How our city is built
A Summary of the Planning and Development process

City-wide Policies and Bylaws
- Include the Official Community Plan, Zoning Bylaw, Master Plans, etc...
- Sets long-term direction and is essential for managing future growth and development.
- Comprehensive policy framework that guides physical, environmental, economic, social and cultural development.

Secondary and Concept Plans
- Provide primary policy direction for land use, urban design and infrastructure for a specific geographical area of the city.

Zoning
- Includes finding appropriate unused land, or changing the land use of existing property to allow for building on the site in accordance with specific zones defined through the Zoning Bylaw.

Subdivision of land/Servicing Agreements
- Allows for the creation of new land titles, roads and easements consistent with the regulations and policies that guide development.
- Servicing Agreements outline developer responsibilities and fees.

Development Application/Building Permit
- Required for new construction, demolition, alteration, addition, change in use/occupancy or repair to a building.
- Reviewed for compliance with Building Standards, including the National Building Code, applicable legislation and City Bylaws.
- Work begins once a permit is issued by the City.

Occupancy
- An Occupancy Permit is required for new buildings.

Inspections
- Required for new homes, additions, secondary suites, garages, decks, demolitions and more.
- Owners are responsible for booking inspections as required.
- Number of inspections may vary depending on project type.

City Council and/or Provincial approval
City Administration approval

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