

This Development Permit Guideline Checklist must be completed and submitted as part of a complete Development Permit application. The checklist helps applicants demonstrate how their proposal addresses the applicable Development Permit Area guidelines and assists staff in reviewing the application.

For each guideline, applicants must provide a written explanation describing how the proposal meets the guideline or, where applicable, why it does not. Statements such as “see plans,” “refer to drawings,” or similar references are not sufficient and will not be accepted in place of a written response. Supporting plans and reports may be provided but are intended to supplement, not replace, the explanations provided in this checklist.

Streamside Environmental DPA Guideline	Applicant comments	City Staff review
1. For any works that alter a stream or its surrounding area and are regulated under the Water Sustainability Act, provincial approval must be obtained before following these guidelines and before the City will approve a Streamside DPA application.		
2. For any development within 50 metres of a stream or within 30 metres of an identified ditch not within a City right-of-way, a site visit shall be completed by a QEP to determine if the proposed development falls within a riparian assessment area as defined in the Riparian Areas Protection Regulation.		
3. If the proposed development is not within a riparian assessment area, the QEP shall prepare a letter certifying that further QEP assessment is not required for compliance with the Riparian Areas Protection Act and Regulation.		
4. If development falls within a riparian assessment area, an assessment report shall be completed in accordance with the Regulation and submitted to the Province. Upon		

provincial approval, the applicant shall submit a copy to the report to the City along with a development permit application. All development shall take place in accordance with the assessment report.		
5. To protect aquatic habitat and water quality, the City may consider proposals that either dedicate the stream and its Streamside Protection and Enhancement Area (SPEA) to the City or to a conservation-focused non-governmental organization, or that register a covenant on the title of adjacent lands. If a covenant is proposed, it should be registered before any development, including subdivision. The covenant is intended to protect the stream and SPEA by ensuring the area remains natural, vegetated, and free from development or encroachment. Covenants should be registered in favour of the City of Campbell River, other public agencies such as the Province, or conservation-oriented non-governmental organizations such as private land trusts. Where applicable, the natural watercourse may be dedicated in accordance with Section 491 of the Local Government Act.		
6. All new buildings shall be setback a minimum of 2 metres from the SPEA to provide for useable yard space outside the SPEA.		
7. Where a net benefit for fish-habitat can be demonstrated, the City may consider proposals to enhance fish-habitat, including in-stream works or the creation of wetland areas, as part of alternative design options for development projects. Approval for these projects shall be subject to		

approval from applicable provincial and federal government agencies.		
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