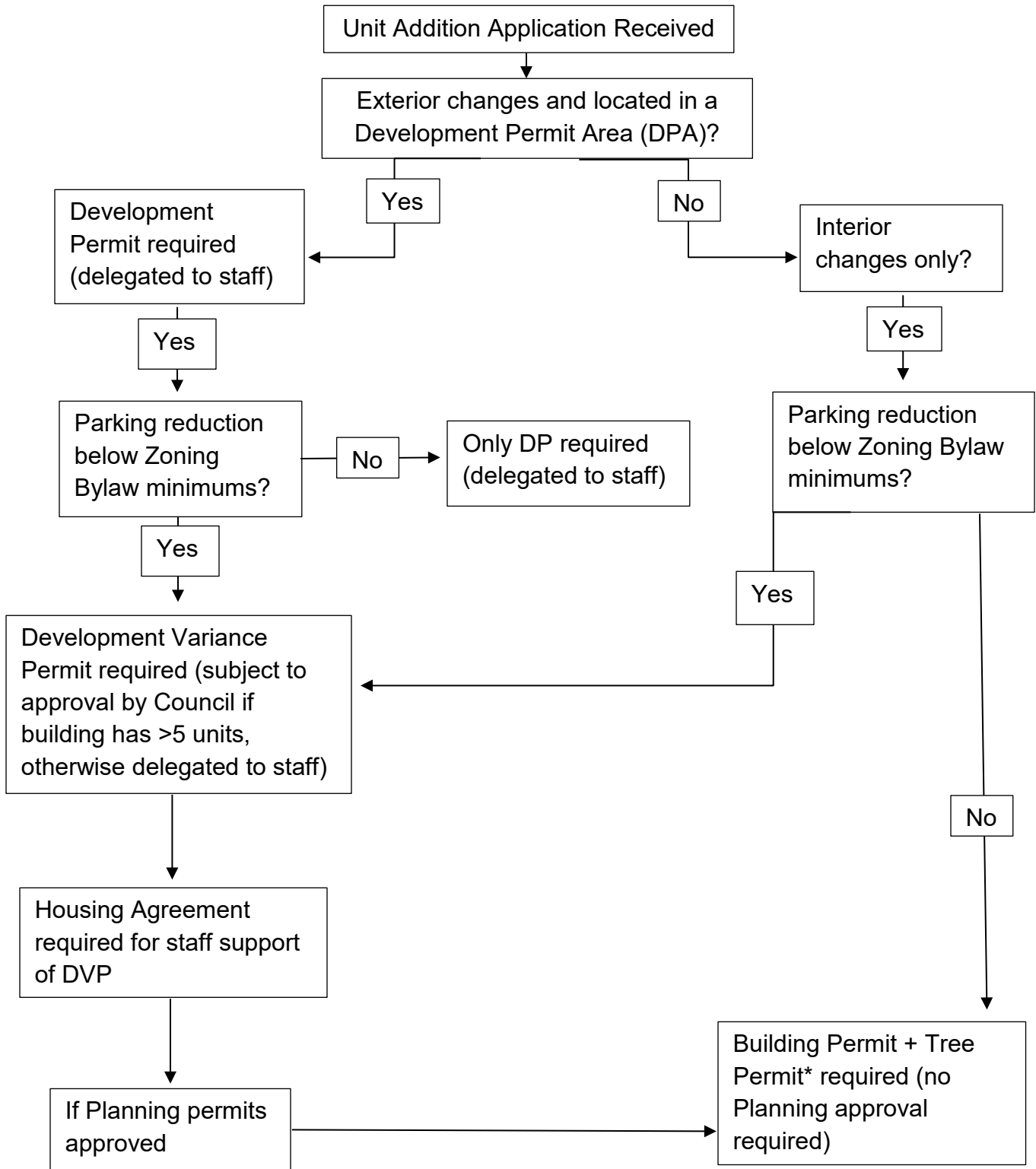Corporation of the City of
NEW WESTMINSTER

Attachment #3

Development Review Process Flow Chart for Unit Addition Applications

DEVELOPMENT REVIEW PROCESS FOR UNIT ADDITION APPLICATIONS

```
                    ┌──────────────────────────────────┐
                    │ Unit Addition Application Received │
                    └──────────────────────────────────┘
                                    │
                    ┌──────────────────────────────────┐
                    │ Exterior changes and located in a  │
                    │ Development Permit Area (DPA)?      │
                    └──────────────────────────────────┘
                       Yes                        No
```

- Unit Addition Application Received
- Exterior changes and located in a Development Permit Area (DPA)?
  - **Yes** → Development Permit required (delegated to staff)
    - **Yes** → Parking reduction below Zoning Bylaw minimums?
      - **No** → Only DP required (delegated to staff)
      - **Yes** → Development Variance Permit required (subject to approval by Council if building has >5 units, otherwise delegated to staff)
        → Housing Agreement required for staff support of DVP
        → If Planning permits approved → Building Permit + Tree Permit* required (no Planning approval required)
  - **No** → Interior changes only?
    - **Yes** → Parking reduction below Zoning Bylaw minimums?
      - **Yes** → Development Variance Permit required (subject to approval by Council if building has >5 units, otherwise delegated to staff)
      - **No** → Building Permit + Tree Permit* required (no Planning approval required)

*Tree Permits applications are required for all development applications, whether they require a DP, DVP, or only a Building Permit.