Schedule A - Land Use and Development Application Requirements

This schedule outlines submission requirements for various types of land use and development applications. Refer to the attached table for the required forms, plans and documents. All required information must be provided at the time of application. **Additional information may be requested by staff or other agencies at intake or later in the application process.** The following table identifies the documents generally required for each application type. Applicants are encouraged to discuss the submission requirements relating to their proposal with the Development Department prior to submitting an application.

Application Type	Requirements
Pre-Application	
▪ Pre-Application Meeting	Online Application
Official Community Plan Amendment	
▪ Amendment	A, B, E, F, G, I
Rezoning / Zoning Text Amendment	*Depends on type of rezoning application*
▪ Commercial, Industrial, or Mixed Use Zone	A, B, E, F, G, H, I, J, L, Q, AB
▪ Multi-Unit Residential Zone	A, B, E, F, G, H, I, J, L, Q, AB
▪ Single Detached Residential Zone • Online Application for Rezoning to allow residential subdivision	A, B, E, F, G, H, I
Variance	
▪ Development Variance Permit • Online Application for standalone DVP with or without DP	A, B, E, F, G, I, K, M,
▪ Board of Variance	Online Application
Development Permit (see guidelines in Schedule E of Delta's Official Community Plan)	
▪ Multi-Unit Development Form and Character	A, B, E, F, G, H, I, J, L, Q
▪ Commercial, Industrial, Mixed Use or Institutional Development Form and Character	A, B, E, F, G, H, I, J, L, Q, R
▪ Revitalization Area	A, B, E, F, G, H, I, J, L, Q
▪ Steep Slope/Hazardous Conditions	A, B, E, F, G, H, I, J, K, S1, S2
▪ Riverside in Port Guichon East	A, B, E, F, G, H, I, J, K, S1, V, X
▪ Boundary Bay Foreshore	A, B, E, F, G, H, I, K, U
▪ Streamside Protection and Enhancement Area	A, B, E, F, G, H, I, J, V
▪ Comprehensive Sign Plan	A, B, E, R
Heritage	
▪ Heritage Revitalization Agreement: Single Family Dwelling/Duplex	A, E, F, G, I, J, K, M, O, P
▪ Heritage Revitalization Agreement: Multi-Unit Residential, Commercial, Institutional	A, E, F, G, I, J, L, M, O, P
▪ Heritage Alteration Permit	A, E, F, G, I, J, K, M, P
▪ Heritage Covenant	A, E, F, G, I, J, K or L, M, O, P
▪ Heritage Conservation Grant	Online Application
Agricultural Land	
▪ Additional Farm House	A, B, E, F or I, K
▪ Exclude/Include/Subdivide Land in ALR or Non-Farm Use in ALR	ALC online application, A1, B, E, F, I
▪ Transportation, Utility and Recreational Trail Uses in Agricultural Land Reserve	ALC online application, A1, B, E, F, I

Subdivision	
▪ Fee Simple or Bare Land Strata	A, B, E, F, G, H, I, K(except Single Detached Residential)
▪ Phased Strata Plan	A, B, Strata Plans, LTO's Form P and LTO's Form V
▪ Strata Title Conversion	A, B, F, G, H
▪ Air Space	A, B, E, F, H, I, K or L
Temporary Use	
▪ Temporary Use Permit	A, B, E, F, I, K, AB
▪ Temporary Use Permit – food trucks	A, B, E, I
Restrictive Covenant	
▪ New	A, B, E
▪ Discharge or Amendment	A, B, E,I,Y
Sign	
▪ Sign Permit	Online Application
▪ Temporary Sign Permit	Online Application
Liquor	
▪ Liquor Licence	A, B, I, L, M
▪ Occupant Load Analysis for Liquor Licensing	B, W1
Additional requirement for developments within the following areas:	
Development within an environmentally sensitive area	V
Development involving use of the Crown foreshore along the Fraser River (e.g. Port Guichon East)	X
Development on a known archaeological site or within an area of significant archaeological potential	Archaeological information may be accessed by downloading the Parcel Information Report for a property on DeltaMap and completing the Archaeological Site Data Request Form on the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) website.

Schedule A - Land Use and Development Application Requirements

A	**Land Use and Development Application Form**
A1	**Owner Authorization Form**
B	**Application Fee(s) + Deposits**
E	**Written Brief**
F	**Site Survey**
G	**Arborist Report** (may be waived if no on- or off-site trees impacted, see requirements)
H	**Soil Contamination Review Questionnaire**
I	**Site Plan**
J	**Landscape Plans**
K	**Building Plans**
L	**Architectural Plans**
M	**Colour photos** of the subject property and neighbouring properties
O	**Heritage Conservation Plan**
P	**Statement of Significance**
Q	**Sustainability Assessment** (required for Multi-Unit Residential, Mixed Use and Townhouse developments)
R	**Comprehensive Sign Plan**
S1	**Geotechnical Report**
S2	**Sloped Lands Interpretation Guide**
U	**Seawall Design**
V	**Environmental Report**
W1	**Occupant Load Analysis Application Form for Liquor Licensing**
X	**Use of Crown Foreshore Authorization Document**
Y	**Restrictive Covenant** that is to be discharged or amended
AB	**Preliminary Traffic Impact Review** and if requested, Traffic Impact Study (TIS) Note: TIS required for container storage and/or vehicle (truck) parking proposals