

A GUIDE TO DEVELOPING IN



REZONE

Any person being the owner of and or having the written permission of the owner may apply to amend the City Zoning Bylaw (rezone a property or change a zoning regulation).

Zoning Bylaw No. 87-65 governs the use of land within the City of Penticton. Copies can be purchased at City Hall.

Zoning Bylaw Amendments are approved by City Council and require a Public Hearing. The approval of the Provincial Ministry of Transportation and Highways also may be required. Applications are processed by the City Development Services Department, with the involvement of other City Departments, Provincial Ministries and outside agencies, as necessary.



All zoning amendments, enacted after the adoption of a City Official Community (O.C.P.) Plan, must be consistent with that plan.

APPLICATION FEE	\$750
If Official Community Plan (O.C.P.) Amendment required	\$850

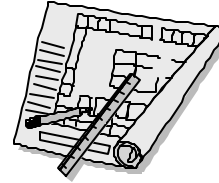
PROCEDURE FOR ZONING Bylaw Amendments

Application forms are available at the Development Services Department, second floor of City Hall

1

Submit application to the Development Services office; second floor of City Hall, including:

- Current Certificate of Title
- Proposed site plan showing all buildings and parking layout
- Application fee of \$750 or \$850 (if OCP amendment required)
- Provincial Waste Management Act Site Profile



2

City Council suggests applicants consult neighbouring property owners/tenants prior to a public hearing or permit issuance and resubmit drawings if necessary.

3

The application receives a Technical Review by City staff who considers:

- *road widening
- *Bylaw compliance
- *site contamination
- *utility servicing
- *building design
- *OCP Designation
- *flood plain
- *access
- *soil stability

4

A report is prepared by the City Planner for submission to City Council.



5

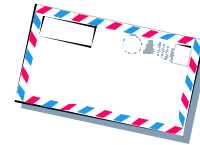
The application report is received by City Council and, if the proposal has merit, a Bylaw is prepared and given first reading or the application is denied. Reasons for denial are provided in writing.

6

The applicant must post a sign advertising the proposed rezoning on the property as directed by City staff at least 10 days before the Public Hearing.

7

Notices are sent to property owners and occupants within 45m of the proposed development. Two notices are published in the newspaper and concerned citizens can speak to the application or forward written comments.



8

A Public Hearing is held and the bylaw may receive 2nd and 3rd readings.

9

If the subject property is within 800m of Highway 97, the application is sent to the Provincial Ministry of Transportation and Highways for their approval.



10

City Council either adopts or abandons the rezoning bylaw. Reasons for denial are provided in writing.

The applicant can now proceed with a City Development Permit or City Building Permit application.

Flow Chart

ESTIMATED TIME
(Accumulated)

1-2 weeks

Application submitted to City Planning Division
Applicant consults neighbourhood as to design.

Technical review by City staff
Comments given to applicant's designer

Drawings resubmitted by applicant if changes required

2-3 weeks

Drawings reviewed by City staff

City Council report prepared by the City Planner

3-4 weeks

Considered at City Council Meeting

Bylaw prepared and given first reading

Application denied
(Reasons provided)

4-5 weeks

Sign posted by applicant, then City advertises rezoning in newspaper and sends notices to neighbours

5-6 weeks

Considered at City Council Meeting
Public Hearing is held

Rezoning bylaw read a 2nd and 3rd time by
City Council

Bylaw Abandoned
(Reasons provided)

6-7 weeks

Rezoning bylaw sent to Provincial Ministry of Highways for
Approval (where applicable)

City Council Meeting
Rezoning bylaw adopted

If denied, another application for the same rezoning may not be submitted for six months unless agreed to by a two-thirds majority of all City Councillors.

For additional information please
contact:

CITY OF PENTICTON
PLANNING DIVISION
DEVELOPMENT SERVICES DEPARTMENT
171 Main Street
Penticton, B.C., V2A 5A9
Telephone: 490-2501
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E-mail: planasst@city.penticton.bc.ca

NOTE: This pamphlet is prepared for information purposes only and the City of Penticton disclaims any liability arising from reliance on information contained in this guide. This pamphlet is not a procedures manual pursuant to Section 954 of the Provincial Municipal Act.