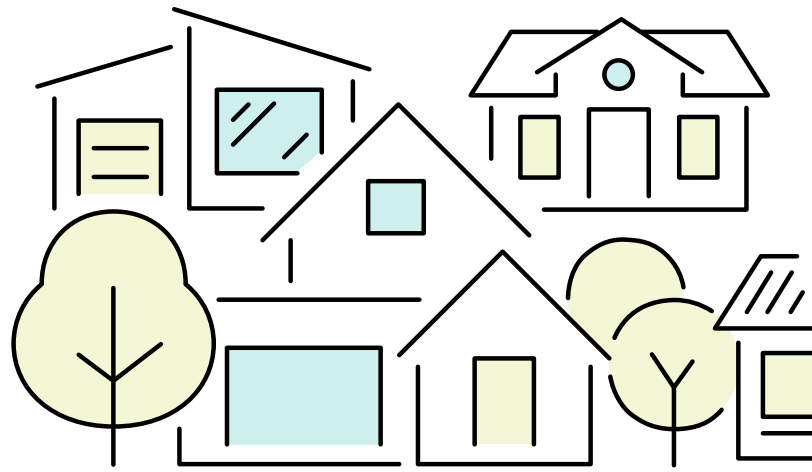


What is an Official Community Plan (OCP) Amendment?



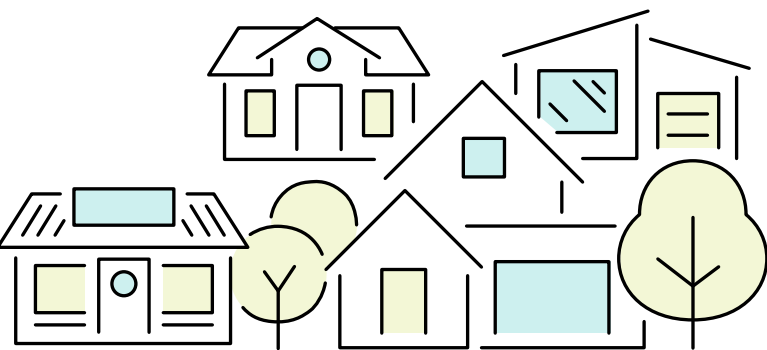
This type of application is required when a proposed development does not conform to the [land use designation\(s\) of the OCP](#). An amendment is the process of legally changing the land use designation on a property through an amending bylaw.

When the Electoral Areas Services Committee (EASC) and CVRD Board assess new development proposals, they are required to determine whether the project is consistent with the OCP. This is done by considering the proposal based on its designation in the OCP, and through an OCP policy assessment that is done by Planning staff. Amendments to the OCP are carefully assessed, as each new proposal should help contribute to the community achieving its visions and goals.

What is a Zoning Bylaw Amendment?

A Rezoning Application is an application to amend the Zoning Bylaw. While conditions such as building setbacks or height can be varied through a Development Variance Permit (DVP), changing the permitted uses or allowable density in a particular zone requires a change to the zoning bylaw through a rezoning application. If your intention is to use your property for a use not currently permitted under the existing zoning you will need to apply to change it.

The purpose of rezoning is to change land use regulations to allow development that aligns with CVRD Board priorities and is often used to secure development contributions to help provide public amenities.



OCP & Rezoning Approval 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.

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



The **Planner** will review your application for completeness. In some cases, additional information will be requested.



Need Assistance?
Call **250.746.2620** to speak with staff.

A Planner will prepare a preliminary report with a list of recommended referral agencies to the Electoral Area Services Committee (EASC). The EASC **may** send the report to the referral agencies for comment.

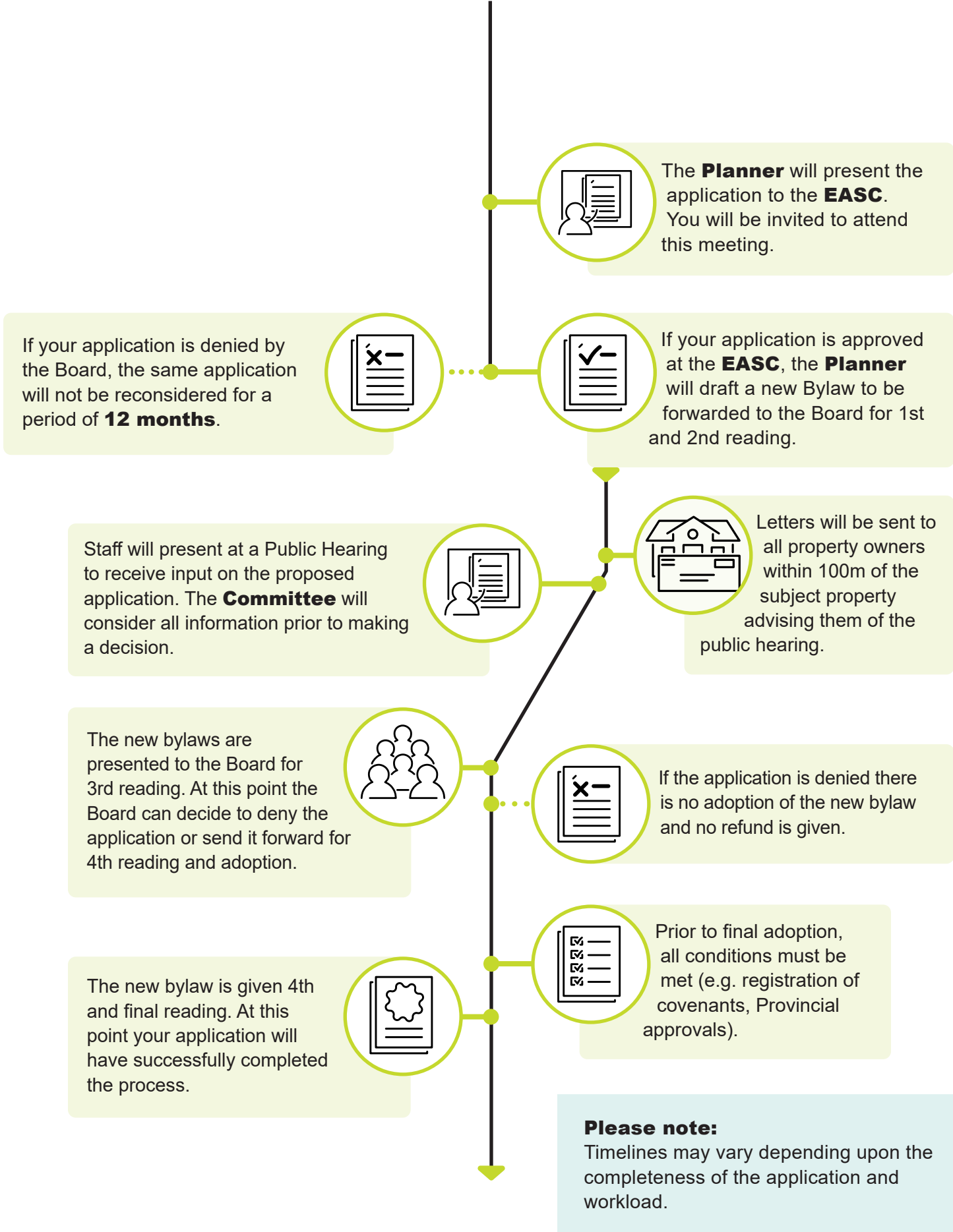


The **Planner** will conduct a site visit.

The Planner will prepare a report for the **EASC** with a staff recommendation.



After receiving comments from all referral agencies, the **Planner** will review the application further and discuss any changes or alternatives with the applicant.



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