This guide is intended to provide a simplified overview of the application process for amending Official Community Plan and/or Zoning Bylaws.

For more detailed information consult the District of Peachland Development Application Procedures Bylaw No. 2105

To speak to a representative about a proposed development or a development application, contact:

The District of Peachland
Planning & Development Services Department
5806 Beach Avenue, Peachland, B.C. V0H 1X7

Main Phone Number: 250.767.2647
Main Fax Number: 250.767.3433

Hours:
Monday to Friday: 8:00 a.m. to 4:00 p.m.
Closed Statutory Holidays

General Inquiries:
planning@peachland.ca
WHAT IS AN APPLICATION TO AMEND AN OFFICIAL COMMUNITY PLAN BYLAW OR ZONING BYLAW?

A community’s Official Community Plan and various zoning and other regulatory bylaws are created to ensure the community evolves and grows, consistent with the overarching vision established by its residents. But from time to time, Council must consider proposed amendments to that plan. This pamphlet provides a simple overview of the process required to apply for an amendment to the OCP or to established zoning bylaws. For a more detailed summary of the requirements and procedures for making an application for amendment to the OCP or zoning bylaws refer to the District of Peachland Development Application Procedures Bylaw available at www.peachland.ca/bylaws.

WHAT IS THE APPLICATION PROCESS FOR AMENDING AN OCP OR ZONING BYLAW?

1. Complete application is prepared and submitted to the District by the applicant. Incomplete applications will not be accepted
2. Upon submission of a complete application and required fee, a file is opened
3. The Planning & Development Services Department evaluates the proposal and refer the application to internal departments and/or external agencies
4. The applicant undertakes public notification and consultation in adherence with official District Notification and Consultation Guidelines
5. The Planning & Development Services Dept. prepare a Staff report. The report is then passed on to the Committee of the Whole for consideration
6. The applicant is encouraged to attend Committee of the Whole and Council meetings where amendment will be considered
7. The Committee of the Whole recommendation is forwarded to Council Regular meeting
8. Council votes to grant First Reading, table or deny the application
9. Council may consider a Second Reading and forward the bylaw to a Public Hearing
10. At a Public Hearing the public provide feedback on the application
11. After the Public Hearing, Council considers the amendment and may proceed with a Third Reading, refer, table or deny the application
   (Upon Third reading an amendment bylaw may need to be sent to the relevant provincial ministry for approval)
12. Once the applicant has addressed outstanding conditions, if any, Council considers adopting the bylaw
13. If adopted, the Planning & Development Services Dept. notifies the applicant