

About Development Variance Permits

When a development project cannot meet the District's regulations, a variance may be necessary. Variances are generally considered when site characteristic or other unique circumstances do not permit full compliance with certain requirements set out in specific bylaws.

You may apply to vary zoning, subdivision, floodplain, or sign bylaws, but you cannot apply to vary land use or density.

For example, when a proposed building does not meet the setback, site coverage, height, or other standards under zoning by-laws, a variance may be considered.



Prior to Application

Contact a Planner

Before submitting your proposal, contact a planner to arrange for a pre-application meeting.

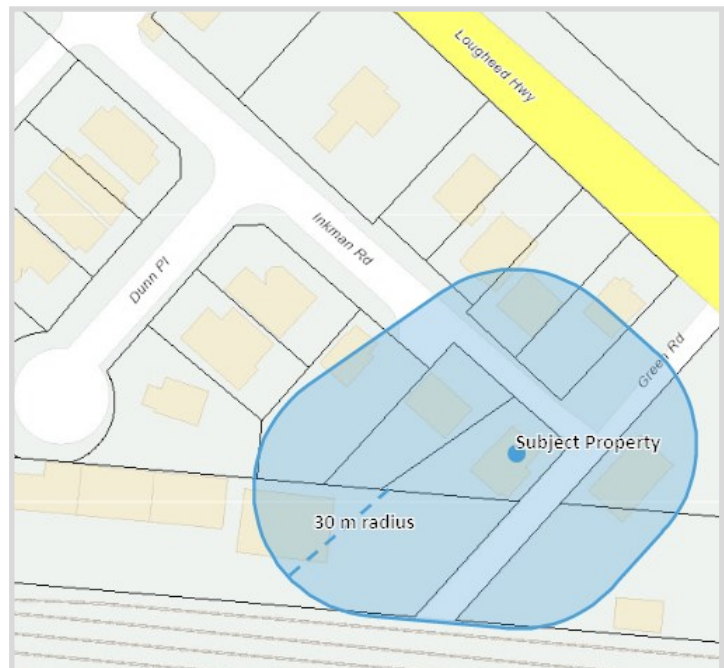


E: planning@kentbc.ca

P: (604) 796-2235

Talk with your Neighbours

Property owners/occupants within a 30 m radius of your development will be notified during the application process. Talking with your neighbours who may be affected by the proposed variance is encouraged before starting your application. This will help you to address any concerns and/or modify your application before too much time and/or money is spent.



DVP Application Process

1 Pre-application meeting

Before submitting your proposal, a pre-application meeting should be arranged with a Planner to determine the supporting documents needed. The details you provide at this meeting will help us guide you towards a complete application package, speeding up the application process.

See the application checklist for typical documents required.

2 Submission of Application

Submit your complete application package along with the application fee. Application forms are available at www.kentbc.ca or by request from Development Services. For current application fees, please refer to *Fees and Charges Bylaw No. 1717, 2023*

3 Staff Review and Report

Once your application is received by Development Services, it will be reviewed for completeness and circulated to other departments and external agencies as required. The Planner may request further information or clarification from you throughout the process. The timing of the review will depend on how quickly the necessary information is submitted. Following the application review, a staff report to Council is prepared.

Note: All DVP application for properties within the Agricultural Land Reserve are referred to the Kent Agricultural Advisory Committee to provide a recommendation to Council.

4 Public Notification and Council Decision

The staff report with details of your variance is presented to Council at a regular meeting. The owners and occupants of all properties located within 30 metres of the property are notified by letter at least 10 days before the Council meeting. This letter gives details of the application and opportunities for neighbouring property owners to provide comments for Council's consideration at the meeting. Council's decisions are usually announced at the meeting.

5 Permit Issuance

If approved, your permit will be issued and Development Services will file the permit with the Land Title Office. The title of the property will then carry a notice stating that a Development Variance Permit applies to your property. You will receive a copy of the registered permit and a copy will be retained at the District Hall which will be referred to when you apply for your Building or Sign Permit.

Questions about your application?

Contact Us.

Development Services

District Hall

PO Box 70

7170 Cheam Avenue

Agassiz, BC V0M 1A0

planning@kentbc.ca or 604-796-2235

Timing

The time required to review and obtain a decision on a Development Variance Permit application depends on several factors including:

- Completeness of application
- Variance requested
- Complexity of development project
- If rezoning and/or subdivision application is also required
- Time required to revise plans to address the identified issues
- Timing of Council meetings



On average, a Variance Permit application takes 1.5 to 2 months to process once an application has been submitted.

Building Permit



Following the approval of a Development Variance Permit, the Building Permit application must conform with the Development Variance Permit plans. Any request for a change to the approved plans may require submission of an application to amend the Development Variance Permit.

Legal Costs

Restrictive covenants or other legal agreements and documents may be required. It is the applicant's responsibility to have these documents prepared for the District's review.

