



Land Use Management  
 1435 Water Street  
 Kelowna, BC V1Y 1J4  
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 kelowna.ca/landuse

# Natural Environment DEVELOPMENT PERMIT WAIVER APPLICATION

FILE NUMBER: DPW \_\_\_\_\_ - \_\_\_\_\_

BUILDING PERMIT NUMBER: BP \_\_\_\_\_

## PROTECTION OF THE NATURAL ENVIRONMENT

Official Community Plan (OCP) Map 7.1(a) shows areas of the City which may contain a natural environment condition for development. A Development Permit is required to ensure the natural environment is considered **before** any work can take place on the property (e.g. soil disturbance, tree removal, construction, etc.). Your project must respect the Development Guidelines in Chapter 7.12 of the OCP.

Before applying for a Development Permit, property owners may complete this waiver application. Staff will determine eligibility based on the information you provide in this application and may deny the waiver and thereby require a full Natural Environment Development Permit. The granting of a waiver does not absolve the applicant from other necessary approvals (e.g. Water Act) **before** proceeding with alteration of land, subdivision or construction.

## CRITERIA FOR WAIVER ELIGIBILITY

The Official Community Plan includes the following conditions whereby a Development Permit may be waived. Please check the condition or conditions which apply to the subject property and merit a Development Permit Waiver:

- Actions by Provincial/City staff or contractors to prevent, control, or reduce flooding, erosion or other immediate threats to life or property;
- Emergency removal of dangerous or hazardous trees or tree limbs;
- Construction of a private trail across a Riparian Management Area to access water;
- Implementation or construction of a fish habitat mitigation or restoration plan;
- Construction/maintenance of public facilities in a designated Riparian Management Zone;
- Renovation/alteration that does not expand the existing building footprint;
- A development where the proposed use is in a location which is beyond the boundary of a Riparian Management Area
- Construction/alteration of a private moorage facility that complies with the Zoning Bylaw;
- Project has been **assessed by a qualified professional** who has provided a report to the satisfaction of the City which concludes that the proposed action would have no significant impact on the environment, or the land is not environmentally sensitive to development.

## APPLICANT & PROPERTY INFORMATION

*Application Primary Contact:*

*Property Information:*

Full Legal Name:	Civic Address:
Corporate Owner: (if applicable)	Legal Address
Mailing Address:	Lot:                      Plan:
	Other permits required:
	<input type="checkbox"/> Hazardous Condition
	Email/ Fax:
Primary Contact No.:	Secondary Contact No.:

**PROJECT INFORMATION**

1. WHAT IS THE NATURE OF YOUR PROJECT (CHECK ALL THAT APPLY)?  
 Alteration of land including tree removal, disturbance of soils, grading, etc.  
 Construction of, addition to, or alteration of a building or structure.  
 Briefly describe your project: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. WHAT IS THE EXISTING CONDITION OF THE SUBJECT PROPERTY?  
 a) Current zoning: \_\_\_\_\_  
 b) Additional notes / comments you feel are important: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

3. WILL YOUR PROJECT REQUIRE RELOCATION OF ANY PUBLIC OR PRIVATE FACILITIES OR INFRASTRUCTURE?  
 (e.g. water mains, sewer mains or other underground services)  
 YES  NO  If yes, what? \_\_\_\_\_

4. IS THERE SURFACE WATER OR A SPECIAL NATURAL FEATURE ON THE SUBJECT PROPERTY?  
 (e.g. stream, lake, pond, wetland, wildlife corridor, etc)  
 YES  NO   
 If yes, describe or name the water/natural feature: \_\_\_\_\_  
 What is the distance (metres) from the water/natural feature: \_\_\_\_\_

5. HAVE OTHER LOCAL, PROVINCIAL OR FEDERAL AGENCIES BEEN NOTIFIED ABOUT THIS PROJECT?  
 YES  NO  Which agencies? \_\_\_\_\_

**SUBMISSION REQUIREMENTS CHECKLIST**

	Items submitted	Office Use
<b>State of Title</b> including copies of all relevant registered easements, right-of-ways, Section 219 Covenant(s) printed within the last 90 days (available at a BC Land Titles Office or refer to Land Title searches in the Yellow Pages).	<input type="checkbox"/>	<input type="checkbox"/>
<b>Owner's Authorization</b> if the applicant is not the registered land owner.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Plan</b> to the appropriate scale (1:200 recommended), in metric units and with a north arrow. Where possible the site plan should be based on a legal survey certificate. Site plan should show existing landscaping, slopes, watercourse(s), relevant natural features, existing buildings and structures, proposed buildings and structures and roads where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Photographs</b> of the site and surrounding context.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Lot Drainage Control Measures</b> - Describe steps that will be undertaken to ensure stormwater, soil and pollutants are properly managed. If a hot tub or pool is proposed, note appropriate wastewater disposal location. Relevant considerations include, but are not limited to: the quality of the water in any well, lake, river, pond, spring, stream, reservoir or other watercourse must not be impaired. This includes pool and hot tub water that has not been completely neutralized.	<input type="checkbox"/>	<input type="checkbox"/>
<b>NOTE: Additional submission materials may be required during application processing.</b>		

**VERIFICATION BY THE APPLICANT**

I hereby certify that the information provided in the Development Permit Waiver is accurate and truthful to the best of my knowledge:

Name: (Print) \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_