a **site** visit.

A report will be prepared by the Planner and sent to the Electoral **Area Services Committee** (EASC) unless first referred to the Advisory Planning Commission (APC)

by the Electoral Area Director.

The Planner will present your application to the EASC. You will be invited to attend and speak on behalf of your application, if you wish. The committee will then make a recommendation to the CVRD Board to either approve the application, approve it with conditions, or deny.

Should your application be approved, your Building Permit may be issued for construction to begin. There could be conditions of your DVP that require follow-up. For example landscape bonds, or environmental assessment reports.

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