

Revised: March 6, 2013

Environmental Development Permits Existing Neighbourhoods

... environmental development permits provide for watercourse review areas and protection measures ...

When is an Environmental Development Permit Required?

An Environmental Development Permit is required if you are doing any work within 15 metres of the top of watercourse bank, including:

- > constructing any structure or building;
- > constructing an impervious / semi-impervious surface; or
- > undertaking any landscaping work.

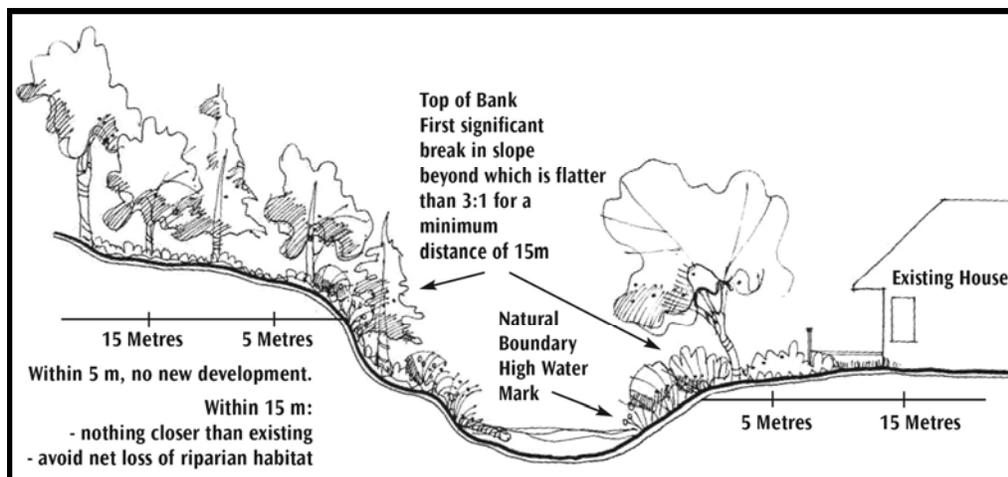
Note that certain exemptions apply.

Please contact District staff if you are unsure if a Development Permit is required.

Exemptions

You may be exempt from the requirement for a Development Permit if your work includes only:

- > renovation to interiors;
- > construction and maintenance activities carried out outside of 15 metres of top of watercourse bank or edge of wetland;
- > maintenance of the existing landscape conditions;
- > regular and emergency District maintenance activities for drainage control;
- > construction and maintenance activities carried out to enhance the coexistence of natural habitats and public trails;
- > emergency works; or
- > the implementation of a fish habitat mitigation or restoration plan.



← Determining top of bank and areas of protection

Watercourse Protection

Submission Requirements for Development Permit Applications in Existing Neighbourhoods

When you are submitting a Development Permit Application, the following is required:

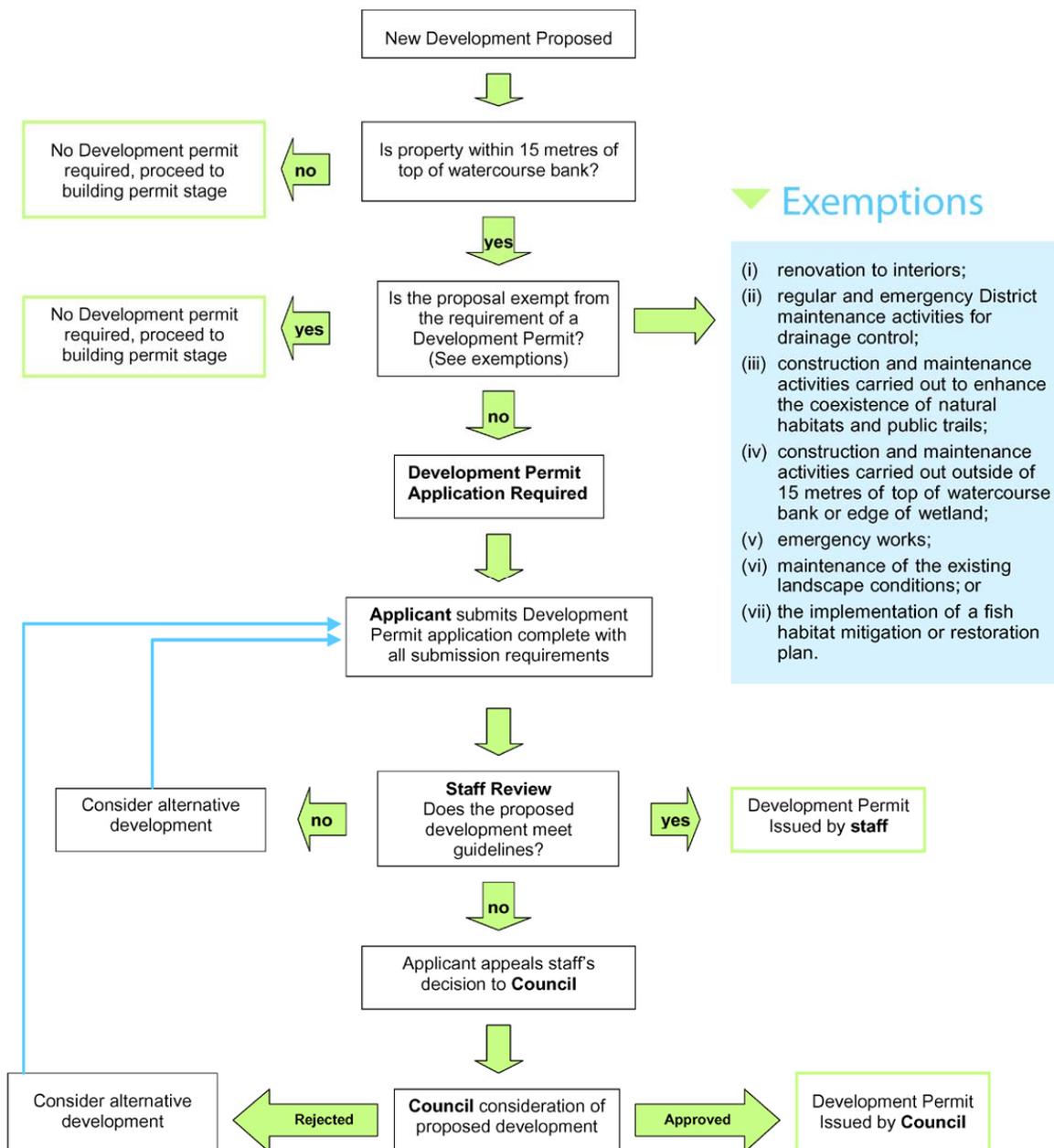
1. Complete application form (available at Planning Department Counter or online)
2. Application fee (\$300 for a proposal that involves only site work or an addition that is less than 10% of the existing house floor area or for watercourse protection in all other cases \$850 plus \$700 if an application involves Zoning Bylaw variances plus \$900 if the application proceeds to Council for consideration).
3. Written authority required for an applicant (who is not the owner) to act on behalf of the registered owner(s) of the subject properties.
4. Four complete sets of fully dimensioned plans and two "reduced" complete, unbound sets, not larger than 11" by 17". The plans must be drawn to scale, preferably 1:200, and include the following information:
 - A. North arrow;
 - B. 1 metre contour intervals; showing the Top of Bank and the 5 meter
 - C. Parcel boundaries and adjacent streets and rights of way;
 - D. Natural features including watercourses and wetlands and top of bank,
 - E. Lines showing 5 and 15 metres from top of bank (streamside protection and enhancement areas);
 - F. All lands with slopes of 20% and separately identifying those over 35%;
 - G. Any existing development including locations and dimensions of existing buildings, driveways, motor vehicle parking areas and landscaping; and
 - H. Trees within 15 metres of the top of the watercourse bank or edge of wetland that will be affected/removed by proposed development.
5. Detail the proposed development including:
 - A. Locations and dimensions of proposed buildings, driveways, motor vehicle parking areas and landscaping;
 - B. Conceptual building elevations; and
 - C. Points of vehicular ingress and egress.
6. Provide an analysis demonstrating that the proposed development is consistent with the applicable Development Permit Guidelines and, where appropriate, identifying mitigation measures that are consistent with the Guidelines including measures that may be specified as Development Permit conditions.
7. Provide any covenants that are registered against the title for the property. If any covenants address watercourse and/or vegetation protection, please discuss this with staff to determine what impact, if any, this may have on your application. You should discuss the implications of any covenants on your proposal in the analysis done under point 6 above.
8. Describe, by plan and text, sediment and erosion control measures that are to be put in place during the site preparation and construction stage of the project.

Watercourse Protection

Environmental Development Permit Process

This chart outlines the Development Permit process. Throughout the process, staff are available to work with applicants to ensure an efficient and timely process. If you have any questions regarding the process or whether you require a Development Permit, please do not hesitate to contact staff.

Once a Development Permit is obtained, you may proceed to Building Permit stage.



Watercourse Protection



Guidelines

If staff determine that your proposal is consistent with the following guidelines, a permit will be issued:

- A. Locate development on portions of the site that are least environmentally sensitive.
- B. For permanent watercourses and wetlands:
 - √ Avoid net loss of riparian habitat within 15 metres of the top of the watercourse bank or edge of the wetland.
 - √ Within 15 metres of the top of the watercourse bank or edge of wetland, locate new buildings, structures and impervious / semi-impervious surfaces at least as far from the watercourse or wetland as any existing development.
 - √ Keep free of new buildings, structures and impervious / semi-impervious surfaces the area within 5 metres of the top of the watercourse bank or edge of the wetland.
 - √ Consider zoning bylaw variances in order to prevent loss of habitat within 15 metres of the top of the watercourse bank or edge of the wetland, including reduced building setbacks.
- √ Where it is not practical to avoid net loss of riparian habitat within 15 metres of the top of the watercourse bank or edge of the wetland, provide compensatory habitat approved by the District of West Vancouver to achieve no net loss of riparian habitat.
- C. Avoid net loss of riparian habitat within 5 metres of the top of the non-permanent watercourse bank.
- D. Enhance, and where feasible, restore watercourses in already developed areas to improve watercourse quality from uplands to inlets.
- E. Implement recommendations approved by the District of West Vancouver, including mitigation measures that are consistent with these guidelines as proposed by the permit applicant or its advisors.

Frequently Asked Questions

What does "no net loss" mean?

"No net loss" is a working principle by which the District strives to balance unavoidable habitat losses with habitat replacement on a project-by-project basis so that further reductions to fisheries resources due to habitat loss or damage may be prevented.

In determining the overall impact on riparian habitat, both the quantity and quality of habitat gains and losses will be considered.

Who will review my application?

Staff will review your complete Development

Permit application. If your application is consistent with the guidelines, staff will issue a permit.

What if I have covenants registered on my title?

You should discuss these with staff as they may impact your proposal. It is likely that these will apply *in addition* to the requirements under the Districts Bylaws.

What if staff do not approve my application?

You may either revise the application or appeal staff's decision to Council.

This brochure is not a legal document. Any contradiction, dispute or difference between this brochure and applicable District bylaws, plans, policies or guidelines will be resolved by reference to the bylaws or other official documents.

You should always refer to the official copies of the Official Community Plan, Development Procedures Bylaw, Zoning Bylaw, Fees and Charges Bylaw and other formal District documents if you are unsure of any procedure or requirements.

For more information call 604-925-7055

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