

## WHAT DO I NEED TO INCLUDE WITH MY APPLICATION?

### For an Environmental & Hazardous Conditions Development Permit

- **Application Form including:**

- State of Title Certificate or Title Search print
- Owner's Authorization Form (if applicable)
- Site Profile or Site Profile Waiver
- Zoning Analysis Table
- Project Description
- Photographs

- **Site Plan**
- **Geotechnical Report**
- **Environmental Assessment Report**
- **Habitat Restoration Plan (if applicable)**
- **Environmental Monitoring Plan**
- **Wildfire Hazard Mitigation Report (if applicable)**

---

### For a Minor Form & Character Development Permit

- **Application Form including:**  
(Same as above)
- **Site Plan**
- **Landscape Plan**
- **Floor Plan (if available)**
- **Elevation Drawings (Conceptual)**

*This guide is intended to provide a simplified overview of the application process for acquiring a Technical Development Permit.*

*For more detailed information consult the District of Peachland Development and Licence Approval Procedures Bylaw No. 2278*

---

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](mailto:planning@peachland.ca)





## WHAT IS A TECHNICAL DEVELOPMENT APPLICATION?

A Technical Development Permit is required for any intended alteration of land, subdivision, construction or significant alteration of a building or structure on land located within a protected sensitive environment, foreshore or hazardous Development Permit Area. Minor Form & Character Development Permits may also be issued as Technical Development Permits.

This pamphlet provides a simple overview of the process required to apply for a Technical Development Permit. For a more detailed summary, refer to the District of Peachland Development and Licence Approval Procedures Bylaw available at [www.peachland.ca/bylaws](http://www.peachland.ca/bylaws).



## WHAT IS THE APPLICATION PROCESS FOR A TECHNICAL DEVELOPMENT PERMIT?

- 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 evaluate the proposal and refer the application to internal departments and/or external agencies (as applicable)
- 4** Planning Staff work with the applicant and the applicant's qualified professionals to ensure all Official Community Plan Development Permit Guidelines are adequately addressed
- 5** The Planning & Development Services Dept. prepare a Staff report for consideration by the Director of Planning & Development Services
- 6** Once approved the Planning & Development Services Department notifies the applicant and the applicant proceeds to satisfy the conditions of the permit
- 7** Upon approval a Notice of Permit is registered on the title of the subject property at the Land Title Office