

# Delburne in Detail

October 2019



## Development Permits

All development undertaken in the municipality requires an approved development permit prior to commencement. This process ensures that all development is achieved in an orderly manner.

*Your development project must comply with the Village of Delburne's Land Use Bylaw No. 1108/2014.*

To view the Bylaw, visit the Village Office or view online at [www.delburne.ca/about-delburne/bylaws-documents/building-renovations](http://www.delburne.ca/about-delburne/bylaws-documents/building-renovations)

**A Development Permit is required if the building is over 102.3 sq ft in floor area and 8.2 ft in height.**

Section 2.2, Subsection (10) of the Village of Delburne's Land Use Bylaw No. 1108/2014

### What is needed with your Development Application?

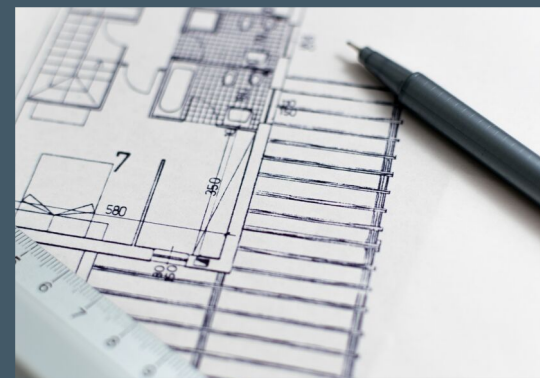
- Development Application Fee (see Fees & Charges Bylaw)
- A scaled site plan
- A copy of the Certificate of Title to the land and, if the applicant is not the owner, a statement of the applicant's interest in the land together with the written consent of the owner to the application.
- If required, a copy of the building plans.

### What is the Development Application Approval Process?

- "A development authority must, within 20 days after the receipt of an application for a development permit, determine whether the application is complete."  
Section 683.1, Subsection (1), Municipal Government Act
- Once the application is deemed complete, "the development authority must make a decision on the application for a development permit within 40 days after the receipt by the applicant of an acknowledgement."  
Section 684, Subsection (1), Municipal Government Act
- When the application is approved, the development permit does **NOT** become effective until after 21 days as this leaves time for an appeal process.
- If the application is a **discretionary use**, then it must go in front of the Municipal Planning Commission with a meeting fee at the cost of the applicant.

### Do you need a Building Permit?

If your development project involves construction then a building permit along with the supporting documents are required after filing the development permit application.



**Stay tuned for more information about Development & Building Permits!**

To download Development & Building Permit Applications and the required attachments, please visit:

[www.delburne.ca/about-delburne/bylaws-documents/building-renovations](http://www.delburne.ca/about-delburne/bylaws-documents/building-renovations)

If you have any questions about this information, contact the Village of Delburne Office:



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