

News Release

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New Development Handbook helps residents navigate development permitting process

Duncan, BC – The release of a user-friendly reference guide for development applications will allow residents of the Cowichan Valley Regional District to easily understand what to expect as they move through the application process.

The CVRD's Development Handbook is a highly visual guide to development within the regional district, designed to explain complex topics related to community planning and land use services in a simplified way. The Handbook clearly defines the differences between types of development permit applications, how to complete an application, and the approval process for each application type.

"We understand the confusion and frustration that residents can encounter when they begin the complex permitting process, and believe this Development Handbook can help alleviate those feelings at the outset," said Ross Blackwell, General Manager of Land Use Services for the Cowichan Valley Regional District. "It's essentially a one-stop guide that provides the public with all the information they need to prepare a complete application."

A common current issue is the submission of applications that lack necessary supporting documentation, such as a geotechnical engineering report or a traffic study from a qualified professional when required. To address this, the Development Handbook lists the qualified professionals required to draft supporting documentation, as well as contacts for other agencies involved in the development permit process. The 50-page Handbook also defines commonly used terms within development and land use services, and includes checklists and timelines that will improve applicant efficiency when building an application.

The CVRD Development Handbook is available [online](#) and at the front counter of the CVRD's Ingram Street offices, and is applicable to all development within its nine unincorporated Electoral Areas.

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