

DEVELOPMENT PERMITS

10. (1) A Development Permit must be obtained, prior to the commencement of any construction, alteration, excavation, or fill, by any person wishing to:
 - (a) erect or alter any dwelling or accessory building that would be outside the allowable building envelope in the SF-1 Land Use District;
 - (b) erect, demolish or alter the building envelope as defined in Section 51 (1) in a multiple dwelling structure in the MF-1 or MF-2 Land Use Districts;
 - (c) obtain approval for any Conditional Approval Use in any Land Use District;
 - (d) obtain approval for a variance in the accessory building regulations for an irregularly shaped lot in the SF-1 or SF-2 Land Use Districts, pursuant to Section 64(5).
 - (e) obtain approval for alteration of the height or yard regulations in the SF-1 or SF-2 Land Use Districts, pursuant to Section 63(2) or Section 69.
 - (f) obtain approval for projections into the front yard of lots in the MF-1 Land Use District, pursuant to Section 75(2), or in the MF-2 Land Use District, pursuant to Section 89(2).
 - (g) obtain approval for alteration of the yard regulations in the MF-1 Land Use District, pursuant to Section 82.
 - (h) obtain approval for an increase in maximum building height in the C Land Use District, pursuant to Section 102(2).
 - (i) obtain approval for a variance of the regulations for accessory buildings in the C Land Use District, pursuant to Section 111 (1).

- (j) obtain approval for the outdoor display of retail goods in the C Land Use District, pursuant to Section 111 (2).
 - (k) obtain approval for the construction of a structure for weather protection that extends beyond the property line of a lot in the C Land Use District, pursuant to Section 111(3).
 - (l) erect, demolish or replace a commercial building in the Commercial Land Use District.
 - (m) erect, demolish or replace a building in the Comprehensive District (CD-1).
 - (n) erect, demolish or replace an institutional building in the Institutional and Public Use District.
- (2) An application for a Development Permit shall be made in the manner prescribed in Schedule 11 and shall be accompanied by the fee prescribed in Schedule 2.
- (3) Notwithstanding the issuance of a Development Permit, all other permits or approvals required by these Regulations must be obtained prior to the commencement of any construction, alteration, excavation, or fill.
- (4) Any Development Permit issued shall be void 6 months after the date of issue, unless the development authorized by the permit has meanwhile been commenced, or the Development Permit has been extended, or a building permit for the development has been issued and is unexpired.
- (5) Any Development Permit issued shall be void 24 months after the date of issue unless the development authorized by the permit has been completed in full compliance with all conditions attached to the Development Permit.

- (6) The Manager may allow an extension or extensions of the periods specified in Sections 10(4) and 10(5) if, in the Manager's opinion, the extension is warranted by the circumstances.
- (7) No Building Permit issued for any purpose for which a Development Permit is required shall be valid unless a Development Permit has been issued.
- (8) The Manager shall conduct a preliminary technical review of the Development Permit application. If the application is complete and the proposed development complies with all applicable Bylaws, the Manager shall accept the application for consideration.
- (9) Upon accepting the Development Permit application for consideration, the Manager shall notify the applicant.
- (10) After being notified that the application has been accepted pursuant to Section 10(8), the applicant will cause to be erected, at the applicant's expense, a sign or signs on the property that is the subject of the application. The size and format of the sign(s) shall be determined by the Manager. The applicant shall advise the Manager, in writing, that the sign has been erected.
- (11) Upon confirming that the sign has been erected, the Manager shall notify in writing the owners of properties adjacent to, or across a street or lane from, the property that is the subject of the application, and any other property owners that the Manager deems may be affected, that the application has been received. The notice shall describe the nature of the proposed application. Notice shall be considered to have been given four days after mailing for the purposes of Section 10(12) (a) and Section 53(2).

- (12) If the Development Permit application is for any of the purposes described in Section 10(1) (b), through 10(1) (l), the Manager shall:
- (a) accept written comments on the application from any person, whether or not they received written notice, up to 30 days from the date of notification pursuant to Section 10(11),
 - (b) refer the Application to the Advisory Planning Committee, together with written comments received pursuant to Section 10(12) (a),
 - (c) accept written comments and recommendations from the Advisory Planning Committee up to 30 days from the date the application was referred to the Committee, pursuant to Section 10(12) (b),
 - (d) after giving due consideration to any recommendations of the Advisory Planning Committee, and to potential impacts of the proposed development on other properties, decide whether to approve or reject the application. If he approves the application, the Manager shall issue a Development Permit.
- (13) If the Development Permit application is for the construction or alteration of a dwelling or accessory building in the SF-1 Land Use District that would be outside the allowable building envelope, then the Manager shall follow the procedure in Sections 53, 54 and 55 of this Bylaw.
- (14) If an applicant fails to comply with any of the requirements of this Bylaw, the Manager shall not approve the application.