



A Development Variance Permit may consider variances to Zoning, Subdivision or Sign Bylaw regulations, with the exception of “use” and “density”

Development Variance Permits are usually considered where the site characteristics or other unique circumstances do not permit strict compliance with an existing regulation. There may be a number of development considerations which impact a proposal for subdivision:

- Visit [DeltaMap](#) to find the zoning of your property, and any development considerations (development permit areas, steep slope, heritage protection, etc.). NOTE: Download the Parcel Information Report.
- Review the [Zoning Bylaw](#) to determine the specific regulations you will be requesting variance on for your proposal.
- Review the title of the property for covenants, rights-of-way, etc.



Prior to submitting a formal Development Variance Permit application, you are advised to discuss the proposal with the Development Department.

Need more help? Contact or visit the Application Centre!



604.946.3380



Development Department
City of Delta
4500 Clarence Taylor Crescent
Delta BC V4K 3E2



cpd@delta.ca

Submitting a Development Variance Permit Application:

Apply and pay the submission application fee online at deltaonline.ca. See minimum submission requirements below.

Submission Requirements:		
Document	Required?	Description
Form - Development Details	Required	Outlines the purpose of the application and a description of the property and the requested variances.
Form - Owner Authorization	Required	All owners listed on the title of subject property(ies) must sign the owner authorization form.
Site Plan	Required	Shows the location of all proposed and existing buildings and parking layouts, building elevations, trees, landscaped areas and setbacks of adjacent buildings (if applicable). The site plan must show a north arrow.
Arborist report OR Orthophoto showing no trees on or adjacent to the site	Required	Report must be prepared by a Certified Arborist registered with the International Society of Arboriculture (ISA) when there are trees on or within 2 m of the subject site that may be affected by a proposal. If there are no trees on or adjacent to the site, provide an orthophoto confirming this.
Building Design Plans	Required	Plans must include clearly dimensioned foundation plan, floor plans, roof plan, elevations, and sections with all dimensions in metric. Plans for construction requiring the services of an architect must be prepared, signed and sealed by an architect registered with the Architectural Institute of British Columbia (AIBC).
Site Survey	Required for proposed new construction	All dimensions must be in the metric scale. The Site Survey must be completed within six months of the development application, and certified correct by the registered British Columbia Land Surveyor with original seal and signature.
Geotechnical Reports	Required if on or near a steep slope such as a ravine or bluff (development permit may be required)	Report must be prepared by a qualified geotechnical engineer and must follow the "Guideline for Geotechnical Requirements in Steep Slope Areas of Delta. The report must address slope stability on the subject lands and surrounding properties and determine if the lands may be used safely for the use intended.
Environmental Assessment Report	Required if on or near an environmentally sensitive area (development permit may be required)	Report must be prepared by a qualified environmental professional knowledgeable in Delta's environmental assets, including watercourses; ravines; wetland, riparian and upland habitats; and stands of trees.
Current Title Search and copies of charges on title	Optional	If a current title search (within 3 months) is not provided, a title search and copies of charges on title will be collected at the applicant's cost.
Other Documents	Optional	Other documents or reports you would like staff to review (Environmental Assessment Report, Geotechnical Report, etc.)

Following the submission of an application:

- Staff review the proposal and, where appropriate, forward it to other municipal departments for comment;
- Staff notify the public of the application (you must post a sign on the property)
- Any comments from staff and/or the public may need to be addressed;
- A staff report is submitted to Council with a recommendation;
- Council may approve or reject your Development Variance Permit application.