AGENDA

COUNCIL WORKSHOP

Tuesday, November 25, 2025 7:00 p.m. Committee Room, Municipal Hall 355 West Queens Road North Vancouver, BC

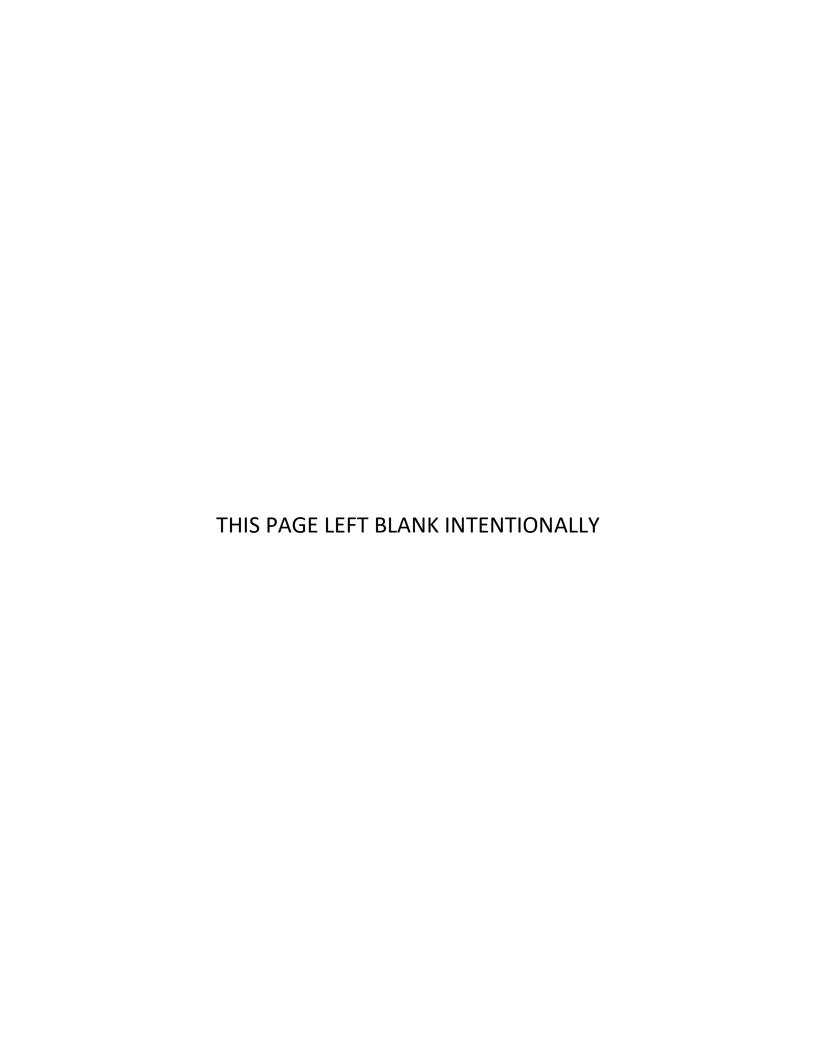
Watch at https://dnvorg.zoom.us/j/64484156494

Council Members:

Mayor Mike Little
Councillor Jordan Back
Councillor Betty Forbes
Councillor Jim Hanson
Councillor Herman Mah
Councillor Lisa Muri
Councillor Catherine Pope



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COUNCIL WORKSHOP

7:00 p.m.
Tuesday, November 25, 2025
Committee Room, Municipal Hall,
355 West Queens Road, North Vancouver
Watch at https://dnvorg.zoom.us/j/64484156494

AGENDA

We respectfully acknowledge the original peoples of these lands and waters, specifically the səlilwəta $\frac{1}{2}$ (Tsleil-Waututh), Skwxwú7mesh Úxwumixw (Squamish), and x w mə $\frac{1}{2}$ k w ə y əm (Musqueam), on whose unceded ancestral lands the District of North Vancouver is located. We value the opportunity to learn, share, and serve our community on these unceded lands.

1. ADOPTION OF THE AGENDA

1.1. November 25, 2025 Council Workshop Agenda

Recommendation:

THAT the agenda for the November 25, 2025 Council Workshop is adopted as circulated, including the addition of any items listed in the agenda addendum.

2. ADOPTION OF MINUTES

3. REPORTS FROM COUNCIL OR STAFF

3.1. Proposed Changes to Development Permits, Minor Development Variance p.7-75 Permits, and Public Hearings

File No.

Report: Development Planner, November 6, 2025

Attachment 1: October 20, 2025 report of the Development Planner and DAPR

Program Coordinator entitled "DAPR Update, and Proposed Changes to Development Permits, Minor Development Variance Permits, and

Public Hearings"

Attachment 2: Workshop Presentation

Recommendation:

THAT the November 6, 2025 report of the Development Planner entitled Proposed Changes to Development Permits, Minor Development Variance Permits, and Public Hearings is received for information.

4. PUBLIC INPUT

(maximum of ten minutes total)

5. ADJOURNMENT

Recommendation:

THAT the November 25, 2025 Council Workshop is adjourned.

REPORTS

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AGENDA INFORMATION			
☑ Council Workshop	Date: November 25, 2025	_	
☐ Finance & Audit	Date:	_	
☐ Advisory Oversight	Date:	_	
Other:	Date:	_	







The District of North Vancouver REPORT TO COMMITTEE

November 6, 2025

AUTHOR: Graeme Budge, Development Planner

SUBJECT: Proposed Changes to Development Permits, Minor Development Variance

Permits, and Public Hearings

RECOMMENDATION:

THAT the November 6, 2025 report of the Development Planner entitled Proposed Changes to Development Permits, Minor Development Variance Permits, and Public Hearings is received for information.

REASON FOR REPORT:

At the regular meeting of Council on November 3, 2025, Council resolved to give first reading to Official Community Plan Amendment Bylaw 8763 and Development Procedures Amendment Bylaw 8764 and referred those bylaws to a workshop (see **Attachment 1** to this report).

At that meeting, Council expressed a desire to discuss the proposal in more detail, and to see examples of each change. In response, Staff have scheduled a workshop on November 25, 2025. In advance of the workshop, Staff have prepared slides to provide further examples and guide the discussion at the scheduled workshop (**Attachment 2**).

Respectfully submitted,

Graeme Budge

Development Planner and DAPR Program Coordinator

Attachments:

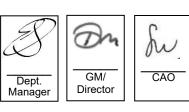
- October 20, 2025 report of the Development Planner and DAPR Program Coordinator entitled "DAPR Update, and Proposed Changes to Development Permits, Minor Development Variance Permits, and Public Hearings"
- 2. Workshop Presentation

SUBJECT: DAPR Update, and Proposed Changes to Development Permits, Minor Development Variance Permits, and Public Hearings Proposed Changes to Development Permits, Minor Development Variance Permits, and Public Hearings

November 6, 2025 Page 2

REVIEWED WITH:				
□ Business and Economic □ Bylaw Services □ Clerk's Office □ Climate and Biodiversity □ Communications □ Community Planning □ Development Engineering □ Development Services □ Engineering Infrastructure □ Engineering Public Works □ Environment □ Facilities		☐ Finance ☐ Fire Services ☐ Golf ☐ Housing ☐ Human Resources ☐ Integrated Planning ☐ ITS ☐ Parks ☐ Real Estate ☐ Solicitor ☐ Transportation		External Agencies: Library Board Museum and Archives NSEM NS Health NVRC RCMP Other:

AGENDA INFORMATION		
☑ Regular Meeting ☐ Other:	Date: November 3, 2025	



The District of North Vancouver REPORT TO COUNCIL

October 20, 2025

AUTHOR: Graeme Budge, Development Planner and DAPR Program Coordinator

SUBJECT: DAPR Update, and Proposed Changes to Development Permits, Minor

Development Variance Permits, and Public Hearings

RECOMMENDATION:

THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011 Amendment Bylaw 8763, 2025 (Amendment 61)" is given FIRST Reading;

AND THAT "Development Procedures Bylaw 8144, 2017 Amendment Bylaw 8764, 2025 (Amendment 7)" is given FIRST, SECOND, and THIRD Readings;

AND THAT pursuant to Section 475 and 476 of the *Local Government Act*, additional consultation is not required beyond that already undertaken with respect to Bylaw 8763;

AND THAT in accordance with Section 477 of the *Local Government Act*, Council has considered Bylaw 8763 in conjunction with its Financial Plan and applicable Waste Management Plans;

AND THAT Bylaw 8763 is referred to a public hearing;

REASON FOR REPORT:

The purpose of this report is to provide Council with an update on the Development Approvals Process Review (DAPR) program, and to present to Council a suite of bylaw amendments for procedural improvements to the District's development application review and approvals process. The report recommends first reading of the Official Community Plan Amendment Bylaw 8763 and referral to a public hearing. The Development Procedures Amendment Bylaw 8764 is recommended for first, second, and third readings.

SUMMARY:

The DAPR program supports the District's strategic goals to "Achieve a balanced and fair economy" and to "Foster a resilient organisation".

The DAPR program implementation phase is on-schedule and within budget, and has been successful in establishing the foundational work required for this project. Council's support of the recommended amendments to procedural and regulatory bylaws will contribute to the

October 20, 2025 Page 2

goals of the DAPR program as the proposals directly impact the timeline of development approvals. Council's support will signal to the community and staff their commitment to streamlining development approvals processes, and sustaining positive change.

Staff are recommending amendments that:

- Simplify the minor development permit definition, exemptions, and approvals process; and delegate to staff the authority to issue development permits for the Form and Character of Industrial and Business Park Development through minor amendments to the OCP (Attachment 1);
- Simplify the criteria for delegated authority for minor development variance permits (DVP) through amendments to the Development Procedures Bylaw (Attachment 3); and
- 3. Clarify and improve the zoning bylaw approvals process as it relates to when to hold or not hold a public hearing through amendments to the Development Procedures Bylaw (**Attachment 3**).

BACKGROUND:

DAPR Program

The District launched its DAPR program in March 2023 and engaged consultants to conduct an in-depth review of existing development approvals processes. The consultants completed their review in Fall 2024, delivering 15 recommendations and a detailed implementation plan developed using evidence collected through engagement, review, and analysis.

The DAPR program implementation phase launched in January 2025 to elevate the customer journey, streamline work, and build organizational capacity. These goals will be achieved through standardizing processes and resources, creating a culture of continuous improvement, and updating regulatory and operational frameworks (**Attachment 5**).







In recent years, Provincial legislation has expanded the framework for delegated authorities, and Council has adopted bylaws to make use of these tools. Procedural and regulatory bylaw amendments were anticipated as part of the DAPR program, and the recommended changes should be considered the next incremental step towards process efficiency and effective use of Council's time. Staff continue to perform expert review of development applications with a high level of diligence, care, and accuracy.

October 20, 2025 Page 3

The bylaw amendments recommended herein relate to the following development processes and approvals, and are explained further in the Analysis section of the report:

- 1. Delegated authority Development Permits;
- 2. Delegated authority Minor Variance Permits; and
- 3. Public Hearings.

Staff also anticipate bringing forward further recommendations soon to allow for use of surety bonds within the list of acceptable security for land use permits, and housekeeping amendments and improvements to environmental regulation.

EXISTING POLICY & DIRECTIONS:

Delegated authority and procedures for the consideration of development approvals are established in the Official Community Plan (OCP) Schedule B, and the Development Procedures Bylaw. The delegation is to the General Manager of Planning, Properties, and Permits or their designates. Staff's duties currently involve review and consideration of minor development permits (DPs), temporary use permits (TUPs), and minor development variance permits (DVPs).

The District has several policies and initiatives that support delegated authority and procedural streamlining.

Corporate Plan (2023-2026):

Goal: Achieve a Balanced and Fair Economy

Priority 3: Reduce permit approval times

Official Community Plan (2011):

Policy 8.2.2: Work to reduce permit approval times and to simplify and

streamline regulations

OCP Action Plan (2021):

Supporting Action 16: Considering ways to reduce development application review

timelines

Supporting Action 20: Streamlining municipal procedures and permitting processes

Economic Development Strategy (2024):

Objective 2: Streamline District business regulations, processes, and

services and facilitate permitting and licencing for local

businesses

Bill 26 – Municipal Affairs Statutes Amendment Act (No. 2), (2021)

Section 498.1 of the *Local Government Act* establishes the framework for delegation of powers to issue minor DVP. Subsequently in February 2023, Council adopted Development Procedures Bylaw Amendment Bylaw 8610 that established the delegated authority, criteria, guidelines, and terms and conditions for delegated authority minor DVP.

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Bill 44 – Housing Statutes (Residential Development) Amendment Act, 2023

The *Local Government Act* Section 464 (2) provides the option to not hold a public hearing for a proposed bylaw when it is it is consistent with an OCP, and Section 464 (3) and (4) prohibit a local government from holding a public hearing for a proposed bylaw when it is consistent with an OCP and relating to a majority-residential development.

Included in the DAPR program implementation plan, as recommended in the DAPR Consultant's Final Report and shared with Council for information in November 2024:

Recommendation 10: Decentralise and delegate decision-making authority

Recommendation 12: Update and right-size the legislative framework

ANALYSIS:

The recommended changes will simplify and streamline the development approvals process. Council's support on these amendments will signal to the community and staff that they are serious about sustaining positive change.

1. Delegated Authority Development Permits

Bylaw 8763 (**Attachment 1**) proposes amendments to the OCP that capture the below changes to definitions, exemptions, and approvals process for delegated authority development permits. A redline version of Bylaw 8763 is also included in **Attachment 2**.

Form and Character of Industrial and Business Park Development

Council currently delegates to staff the issuance or refusal of certain Development Permits (DPs) (e.g. Environmental and Hazardous Condition). The recommended change to OCP Schedule B Part 1 C would delegate to staff the authority to issue DPs in connection with the Form and Character of Industrial and Business Park Development. Improvements to the Industrial and Business Park DP approval process has the potential to support business and economic development projects and the regionally important industrial land base. Applicants for such delegated authority DP would still be required to follow the guidelines contained in Schedule B Part 5 D, present their projects to the Advisory Design Panel, and resolve all issues to the satisfaction of the General Manager of Planning, Properties, and Permits.

Development Permits Involving Minor Variances

The recommended change to OCP Schedule B Part 1 C would allow a development permit issued with delegated authority to also include a minor variance to the Zoning Bylaw. This corresponds with staff's ability to issue delegated authority minor DVP, which was established when Council adopted Development Procedures Bylaw amendments in February 2023. The change can be considered a housekeeping amendment to bring administrative procedures in-line with the minor DVP authority contained within the Development Procedures Bylaw.

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<u>Definition of Minor Development Permit</u>

The recommended change to the OCP Schedule B Part 2 definition for minor development permit would simplify the definition to ensure right-sizing of review in unique circumstances.

Exemption from Form and Character Development Permit

The recommended change to the OCP Schedule B Part 5 exemptions from the requirement for a Form and Character development permit would simplify the criteria and ensure right-sizing of review.

The time savings associated with recommended changes to delegated authority development permits represents an intrinsic value that is increasingly important to project budgets, staff resourcing, and Council's time. Applicants for such permits are expected to see an improved administrative experience, and the organisation will experience significant efficiencies.

2. Delegated Development Variance Permits

In February 2023 Council adopted Development Procedures Bylaw amendments that delegated to staff the authority to consider issuing minor variance permits for certain types of requests. This was found to improve processing and approvals time by 30-40%. In February 2025 Council adopted further amendments that delegated to staff the authority to consider variance requests related to coach house development. Bylaw 8764 (**Attachment 3**) proposes amendments to the Development Procedures Bylaw that would further simplify the criteria for delegated authority minor variance permits. A redline version of Bylaw 8764 is also included in **Attachment 4**.

Variances Required as a Condition of Subdivision

The recommended change to Development Procedures Bylaw Definitions Section 2 (d) iii would simplify the criteria for delegated authority minor variance permits and allow staff to consider minor variance requests that are a condition of a subdivision application. Staff already use the robust consideration guidelines contained in Schedule B of Bylaw 8144 for the review of applications for DVP. Applications for the subdivision of residential (RS) lots are known to be lengthy, and this change can be seen as an incremental step towards improving processing timelines and the approvals process.

3. Public Hearings

Bill 44 - Housing Statutes (Residential Development) Amendment Act, 2023

Section 464 (2) of the *Local Government Act* provides Council the option to not hold a public hearing for a zoning bylaw when it is consistent with the OCP. Since this took effect in November 2023, Council has consistently resolved to not hold a public hearing in alignment with staff's recommendation.

October 20, 2025 Page 6

New Procedure

Proposed amendments to Development Procedures Bylaw Section 5 (2.1) and (2.2) (Attachment 3) result in public hearings that are not required under Section 464 (2) of the Local Government Act not being held by default. In this new procedure, staff are authorised to proceed with notification that a public hearing will not be held. For a public hearing to be held when not required, Council would resolve to hold one.

This new procedure represents a significant step towards improving the development approvals process, and the efficiencies associated with this procedure are significant for both the applicant and the organisation. In support of this recommendation, staff have developed guidelines to ensure a consistent approach to recommending when a public hearing be held when not required (Attachment 6).

Existing Notification and Engagement Methods

Regardless of whether a Public Hearing process is held, the District uses several methods of notification and engagement associated with a bylaw:

- Web pages for significant and minor applications being considered;
- Council Early Input Public Meetings;
- Corporate Policy Manual on Non-Statutory Public Consultation for Development Applications;
- Applicant-led public information meetings;
- Various engagement activities that occur during policy development (in particular for OCP bylaws, the compliance with which determines the primary eligibility for not requiring a public hearing), such as letters, web pages, surveys, workshops, public information meetings, public hearings, and statutory notices and requests for comment; and
- Statutory notice of Council's consideration of bylaw readings.

TIMING/APPROVAL PROCESS:

Should the proposed amendments be accepted by Council, procedural guides will be revised to reflect the changes. The Fees and Charges Bylaw will be amended to reflect the changes.

CONCURRENCE:

The recommendations of this report have been reviewed by Development Planning, Legal, and Business and Economic Development.

FINANCIAL IMPACTS:

The recommended changes reduce staff effort and improve use of Council time. While revenue from fees will be proportionally reduced, there will be a net gain because of processing efficiency.

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LIABILITY/RISK:

Staff can refer decisions to Council when the situation requires. Staff use Council-adopted policy and guidelines in delegated decision making. Should an applicant be refused, delegated matters always involve a mechanism for applicant's appeal.

CONCLUSION:

The proposed amendments represent the changes required to align with the strategic goals of the Corporate Plan. The implementation phase of the DAPR program has successfully established a foundation and path forward while remaining within budget and on schedule. Council's decision to amend these bylaws will contribute to the overall DAPR goals by reducing the timeline of development approvals.

OPTIONS:

The following options are available for Council's consideration:

- 1. Give Bylaw 8763 First Reading and refer it to a Public Hearing; and give Bylaw 8764 First, Second, and Third Readings (staff recommendation); or
- 2. Provide alternative direction to staff.

Respectfully submitted,

Graeme Budge

Development Planner and DAPR Program Coordinator

ATTACHMENTS:

- 1. Bylaw 8763
- 2. Bylaw 7900 excerpt redline version
- 3. Bylaw 8764
- 4. Bylaw 8144 consolidation redline version
- 5. DAPR Report Card Third Quarter 2025
- 6. Public Hearing Consideration Guidelines

October 20, 2025 Page 8

REVIEWED WITH:				
□ Business and Economic □ Bylaw Services □ Clerk's Office □ Climate and Biodiversity □ Communications □ Community Planning □ Development Engineering □ Development Services □ Engineering Infrastructure □ Engineering Public Works	NL GL BD	Finance Fire Services Golf Housing Human Resources Integrated Planning ITS Parks Real Estate Solicitor		External Agencies: Library Board Museum and Archives NSEM NS Health NVRC RCMP Other:
☐ Environment☐ Facilities		☐ Transportation		

Bylaw 8763 received First Reading on November 3, 2025.

The bylaw in this attachment to the staff report for the November 25, 2025 Council Workshop is as it appeared in the November 3, 2025 Regular meeting agenda and does not include the First Reading date.

Bylaw 8763

A bylaw to amend District of North Vancouver Official Community Plan Bylaw 7900, 2011

The Council for The Corporation of the District of North Vancouver enacts as follows:

Citation

1. This bylaw may be cited as "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8763, 2025 (Amendment 61)".

Amendments

- 2. District of North Vancouver Official Community Plan Bylaw 7900, 2011 is amended as follows:
 - a) Schedule B Part 1 C "Delegation of Authority to Issue Development Permits" list of development permits that *Council* delegates to the *director* the powers of *Council* to issue is amended by inserting "Form and Character DPA;" immediately following "Slope Hazard DPA;".
 - b) Schedule B Part 1 C "Delegation of Authority to Issue Development Permits" list of provisions is amended by replacing the existing subsection "1. the development permit does not involve any variances to the *Zoning Bylaw*;" with "1. the development conforms to the Zoning Bylaw or requires a variance(s) to the Zoning Bylaw that is a minor variance, as defined in the Development Procedure Bylaw No. 8144, 2017;"
 - c) Schedule B Part 1 C "Delegation of Authority to Issue Development Permits" list of provisions is amended by inserting below the second subsection "2." a new line "3. in the case of a form and character development permit, the development permit is for industrial or business park development;" and adjusting the subsequent numbered lines in numeric sequence from 4 to 11.
 - d) Schedule B Part 2 "Definitions" is amended by replacing the definition of "minor development permit" with the following definition:
 - "minor development permit" means a form and character development permit in connection with the following minor development activity in the *Form and Character DPA*:

- 1. minor façade and design changes in respect of a development for which a form and character development permit has already been issued by the *District*:
- 2. installations of up to 100 square metres of new *gross floor area* on a parcel;
- new wireless telecommunication rooftop facilities and screening, or changes to existing telecommunications rooftop facilities and screening; or
- 4. *development* that, in the opinion of the *director*, does not impact the site character;
- e) Schedule B Part 5 list of "Exemptions" is amended by adding below line "6." a new line "7. Site improvements such as landscaping, paving and pathways, and accessory buildings greater than 50 square meters, that, in the opinion of the *director*, do not impact the site character"

READ a first time	by a majority of all Council members.		
PUBLIC HEARING held			
READ a second time	by a majority of all Council members.		
READ a third time	by a majority of all Council members.		
ADOPTED	by a majority of all Council members.		
Mayor	Corporate Officer		
Certified a true copy			
D 1 0 1 0 1 0 1 0 1 1			
Deputy Corporate Officer			

REDLINE VERSION

Official Community Plan Bylaw 7900 Schedule B.

Part 1. Designation, Requirement for a Development Permit and Delegation C. Delegation of Authority to Issue Development Permits

In accordance with Section 920 of the *Local Government Act*, the Council hereby delegates to the director the powers of the Council to:

- issue development permits with or without conditions in connection with the Protection of the Natural Environment DPA; Streamside Protection DPA; Wildfire Hazard DPA; Creek Hazard DPA; Slope Hazard DPA; Form and Character DPA; and Energy and Water Conservation and GHG Emission Reduction DPA;
- 2. issue *minor development permits* with or without conditions in connection with the *Form* and *Character DPA*; and
- 3. provide any approval, acceptance or consent, form any opinion or determination, or require, provide or accept any reports, information or other items in connection with the foregoing as required or permitted in this *document*,

all in accordance with the applicable guidelines set out in this document, provided that:

- 1. the development conforms to the Zoning Bylaw or requires a variance(s) to the Zoning Bylaw that is a minor variance, as defined in the Development Procedure Bylaw No. 8144, 2017does not involve any variances of the Zoning Bylaw;
- 2. in the case of a streamside protection development permit, the development permit does not involve parcels that are greater than 0.5 hectares in size located on or adjacent to the Capilano River, Lynn Creek or Seymour River, or located on or adjacent to Mackay Creek at any point south of Marine Drive;
- 3. in the case of a form and character development permit, the development permit is for industrial or business park development;
- 4. the *director* may refer any DPA application to Council for decision, and in that event the provisions of this section related to reconsideration do not apply to the application.
- 5. the *director* may, in accordance with the applicable guidelines herein, require the applicant to provide security to be applied by the *District* to the cost of:
 - a) providing landscaping, including vegetation and trees provided to preserve, protect, restore or enhance riparian areas, that the permit requires to be provided;
 - b) correcting an unsafe condition that has resulted as a consequence of the contravention of a condition in the permit; and
 - c) correcting damage to the environment that has resulted as a consequence of the contravention of a condition in the permit;

- 6. in imposing the security requirements set out in section 7, the *director* may require security to be maintained for so long as there is a reasonable possibility of contravention of a landscaping condition, the creation of an unsafe condition, and the causing of harm to the environment in connection with the *development* authorized by the permit;
- 7. within 10 business days of being notified in writing of the *director's* decision regarding a development permit application, the applicant may, upon paying the application fee set out in Schedule "W" of the *District* Fees and Charges Bylaw 6481 (7806), as amended from time to time, request Council to reconsider the director's decision by giving notice in writing to the *District's* corporate officer setting out:
 - a) the grounds on which the applicant considers the decision is inappropriate; and
 - b) the decision that the applicant considers would be appropriate for Council to make having regard to the applicable guidelines herein, including development permit conditions and security conditions that the applicant considers would be appropriate;
- 8. the *District's* municipal clerk must place each request for reconsideration on the agenda of a meeting of the *Council* to be held not earlier than 2 weeks from the date on which the request for reconsideration and payment of the applicable application fee was received;
- 9. the *District's* municipal clerk must notify the *director* of each request for reconsideration and the *director* must:
 - a) prior to the date of the meeting at which the reconsideration will occur, provide a written report to the *Council* setting out, at the level of detail the director considers appropriate, the rationale for the *director's* decision; or
 - b) at the meeting at which the reconsideration occurs, provide an oral report on the rationale for the *director's* decision;
- 10.the *District's* municipal clerk must notify the applicant of the date of the meeting at which the reconsideration will occur; and
- 11. the *Council* may either confirm the decision of the *director* or substitute its own decision, including with respect to development permit conditions and amounts of security.

Part 2. Definitions

"minor development permit" means a form and character development permit in connection with the following minor development activity in the *Form and Character DPA*:

- 1. minor façade and design changes in respect of a *development* for which a form and character development permit has already been issued by the *District*;
- 2. installations of up to 100 square metres of new *gross floor area* on a parcel provided that the new gross floor area is an addition to or is accessory to a permanent structure on the parcel; or
- 3. new wireless telecommunication rooftop facilities and screening, or changes to existing telecommunications rooftop facilities and screening; or
- 4. development that, in the opinion of the director, does not impact the site character;

Part 5. Form and Character of Commercial, Industrial and Multi-Family Development Exemptions

A Form and Character development permit is not required in the following circumstances:

- 1. If the intended use is limited to single-family residential or institutional uses
- 2. Interior alterations or renovations to buildings
- 3. Site improvements such as landscaping, paving and pathways, when the total cost is less than \$25,000
- 4. Accessory buildings less than 50 square metres in size provided they are consistent with the architectural form and character of the principle buildings
- 5. Temporary buildings or structures intended for construction offices or marketing displays for a period of time that does not exceed the duration of construction
- 6. Minor exterior renovations that do not significantly alter the building form and character
- 7. Site improvements such as landscaping, paving and pathways, and accessory buildings greater than 50 square meters, that, in the opinion of the *director*, do not impact the site character

If unsure, property owners may submit a written description of a proposed *development* activity and District staff will advise in writing whether the *development* is exempt from the requirement for a *development* permit.

Bylaw 8764 received First Reading on November 3, 2025.

The bylaw in this attachment to the staff report for the November 25, 2025 Council Workshop is as it appeared in the November 3, 2025 Regular meeting agenda and does not include the First Reading date.

Bylaw 8764

A bylaw to amend Development Procedures Bylaw 8144, 2017

The Council for The Corporation of the District of North Vancouver enacts as follows:

Citation

1. This bylaw may be cited as "Development Procedures Bylaw 8144, 2017 Amendment Bylaw 8764, 2025 (Amendment 7)".

Amendments

- 2. Development Procedures Bylaw 8144, 2017 is amended as follows:
 - a) by removing subsection 2. (d) and substituting it with the following new subsection 2. (d):

""Delegated Development Variance Permit" means a development variance permit for a minor variance under Sec. 498.1 of the Local Government Act, where the following criteria are satisfied:

- i. The variance must not be associated with an application to amend the Official Community Plan or Zoning Bylaw, or with any other proposed bylaw amendment under preparation;
- ii. The variance must not be associated with an application for a non-delegated development permit, housing agreement, heritage revitalization agreement, or phased development agreement;
- iii. The variance must not be associated with works completed without the necessary permit(s) or approval(s) or otherwise in contravention of District bylaws;
- iv. The variance must not be associated with non-conforming buildings or other structures, or the non-conforming use of buildings, structures or land; and
- v. The variance must not be associated with protected heritage property."
- b) by deleting subsection 5. (2) and substituting it with the following new subsection 5. (2):

"Upon receipt of a complete application, General Manager's report, amending bylaw or permit, Council must consider the application in accordance with the Local Government Act, and may as applicable:

- (a) consider giving the amending bylaw first reading;
- (b) determine the public hearing process as specified in (2.2) Public Hearing;

- (c) authorize the heritage revitalization agreement or phased development agreement;
- (d) authorize the issuance of a development permit, development variance permit or temporary use permit;
- (e) reject or refuse the application; or
- (f) defer or otherwise deal with the application;

and after having given the bylaw 3 readings, consider adopting the bylaw.

Public Hearing

- (2.1) Pursuant to section 464 of the *Local Government Act* a public hearing,
 - a) is required for Official Community Plan bylaws and amendments thereto;
 - b) is prohibited if the proposed zoning bylaw:
 - i. is consistent with the Official Community Plan; and
 - ii. is solely for residential development, in whole or in part; and
 - iii. the residential component is at least half the gross floor area of all buildings and structures proposed as part of the development; or
 - iv. is for the purpose of complying with *LGA* s 481.3, Zoning bylaws and small-scale multi-family housing.
- (2.2) For all proposed zoning bylaws that are consistent with the Official Community Plan, and for which the holding of a public hearing is in the discretion of Council, staff is authorized to proceed to provide notice, pursuant to section 467 of the *Local Government Act*, that a public hearing will not be held (the "Notice"), unless Council resolves otherwise. For certainty, Council may resolve to hold a public hearing, in its discretion, before or after the Notice is provided pursuant to section 467 *Local Government Act*."

Mayor	Corporate Officer
ADOPTED	
READ a third time	
READ a second time	
READ a first time	

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REDLINE VERSION



THE DISTRICT OF NORTH VANCOUVER DEVELOPMENT PROCEDURES BYLAW

BYLAW 8144

Effective Date - July 10, 2017

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws below. The amending bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaw on this subject.

Original Bylaw	Date of Adoption
Bylaw 8144	July 10, 2017
Amending Bylaw	Date of Adoption
Bylaw 8480 Bylaw 8610 Bylaw 8639 Bylaw 8712	March 15, 2021 February 27, 2023 December 4, 2023 February 24, 2025

The bylaw numbers in the margin of this consolidation refer to the bylaws that amended the principal bylaw Development Procedures Bylaw 8144, 2017. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

The Corporation of the District of North Vancouver

Bylaw 8144

A bylaw to define development review procedures for the District of North Vancouver

The Council for The Corporation of the District of North Vancouver enacts as follows:

Citation

1. This bylaw may be cited as "Development Procedures Bylaw 8144, 2017".

Definitions

- 2. In this bylaw:
 - (a) "abutting" means sharing a common boundary of at least one point, or would share a common boundary of at least one point, if not for a shared highway which does not exceed 20 m in width;
 - (b) "applicant" means the owner or a representative of the owner duly authorized to act on the owner's behalf in relation to an application;
 - (c) "application" means a written request by an applicant to amend the Official Community Plan or Zoning Bylaw, or to enter into a heritage revitalization agreement, or phased development agreement or for the issuance of a development permit, development variance permit, Delegated Development Variance Permit, or temporary use permit, in a form and content prescribed by the General Manager and this bylaw;
 - (d) "Delegated Development Variance Permit" means a development variance permit for a minor variance under Sec. 498.1 of the *Local Government Act*, where the following criteria are satisfied:
 - The variance must not be associated with an application to amend the Official Community Plan or Zoning Bylaw, or with any other proposed bylaw amendment under preparation;
 - ii. The variance must not be associated with an application for a nondelegated development permit, housing agreement, heritage revitalization agreement, or phased development agreement;
 - iii. The variance must not be associated with, or required as a condition of, a subdivision application;
 - The variance must not be associated with works completed without the necessary permit(s) or approval(s) or otherwise in contravention of District bylaws;
 - v. The variance must not be associated with non-conforming buildings or other structures, or the non-conforming use of buildings, structures or land;

- vi. The variance must not be associated with protected heritage property;
- vii. Deleted.
- viii. Deleted.

(8639, 8712, 8763)

- (e) "Fees and Charges Bylaw" means the District of North Vancouver Fees and Charges Bylaw 6481, as amended or replaced;
- (f) "General Manager" means the General Manager of Planning, Properties & Permits and his lawful deputy, as defined in the Officers and Employees Bylaw, and any person designated in writing by the General Manager of Planning, Properties & Permits to carry out any administrative act or function under this bylaw;
- (g) "Official Community Plan" means the District of North Vancouver Official Community Plan Bylaw 7900, as amended or replaced;
- (h) "Officers and Employees Bylaw" means the District of North Vancouver Officers and Employees Bylaw 7052, as amended or replaced;
- (i) "owner" means a person listed in the land titles office as the owner of a parcel;
- (j) "parcel" means any lot, block or other area of land that is the subject of an application;
- (k) "Zoning Bylaw" means the District of North Vancouver Zoning Bylaw 3210, 1965, as amended or replaced.

(8610)

Delegation

3. Council delegates to the General Manager the powers of Council to administer this bylaw including prescribing the form of permits issued and agreements approved under this bylaw.

Application

- 4. (1) An applicant who wishes to seek District approval for an amendment to the Official Community Plan or Zoning Bylaw, and an applicant who wishes to seek District approval for a heritage revitalization agreement or phased development agreement, and an applicant who applies for issuance of a development permit, development variance permit, Delegated Development Variance Permit, or temporary use permit must:
 - (a) seek approval from Council or the General Manager in accordance with this bylaw;
 - (b) complete an application and submit it to the General Manager; and,

(c) pay the application fee, at the time of application submission, in accordance with the Fees and Charges Bylaw.

(8610)

- (2) The applicant must provide the following information, at the applicant's expense, to the General Manager at the time of application submission:
 - (a) owner's authorization for the applicant to act on the owner's behalf with respect to the application;
 - (b) documents and plans which describe the proposal;
 - (c) documents and plans that demonstrate compliance with the existing or proposed regulations, as applicable; and,
 - (d) any additional information the General Manager determines is required to assist the Council or the General Manager in their consideration of the application.

Application Review and Consideration

- 5. (1) Upon receipt of a complete application the General Manager may, as applicable:
 - (a) review the application;
 - (b) prepare a report, amending bylaw, or permit for Council's consideration;
 - (c) issue, amend, refuse, impose requirements, set conditions and standards, supplement a bylaw, and impose conditions for the sequence and timing of construction for the development permits in accordance with the *Local Government Act* and Part 1 of Schedule B of the Official Community Plan;
 - (d) issue, renew, refuse, set conditions, establish the permit expiration date, require security, and require an undertaking in respect of a temporary use permit in accordance with the *Local Government Act* and Zoning Bylaw except for lands which are located outside of the District's four growth centres and zoned one of the Single Family Residential (RS) zones and in accordance with subsection 5(3); or
 - (e) issue, amend, refuse, and impose requirements in accordance with Schedule C, and require security in respect of a Delegated Development Variance Permit in accordance with the *Local Government Act* and in accordance with subsection 5(3) and subsection 5(4).

(8610)

- (2) Upon receipt of a complete application, General Manager's report, amending bylaw or permit, Council must consider the application in accordance with the *Local Government Act*, and may as applicable:
 - (a) consider giving the amending bylaw first reading;
 - (b) determine the public hearing process as specified in (2.2) Public Hearing forward the amending bylaw to a public hearing or waive the holding of a public hearing;

- (c) authorize the heritage revitalization agreement or phased development agreement;
- (d) authorize the issuance of a development permit, development variance permit or temporary use permit;
- (e) reject or refuse the application; or
- (f) defer or otherwise deal with the application;

and after having given the bylaw 3 readings, consider adopting the bylaw.

(8763)

Public Hearing

- (2.1) Pursuant to section 464 of the *Local Government Act* a public hearing,
 - (a) is required for Official Community Plan bylaws and amendments thereto;
 - (b) is prohibited if the proposed zoning bylaw:
 - i. is consistent with the Official Community Plan; and
 - ii. is solely for residential development, in whole or in part; and
 - iii. the residential component is at least half the gross floor area of all buildings and structures proposed as part of the development; or
 - iv. is for the purpose of complying with *LGA* s 481.3, Zoning bylaws and small-scale multi-family housing.
- (2.2) For all proposed zoning bylaws that are consistent with the Official Community Plan, and for which the holding of a public hearing is in the discretion of Council, staff is authorized to proceed to provide notice, pursuant to section 467 of the *Local Government Act*, that a public hearing will not be held (the "Notice"), unless Council resolves otherwise. For certainty, Council may resolve to hold a public hearing, in its discretion, before or after the Notice is provided pursuant to section 467 of the *Local Government Act*.

(8763)

- (3) If the General Manager considers that security should be provided by an applicant as a condition of the issuance of a temporary use permit or a Delegated Development Variance Permit, the General Manager will determine the amount of the security in accordance with the following guidelines:
 - (a) the amount of security shall be in addition to the security required as a condition of issuance of any development permit or building permit issued for the development to which the temporary use permit or the Delegated Development Variance Permit relates; and
 - (b) the amount of security required for a temporary use permit shall not exceed the amount that is reasonably required (as determined by the General Manager) to secure conditions set by the General Manager for the temporary use permit pursuant to section 5(1)(d); and
 - (c) the amount of security required for a Delegated Development Variance Permit shall not exceed the amount that is reasonably required (as determined by the General Manager) to secure requirements set by the

General Manager for the Delegated Development Variance Permit pursuant to section 5(1)(e).

(8610)

(4) The General Manager must consider the guidelines set out in Schedule B in deciding whether to issue a Delegated Development Variance Permit.

(8610)

- (5) An applicant may not reapply for a refused:
 - (a) minor development permit;
 - (b) delegated Temporary Use Permit; or
 - (c) Delegated Development Variance Permit

within one (1) year of the date of refusal.

(8610)

Application Reconsideration

- 6. Within 10 days of the General Manager's decision to:
 - (1) issue, amend, refuse, impose requirements, set conditions and standards, supplement a bylaw, and impose conditions for the sequence and timing of construction, require development approval information or require security for a development permit;
 - (2) issue, renew, refuse, set conditions, establish the permit expiration date, require an undertaking, require development approval information or require security in respect of a temporary use permit;
 - (3) issue, amend, refuse, impose requirements, and require security, for a Delegated Development Variance Permit,

the applicant may request that Council reconsider the decision subject to the following:

- (a) the request shall be in writing, and include reasons in support of the reconsideration;
- (b) upon receipt of a complete written request for Council's reconsideration, the General Manager shall prepare and forward a report to Council attaching the application and setting out the reasons for the decision;
- (c) at a date and time set by Council the applicant shall have the opportunity to appear before Council and be heard regarding the decision of the General Manager; and
- (d) following this, Council shall reconsider the decision of the General Manager and either uphold the decision or substitute the Council's decision for the General Manager's.

(8610)

Delivery of Notice

- 7. (1) The distance for mailing or delivery of *Notice of a Public Hearing* under section 466 of the *Local Government Act* is 100 metres from that part of the area that is subject to an amendment to the Official Community Plan or Zoning Bylaw, a heritage revitalization agreement, or phased development agreement and 75 metres for an amendment to the Zoning Bylaw for single-family subdivision.
 - (2) The distance for mailing or delivery of notice under section 494 [Temporary Use Permits] and section 499 [Development Variance *Permits*] of the *Local Government Act* includes all parcels abutting that part of the area that is the subject of the permit application.

(8610)

Posting of Notice

- 8. (1) In circumstances where the *Local Government Act* requires the delivery of a notice of public hearing to owners and tenants in occupation, except when the public hearing is waived, at least 12 days before the public hearing:
 - (a) the District must post a minimum of two notices on the area or on a highway adjacent to the area that is the subject of the bylaw alteration, one of the notices to be viewable by traffic in one direction and the other of the notices to be viewable by traffic in the opposite direction; and
 - (b) where an area that is the subject of the bylaw alteration is located near a major arterial the District may post additional notices viewable from both directions on the arterial.
 - (2) Noncompliance with subsection (1) due to the removal, destruction or alteration of the notice by unknown persons, vandalism or natural occurrence will not affect the validity of the applicable bylaw.
 - (3) The posted notices required pursuant to subsection 8(1)(a) must have a minimum dimension of 1.2 m x 2.4 m.
 - (4) The form of the posted notice must be substantially the same as Schedule A, as applicable to the application.
 - (5) The posted notice must at a minimum contain the following:
 - (a) a title containing the words "Development Proposal;
 - (b) the date, time and location of the public hearing;
 - (c) the civic address of the parcel that is subject of the proposed development;
 - (d) a map showing the location of the proposed development,
 - (e) a brief description of the development in general terms; and

(f) District contact information.

Severability

9. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.

Repeal

10. Development Procedures Bylaw 7738, 2008, and all amendment thereto are repealed.

Amended by: 8480, 8610, 8763

-1.2 m / 4' —

Development Proposal

PUBLIC HEARING:

Xpm, Day of week, Month X, Year

Location

Address of meeting

PROPOSAL:

Address of Proposal

[insert location map]



description



description





Contact:

Name, Development Planner email or phone number DNV.org/public-hearing - 2.4 m / 8' -

Schedule B to Bylaw 8144

<u>Delegated Development Variance Permit Consideration Guidelines</u>

The General Manager should consider:

- 1. Reasons Why the bylaw requirement cannot be met, such as the physical constraints against meeting the bylaw requirement.
- 2. Input Hear from persons notified in accordance with the Non-Statutory Public Consultation for Development Applications Corporate Policy.
- 3. Context Adjacent planned or constructed buildings and structures, and adjacent planned or existing uses and activities.
- 4. Alternatives The availability of substitutions or alternative solutions.
- 5. Impact The magnitude and significance of the anticipated impacts.
- 6. Mitigation Mitigation measures proposed to be undertaken to address the potential impacts of the proposed development, including whether sufficient security is provided to guarantee performance.

A variance should:

- 1. Maintain the general intent and purpose of the Official Community Plan and land use regulation bylaw being varied; and
- 2. Be desirable for the appropriate development and use of the land, building or other structure.

A variance should not:

- 1. Result in inappropriate development of the site;
- 2. Adversely affect:
 - a) public safety;
 - b) access to, or the operation and maintenance of civil infrastructure, amenities and facilities:
 - c) protected heritage property; or
 - d) the natural environment
 - e) privacy; or,
 - f) access to natural light or air

to an unacceptable level;

- 3. Result in unacceptable risk for the development or the adjoining or reasonably adjacent lands and developments from flooding, erosion, landslip, wildfire, avalanche, or other natural hazard;
- 4. Injuriously affect or unreasonably interfere with the use and enjoyment of adjoining or reasonably adjacent lands;
- 5. Be in conflict with a covenant, registered in favour of the District of North Vancouver under section 219 of the *Land Title Act*; or
- 6. Deal with a matter that is covered in an approved phased development agreement.

(8712)

Schedule C to Bylaw 8144

Delegated Development Variance Permit Requirements

A Delegated Development Variance Permit may include requirements to achieve or address the guidelines in Schedule B, including requirements relating to the following:

- (a) Requirements to provide a report, at the applicant's expense, prepared by a qualified professional with experience relevant to the matter, to assist the General Manager in determining what terms and conditions will be imposed;
- (b) Requirements to prevent unsafe conditions, or preventing damage to the environment;
- (c) The sequence and timing of the construction associated with the development;
- (e) The permit lapses if the construction is not substantially started in a timeframe established in the Delegated Development Variance Permit not to exceed two (2) years; and
- (f) The registration of covenants under section 219 of the Land Title Act.

(8610)

Document: 6609648



We are working to improve and simplify our development approvals process.

The development approvals process refers to applications, permitting, inspections, engineering reviews, related utility works, and more – essentially everything related to development projects, from simple renovations to constructing new buildings.

STATUS



Complete



Underway



Upcoming, near term

Elevate customer journey	STATUS
Provided staff and manager training in service excellence; senior management endorsed internal service excellence commitment.	
Investigated ways to better support our applicants online, by surveying and interviewing recent applicants.	
Improving resources such as notifications, guides, requirements, and templates to help applicants produce high quality submissions.	
Expanding payment options for fees and security deposits to streamline the experience for applicants and reduce administration.	
Implementing a new communication management tool for Engineering Administration and Customer Service to improve service delivery process.	
Considering recommendations to Council to improve process efficiency through regulatory change.	
Reimagine the online experience for applicants, considering opportunities to use artificial intelligence and MyDNV.	

(D)	Streamline our work	STATUS
Complete process. F	ed a detailed review of the current single family new construction building permit Results inform process redesign to make it more transparent and efficient.	
Implemer enable pr	nted a completeness check for single family building permit applications to ompt and reliable feedback to applicants and ensure high quality applications.	

Piloting a new review process for single family building permit applications to improve transparency, communication, timelines, and outcomes.	
Exploring opportunities to consolidate applications for related permits to create efficiencies for customers and staff.	
Reviewing inspection requirements and guidance to provide clear, timely, effective inspection services.	
Rebuilding the significant development applications section of DNV.org to automatically display project details from permit tracking software.	
Examine and redesign additional application processes to improve efficiency and effectiveness.	
Develop and implement a triage and prioritisation protocol for applications to find efficiencies and address organizational priorities.	

Build our capacity	STATUS
Conducted change management training to promote innovation and support staff through transformation.	
Executing a change management plan to sustain efforts throughout the project and build a culture of continuous improvement.	
Supporting managers to adopt a continuous improvement model of service delivery using tools such as surveys to solicit feedback and guide service refinement.	
Trialling delegation and escalation protocols to improve consistency and efficacy of decision making, prevent escalations, and improve application timelines.	
Evaluating roles and responsibilities, and providing staff training to ensure appropriate capacity and adequate resourcing.	
Implement improved governance and quality control procedures for business system and document management.	
Evaluate departmental skills and develop a program of training to ensure adequate resources and effective workflow throughout the development approvals process.	

The DAPR program aims to make the process easier to understand, set clearer application requirements, and improve transparency at every stage.

DAPR Implementation Report Card

2025 Q3

Consideration guidelines to hold a public hearing

- A. Council must not hold a public hearing for a proposed zoning amendment bylaw as defined in Section 464 (3) of the *Local Government Act* if:
 - 1. a) the bylaw is consistent with the OCP;
 - b) the sole purpose of the bylaw is to permit a development that is, in whole or in part, a residential development; and
 - c) the residential component of the development accounts for at least half of the gross floor area of all buildings and other structures as part of the development; or
 - 2. the sole purpose of the bylaw is to comply with section 481.3 (SSMUH) of the local Government Act
- B. Further to the prohibition defined in Section 464 (3), and in accordance with Section 464 (2) of the *Local Government Act* of the *Local Government Act*, the General Manager will consider the following guidelines when making a recommendation to Council to hold a public hearing in relation to a zoning bylaw where it is not required:
 - 1. Policy alignment consistency with other Council adopted policies or Council priorities
 - 2. Staff support has a supporting recommendation from staff
 - 3. Zoning relates to a parcel that is of a zone other than the RS zones
 - 4. Public Input is not expected to generate significant public input based on correspondence received during application review
 - 5. Economic development allows for employment or commercial retail uses
 - 6. Industrial lands rezones a parcel from one industrial type to another industrial type, or rezones a parcel within an established industrial area
 - 7. Environment does not adversely affect the natural environment, and responds to policy regarding sustainability and climate change resilience
 - 8. Hazard risk does not generate significant risk to people or environment

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DAPR Overview

Implementation plan

- Culture, communication, procedures, technology
- Continuous improvement

Regulatory changes underway

OCP Update, Zoning Bylaw Rewrite

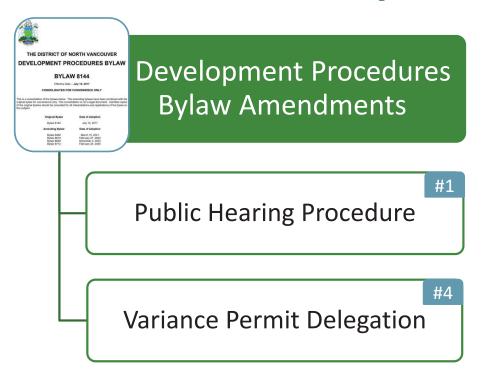
Regulatory streamlining

More opportunities will come to Council





Bylaws Overview







Development Procedures Bylaw 8764





Public Hearing Required

-OCP amendment

Public Hearing Prohibited

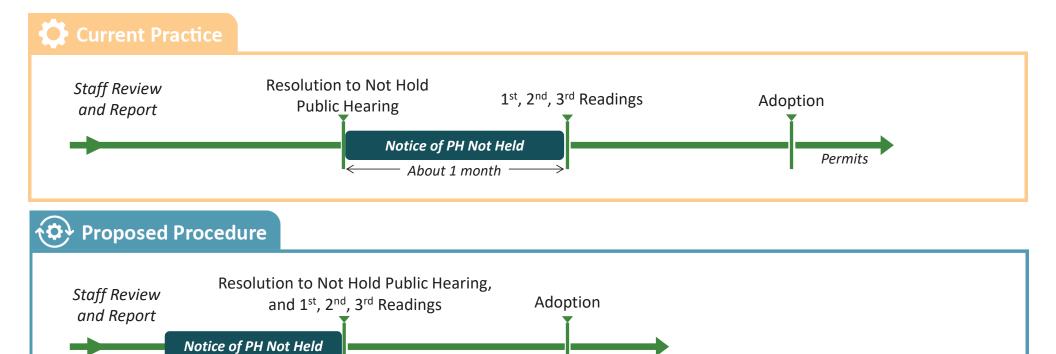
-Consistent with OCP
-Majority residential use

Public Hearing Optional

-Consistent with OCP-Not majority residential







Permits





Will have recommendation to not hold a public hearing

- √ Consistent with OCP
- √ Staff support
- ✓ Not an RS-zoned lot
- ✓ Supportive public input
- ✓ Employment & Industrial lands
- ✓ Environment & climate
- ✓ Safe and low-risk

Will have recommendation to hold a public hearing

- × Inconsistent with OCP
- × Staff non-support
- × Would rezone an RS-zoned lot
- × Creates risk to people or environment







Official Community Plan Amendment Bylaw 8763





Existing Delegated Development Permits

Protection of Natural Environmental

Hazard Conditions

Minor Form and Character





Remains a Council decision



Commercial and Mixed-Use Development



Residential and Town & Village Centre Development

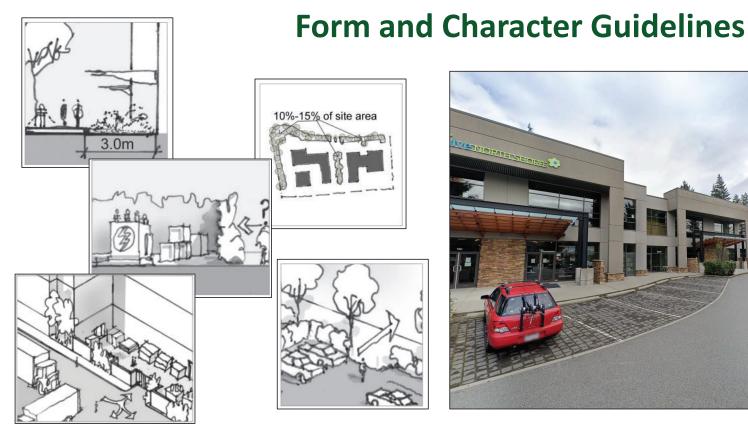














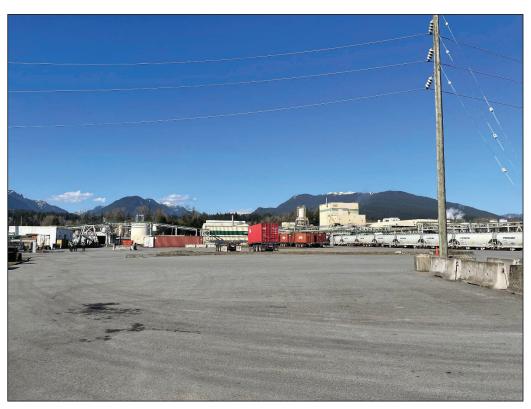








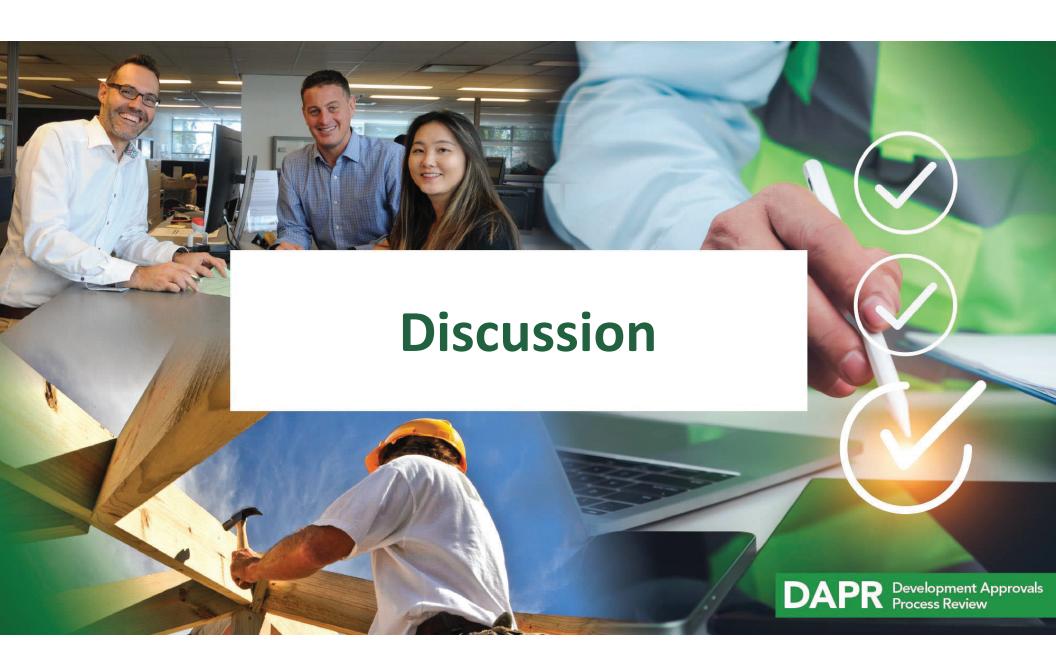












3. Development Permit Administrative Improvements

Official Community Plan Amendment Bylaw 8763





Delegated Development Permits

- Protection of Natural Environmental
- Hazard Conditions
- Minor Form and Character

Delegated Variance Permits

Minor variances

Allows Delegated DP with Variances







Before



After







Before



After

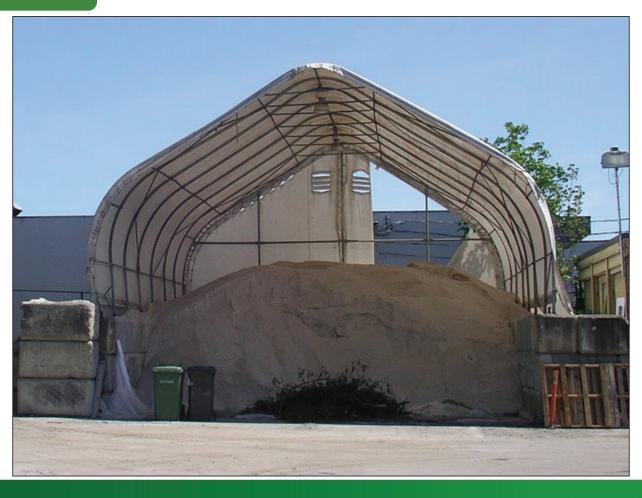












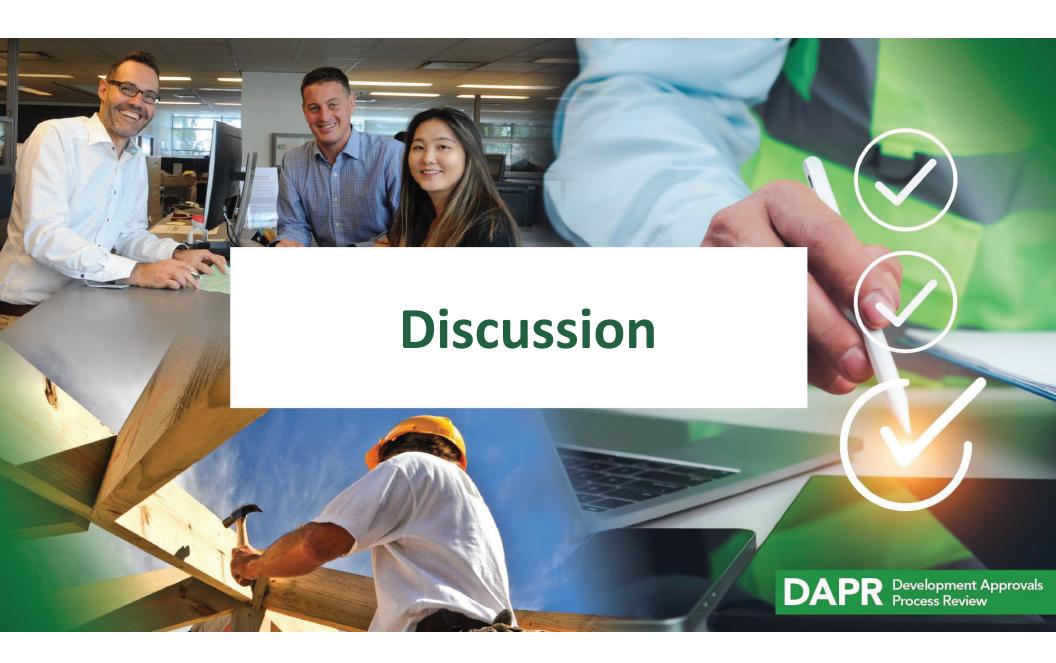












Development Procedures Bylaw 8764





Council Development Variance Permits

- × Works without permits
- × Non-conforming buildings or structures
- × Non-conforming use of land
- × Protected heritage property
- Associated with a Council-issued HRA, Phased Development Agreement, or non-delegated DP



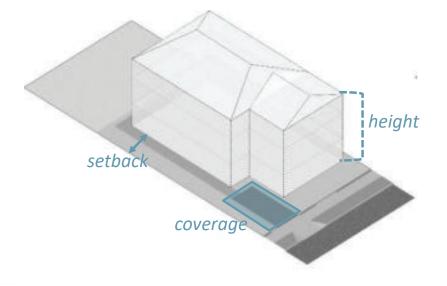






Delegated Variance Eligibility

✓ Siting, size, or dimension of buildings



Considerations Guidelines

- ✓ Reason
- ✓ Public Input
- ✓ Context
- ✓ Alternatives
- ✓ Impact
- ✓ Not interfere with use and enjoyment of adjoining property







Red = property line Blue = setback

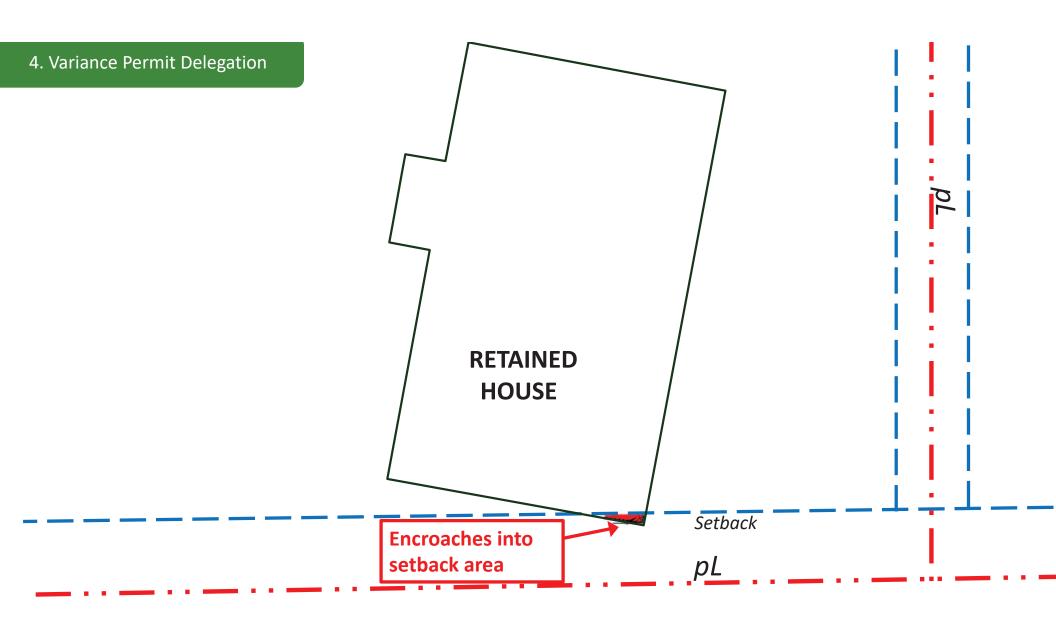




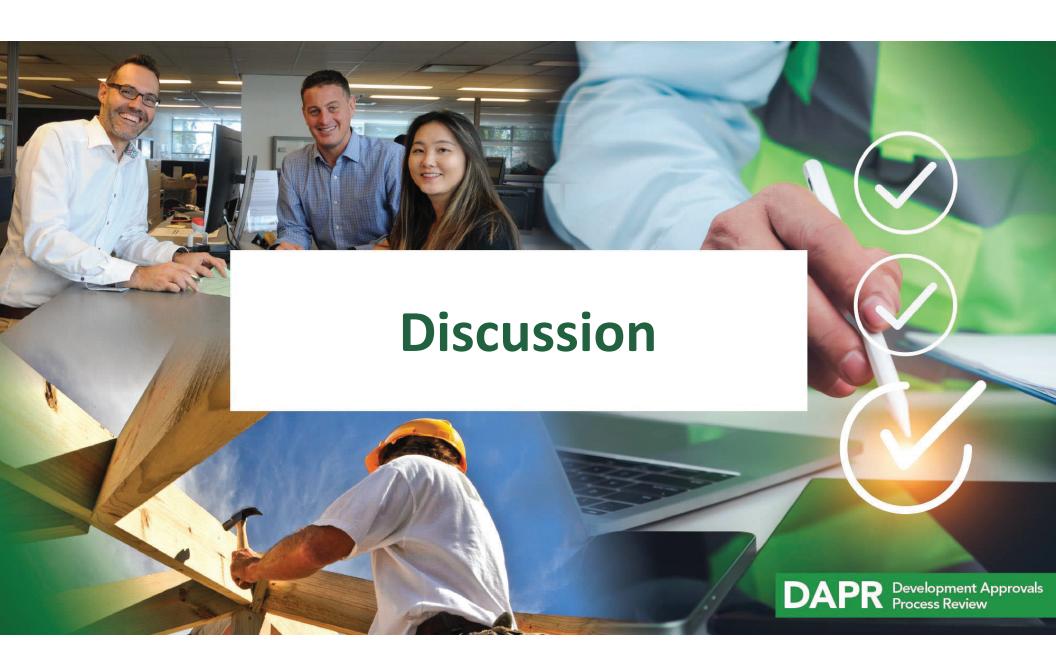














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