

# Development Permit Application Guide

## Single Family Dwelling – North Delta

North Delta is experiencing redevelopment of some of its single-family neighbourhoods. Generally, this redevelopment is in the form of larger single-family homes replacing smaller existing homes, or large lots that are subdivided to provide for new housing. This redevelopment is usually denser than the housing it replaces. For this reason, all single-family neighbourhoods in North Delta have been designated as a Development Permit Area for Intensive Residential Development. The objective of the Development Permit Area is to encourage single-family house design that fits in with or enhances the existing character of the houses in the neighbourhood.

All new single-family homes or duplexes or additions to single-family homes or duplexes in North Delta require a Development Permit, with the following exceptions:

- Applications that include a rezoning or subdivision where a building scheme has been, or will be, registered.
- Developments that are of a lesser floor area than the house that is being replaced (i.e. where density is being reduced).
- Additions comprising not more than 25% of the floor area of the existing building or 50 square metres, whichever is less.

### Application Requirements:

A Development Permit application must be made before the Building Permit application is made. You must also include the following:

- Development application form and application fee.
- A written brief outlining the purpose of the proposal including a description of the property, type of building existing on the property and what new buildings are proposed, and an explanation of how the proposal addresses each of the Development Permit guidelines.
- Written consent from the property owner authorizing an agent, if applicable (*Schedule D*).
- Acknowledgement and Consent Form from owner of drawings.
- Colour photos in a 4" x 6" format of your lot and neighbouring lots as viewed from the street.
- 1 set of standard building plans and reduced copies to 11"x17" and 8 ½" x 11" (note: must be readable) including all building elevations. Building elevations must be labeled "north", "south", "east" or "west". The site plan must show a north arrow and the location of trees. Refer to Single Family Residential Application Guide for detailed information. *All drawings must be dimensioned in metric.*
- If a basement is proposed, building plans must indicate whether the storm and/or sanitary connection requires pumping, in which case a covenant preparation fee of \$500 will be required.
- Colour scheme and materials for building exteriors and roof indicated on the plan.
- A Site Profile Plan (reduced to 11" x 17" and 8 ½" x 11") prepared by a BC Land Surveyor with metric dimensions (see Site Profile Requirements).
- Generalized landscaping plan for the front yard and side yard on flanking street, including location of existing and proposed trees, shrubs, groundcover, lawn and impermeable surfaces.
- A *Certified Arborist's Report* is required if there are trees on or adjacent to the subject site that may be affected by the proposed development. The report must include the species and condition of the trees, and the location shown on a site survey plan. If any trees are to be removed, a tree replacement plan will also need to be submitted. **Note:** *The Corporation of Delta has in place a tree protection bylaw – Bylaw No. 6336.*



\*\*\*\*\*All new Single Family Dwellings and Duplexes require a rough-in system for future installation of a Solar Domestic Hot Water System (SDHWS) as set out by the Provincial Government\*\*\*\*\*

**Application Fees:**

Fees for Development Permits for Intensive Residential Redevelopment in North Delta are as follows:

- Application Fee \$600
- Sign Installation \$300
- Document Registration \$50
- Covenant Preparation Fee \$500

If your plans meet the Development Permit Guidelines, your application will be “fast-tracked” directly to the Director of Community Planning and Development for review.

There is a resubmission fee for every subsequent revision of Building Permit or Development Permit drawings which are required because of non-compliance with Delta’s Zoning Bylaw, insufficient information or applicant alterations.

- Single Family Dwelling \$200
- Multi Family Dwelling \$500
- Commercial \$500

You will still be required to pay for a Building Permit.

**Neighbourhood Notification:**

A sign will be placed on your property by a sign company contacted by The Corporation of Delta. The sign will indicate that a Development Permit application has been made, and will also provide contact information. It is your responsibility to maintain the sign in good condition. Residents will have 2 weeks from the date of the sign installation to contact The Corporation of Delta about the application. Also, if your application is referred for Committee review, The Corporation of Delta will notify your neighbours by mail of your proposal to build a new house on your lot or add on to your existing house.