DEVELOPMENT PERMIT FLOW CHART

DISCRETIONARY USE PERMIT
Development Officer evaluates

PERMITTED USE PERMIT
Development Officer evaluates

Review Application
- ✓ Map
- ✓ Description of development
- ✓ Referral

Report to MPC
Monthly Permitted Use Permits

Letter to applicant
- ✓ Conditions
- ✓ Appeal period
- ✓ Approval date

Input from
- ✓ Public Works
- ✓ ORRSC
- ✓ Landowners
- ✓ Other sources as required

Advertisement / Appeal Period
- ✓ weekly ads to publicize permitted use applications
- ✓ required appeal period is 21 days before permit becomes valid

MPC Meeting (Discretionary B)
Prepare Application with recommendation
MPC Evaluates Application
- ✓ Approve
- ✓ Approve with conditions
- ✓ Refuse

Appeal
Can be registered by anyone who feels negatively impacted by the application
Non-refundable fee is required.

Permit approval letter (A & B)
- ✓ Approval date
- ✓ Conditions
- ✓ Building permit
- ✓ Any other relevant information

Subdivision and Development Appeal Board? Land and Property Right Tribunal

Building Permit Process

Special Requirements
(if necessary)
- ✓ Development Agreement
- ✓ Road Approach Agreement
- ✓ Any other special conditions

Decision of SDAB or LPRT is Final
- ✓ Uphold original approval
- ✓ Modify approval
- ✓ Overturn approval (no permit)

Development Officer

Development Officer

Other