

***Proposed Amendments To  
Bylaw No. 4545 [Development Approval Information Bylaw]***

**PART 3**

**PROCEDURES AND POLICIES**

- 3.1 A *Planner* may review a *Development Application* alongside the visions, goals, objectives and policies of the Official Community Plan to determine if development approval information is required.
- 3.2 Factors assessed by a *Planner* to determine whether development approval information is required may include:
  - 3.2.1 The scale and type of the proposed activity or development;
  - 3.2.2 The location of the proposed activity or development relative to surrounding properties, communities and other local governments; or
  - 3.2.3 The anticipated impact of the proposed activity or development on surrounding areas and land uses.
- 3.3 In the case of a temporary use permit, a *Planner* may also request:
  - 3.3.1 A professional landscape restoration plan prepared by a registered BC Landscape Architect documenting the proposed temporary landscape changes as well as a restoration plan that will be executed following expiry or early termination/revocation of the temporary use permit.
  - 3.3.2 A parking plan.
  - 3.3.3 A public safety plan that shall include a traffic planning and management strategy, and details for on-site first aid stations and first-responders.
  - 3.3.4 A monitoring report schedule to be included as a condition of temporary use permit issuance. The purpose of such a report is to identify significant issues and challenges observed before, during, and after the event. The report should also suggest ways to improve for future festivals. Monitoring reports shall be provided to the CVRD within 30 days of the end of the event.
- 3.4 A *Planner* may notify an *Applicant* in writing of any required development approval information, by providing *Terms of Reference* prepared in accordance with Part 4 of this bylaw.