

# Bulletin: Amended DP Applications



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*This bulletin is for informational purposes only. Please be sure to consult the relevant City of Kelowna bylaw.*

## Purpose

To inform staff and applicants of the criteria for applying for an Amended Development Permit (Amended DP).

## What is an amended DP?

Amended DPs are administrative applications for minor changes to an approved development permit. These changes could be pre-construction or "as-built" changes. Depending on the type of changes, a new development permit application may be required. This decision is made by a Planner once the changes have been evaluated with the applicant.

An Amended DP application cannot consider any changes that do not adhere to the Zoning or Sign Bylaws.

## What changes are too significant for an amended DP?

An Amended DP application will only be approved if, in the opinion of the Planner, there are no significant changes to the originally approved development permit.

The following examples are situations where changes are beyond the scope of an Amended DP and would require a new DP. Please note that this list is not exhaustive.

- An increase in site coverage
- An increase in gross floor area
- A change that affects an item that was negotiated during the original DP approval
- A change that is prohibited by or is referenced in the DP conditions
- A change that results in a variance to the Zoning Bylaw or Sign Bylaw
- A change that results in an increase to a previously approved variance
- A change that is contrary to approved City policies
- A change that does not meet the direction of other City departments
- A change that results in an encroachment on City property (i.e. boulevards, utilities, road rights-of-way, etc.)
- An increase in dwelling units
- Changes to architectural details and/or external materials which reduce the attractiveness and quality of the building.

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Each proposed amendment is unique and the requirements for an Amended DP versus a new DP application will be determined on a case-by-case basis.

For more information, please contact the Development Planning Department at 250-469-8626 or [planninginfo@kelowna.ca](mailto:planninginfo@kelowna.ca).