

# Bowen Island Municipality

*A guide to ...*

## DEVELOPMENT PERMITS

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### **W**hat Is A Development Permit?

Development Permits are required for areas designated within an Official Community Plan (OCP). A Development Permit allows the Municipality to reinforce OCP policies and objectives for these areas. A Development Permit helps to ensure that development in these areas reflects the vision that the Community has established. A Development Permit can not vary the use or density of the land as outlined in the Bowen Island Land Use Bylaw.

### **B**efore You Apply...

It is recommended that the property owner gather as much information regarding their property and proposal as possible (e.g. legal description, drawings and surveys) and meet with Municipal staff to discuss their proposal. Municipal staff will offer advice on which application/s will be required, necessary information that will be required and give the property owner the most current application package.

### **S**ubmitting Your Application.

The completed application forms and necessary additional information along with the appropriate fees must be submitted to the Municipal Planning Department for processing and referral.

### **W**hat Is The Cost?

The applicant must submit the application fee of \$175 for the Development Permit. The application fee is to be made payable to the Bowen Island Municipality.

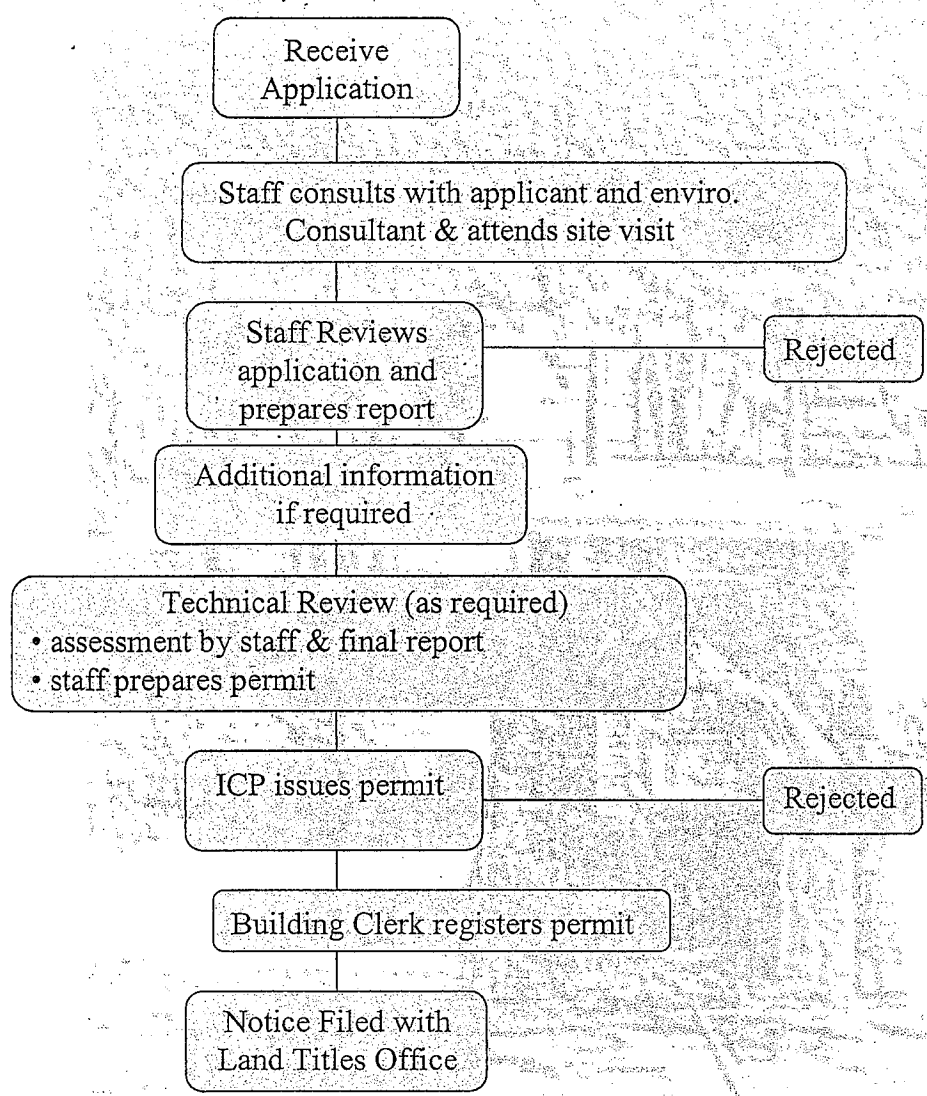
### **W**ho Approves A Development Permit?

Council, through Bylaw has delegated the authority to issue Development Permits to the Island Community Planner for the Bowen Island Municipality.

### **H**ow Long Is The Process?

The permit process will take approximately one to three months to complete. Approval time may be affected by application accuracy/completion, the need to obtain other land use approvals and/or compliance with other applicable agency requirements.

# P rocess ...



The process described briefly will involve more detailed procedures, correspondence and / or requirements. Please contact the Municipal Planner to ensure all obligations are understood to expedite the approval process. This brochure is meant for guidance only and should not be construed by anyone as a right to approval if the steps indicated are followed. Please consult appropriate provincial statutes, regulations and local government bylaws regulating subdivision and zoning.