



CORPORATE REPORT

To: Electoral Area Services Committee
From: Sebastian Mather, Planning Assistant

Date: 2024-04-11
File No: 6970-20-30337

Subject: Development Permits Issued in 2023 by the Director of Planning & Development

INTENT

This report is intended to advise the Electoral Area Services Committee (EASC) of information pertaining to Development Permits issued in 2023. It also includes the findings of the Development Permit process review. Staff is not looking for a recommendation and has forwarded this information should the Committee want more clarification to discuss the item further.

BACKGROUND

To streamline the development approval process, the consideration and issuance of Development Permits (DP), with the exception of Development Permits for Form and Character, was delegated to the Director of Planning & Development in 2007 by *Bylaw No. 0831, 2007*. Delegating Environmental and Hazardous Conditions Development Permits to the Director of Planning & Development has streamlined and fast-tracked the development approval process.

Section 4.3.7 of the FVRD *Development Procedures Bylaw No. 1377, 2016* requires that the Director of Planning & Development report to EASC advising of the Development Permits issued or refused by the Director of Planning & Development.

DISCUSSION

I. 2023 Development Permits Issued

In 2023, 18 development permits were issued by the Director of Planning & Development. Several of the issued permits in 2023 were from previous years.

The following table identifies development permits issued in 2023, the Electoral Area they are in, the location of the permit, the development permit area and the development type.

#	DP Number	Address	EA	Development Type	DPA	Objective
1	DP 2021-04	4170 Slesse Rd	E	Residential	3-E	Protection of development from hazardous conditions.
2	DP 2021-15	44069 Errock Place Rd	C	Residential	3-C	Protection of the natural environment, its ecosystems and biological diversity.
3	DP 2021-25	41300 Morton Rd	G	Prayer & retreat centre	1-G 2-G	Protection of development from hazardous conditions and protection of the natural environment, its ecosystems and biological diversity.
4	DP 2022-06	26813 Dogwood Valley Rd	B	Residential	1-B	Protection of development from hazardous conditions.
5	DP 2022-20	11402 Hodgkin Rd	C	Residential	1-C 3-C	Protection of development from hazardous conditions and protection of the natural environment, its ecosystems and biological diversity.
6	DP 2022-22	35544 Durieu Rd	F	Residential	1-F	Protection of development from hazardous conditions.
7	DP 2022-23	11882 Sylvester Rd	F	Residential	1-F 2-F	Protection of development from hazardous conditions and protection of the natural environment, its ecosystems and biological diversity.
8	DP 2022-25	1984 Lindell Ave	H	Residential	1-E 6-E	Protection of development from hazardous conditions and protection of the natural environment, its ecosystems and biological diversity.
9	DP 2022-26	46751 Chilliwack Lake Rd	E	Residential	3-E	Protection of development from hazardous conditions.
10	DP 2022-28	46090 Loughheed Hwy	C	Medical care centre	1-C 2-C	Protection of development from hazardous conditions and protection of the natural environment, its ecosystems and biological diversity.
11	DP 2022-30	36333 Ridgeview Rd	F	Residential	1-F	Protection of development from hazardous conditions.
12	DP 2022-33	10228 Stave Lake Rd	F	Residential	1F 2F	Protection of development from hazardous conditions and protection of the natural environment, its ecosystems and biological diversity.

13	DP 2022-34	35248 Sward Rd	F	Residential	2-F	Protection of the natural environment, its ecosystems and biological diversity.
14	DP 2023-02	46090 Loughheed Hwy	C	Medical care centre	1-C 2-C	Protection of development from hazardous conditions and protection of the natural environment, its ecosystems and biological diversity.
15	DP 2023-06	20726 Sakwi Creek Rd	C	Residential	1-HW	Protection of development from hazardous conditions.
16	DP 2023-07	47820 Edwards Rd	E	Residential	3-E 5-E	Protection of development from hazardous conditions and protection of the natural environment, its ecosystems and biological diversity.
17	DP 2023-08	11522 Hodgkin Rd	C	Residential	1-C	Protection of development from hazardous conditions.
18	DP 2023-10	11811 Sylvester Rd	F	Residential	1-F	Protection of development from hazardous conditions.

Out of the 18 development permits issued in 2023:

- 8 were related to geotechnical hazards;
- 8 were related to both riparian and geotechnical hazards in a single combined permit;
- 2 were related to the Sts'ailes medical centre development; and
- 2 were related to riparian area requirements.

Of these issued permits, Electoral Areas C and F had the most issued permits with 6 applications each, followed by Electoral Area E with 3 applications. Electoral Areas B, G and H were issued 1 permit each, and Electoral Areas A and D did not have any development permits issued in 2023. Below is a breakdown of Development Permit applications.

Electoral Area	# of Development Permits Issued in 2023
A	0
B	1
C	6
D	0
E	3
F	6
G	1
H	1

No development permits were refused by the Director of Planning & Development in 2023.

II. Development Permit Process Review

Over the last two years, staff completed an internal review of the Development Permit review process. Staff looked into the processing time and how to improve timelines for issuing permits.

Results show the average processing time has been reduced to 5 months in 2022, from 6.5 months in the prior year. The review indicates that the key factors responsible for longer processing times in some files is the submission of geohazard reports that do not meet the requirements set out in the FVRD hazard Assurance Statement form; delays in receiving these responses from geotechnical professionals; and, and the time required for the Province to approve Riparian Area Assessments. The Province is aware of the processing delays. In recent months, they have allocated staff to improve their processing time. Details are in the attached Facts Sheet.

Staff are also aware that some applicants do not meet the [FVRD Hazard Assurance Statement](#) after multiple revisions. The Hazard Assurance Statement is Board approved policy that was developed with Engineers & Geoscientists of BC. It serves as a terms of reference for geohazard reports. A purpose of the Hazard Assurance Statement is to inform Registered Professionals (RPs) of the requirements for geohazard reports ahead of time. It includes a checklist that RPs fill out to indicate that their report includes all required content. Nevertheless, incomplete geohazard reports remain a key factor in the time it takes to issue a development permit.

III. Next Steps

To continue improving the processing time for development permit applications, staff will do the following over the coming months:

1. Create an information letter to geotechnical professionals and host a meeting to discuss ways to work together to improve approval times.
2. Maintain a staff focus on improving DP processing times.
3. Work with geotechnical professionals to minimize the need for revisions to geohazard reports.
4. Provide guidance to geotechnical professionals to strengthen the inclusion of climate change considerations in reports.

COST

Staff costs associated with this report is through the Electoral Areas Planning (603) Budget. The Development Permit Application fees of \$350.00 was collected for each application.

CONCLUSION

The number of Development Permits applications have been relatively steady over the last ten years. The average number of applications approved each year over the last thirteen years is twenty (20). 2023 is below average at eighteen (18).

Schedule A indicates the number of development permit applications received each year. Note that in 2023, fifteen (15) DP application were received. Eighteen (18) applications were approved in 2023 because some number of applications received in 2022 were approved in 2023. Likewise, a small number of applications received in 2023 will be approved in 2024 due to processing times.

Staff find that the delegation of development permit applications to the Director of Planning & Development fast-tracks the approval process considerably more than if the permits had to be approved by the Committee and Board.

COMMENTS BY:

Hasib Nadvi, Deputy Director of Planning & Development: reviewed and supported

Graham Daneluz, Director of Planning & Development: reviewed and supported

Kelly Lownsbrough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.

SCHEDULE A

