

November, 2020
Planning & Development

GENERAL DEVELOPMENT PERMITS

The following bulletin has been created to provide proponents and the public with information about General Development Permits and the submission requirements for these types of applications.

General Development Permits (DPs) are primarily utilized for sites with multiple buildings that are part of a phased project. The General DP can cover the entire site while Detailed DPs will be completed for each phase or building.

Because General DPs are general, a Building Permit cannot be issued from a General DP. A Detailed DP is required in order to obtain a Building Permit.

As General DPs must go to Council, the timeline for a General DP is similar to that of a Detailed DP, though it may be slightly shorter in some cases. The overall process for the applicant may be longer, however, as the Detailed DP must subsequently go to Council as well.

Advisory Design Panel

General DPs for the following types of projects are reviewed by the Advisory Design Panel:

- ➔ multiple residential development projects four (4) storeys or higher, with a proposed density over 75 units per hectare (30 units per acre);
- ➔ commercial development projects where,
 - the FAR (floor area ratio) is 0.5 or higher; or
 - the floor area exceeds 2000 sq. m. (21,500sq. ft.)
- ➔ mixed use development with a multi-unit residential use component;
- ➔ significant industrial or mixed employment development projects as referred by the Department;

- ➔ any other development project considered to be significant by the Planning and Development Department in terms of:
 - location (such as major road intersection, gateway, town centres), or,
 - visual impact (such as substantially tall buildings or structures), or,
 - size (such as over 2000 sq. m.(21,500 sq. ft.); and;
- ➔ any other matters related to the City's overall or specific urban design or architectural design issues or policies.

SUBMISSION REQUIREMENTS* FOR GENERAL DEVELOPMENT PERMIT APPLICATIONS

Industrial Sites

- Site plan
 - Access and circulation, parking
 - Building location and setbacks
 - Conceptual Fire Access plan to prove the site has sufficient functionality while still being able to be fire serviced. Should also include any fire hydrants in the concept Civil design.
 - Grading Plan
 - Landscape buffers
- Form and character
 - Height
 - Massing Envelope – photos of other buildings showing quality/character
 - Schematic Elevations
 - Floor area
 - Site edge sections where there is topography
 - Loading area screening, if applicable to zone
 - Key outlining general building materials, roof material (to be green roof or high-albedo roofing material – SRI value to be indicated)
 - Relevant guidelines (e.g. Campbell Heights LAP) tied to DP
- Reports
 - Tree retention
 - Environmental
 - Others (e.g. TIS)

Tower Sites and Multiple Mid-Rise Buildings

- Site plan
 - Conceptual plan of the ultimate build-out for multiple building sites
 - Building location(s) and setbacks
 - Access and circulation diagrams - Pedestrian and Vehicular access and circulation, lobby locations
 - At grade/below grade parking
 - Usable outdoor amenity area and location diagram
 - Public plaza location concept
 - Conceptual Fire Access plan to prove the site has sufficient functionality while still being able to be fire serviced. Should also include any fire hydrants in the concept Civil design.
 - Tower separation diagram
 - Grading and civil Plan
 - Schematic landscape concept
 - Accessibility strategy diagram
 - Conceptual plan of the ultimate build-out for apartments and tower sites

- Base Plan
 - Easements, Rights-Of-Way, Dedications

- Form and character
 - Design Rationale
 - Reviewing relevant guidelines tied to DP, (OCP, NCP, CCP)
 - Context plan study and photos
 - Streetscape study
 - Schematic Elevations (or 3-D perspective drawings (massing only) -Schematic window to wall ratio, fenestration study
 - Height / number of storeys
 - Mass (e.g. floorplates)
 - Floor area and FAR
 - 3D/Perspective Drawings
 - Schematic floorplans and balcony information
 - Site edge sections and relationship to floor levels where applicable
 - Schematic site sections

- Ground floor to adjacent grade transition section/ Proposed Finish Floor Elevations (FFE)
- Schematic wall/fenestration/balcony information
- Key outlining general building materials
- Shadow study

- BC Codes
 - Energy STEP Code Attestation letter
 - BCBC and alternative solutions (If needed)

- CPTED
 - Strategy description

- Reports
 - Arborist report and proposed tree retention.
 - Environmental Study
 - Others (e.g. TIS)
 - Noise Attenuation Report commitment letter
 - For ADP (Towers)
 - Schematic digital fly-through model

*** Due to the unique characteristics of some sites, additional information may be required.**