

**What is a Development Variance Permit (DVP)?**

A DVP allows for specific changes to municipal regulations such as a zoning bylaw, servicing requirements, signage regulations, etc.

**When is a DVP required?**

A DVP is required when a bylaw cannot be met due to site challenges or design preference. For example, if a house must be constructed within the side yard setback due to a slope on the other side of the property, then a DVP application is required to reduce the side yard setback.

A DVP cannot change the density of development (Example: Change the number of units or floor area ratio permitted) or permitted uses (Example: Allow a new permitted use that is not already allowed by existing zoning).

The DVP application package outlining the documents and drawings that must be submitted as part of the application can be found at [www.lytton.ca](http://www.lytton.ca). The 2023 application fee can be found in the Fees and Charges Bylaw – Schedule F on the website. The application package containing all required documents may be submitted by email to [planning@lytton.ca](mailto:planning@lytton.ca). Application fees can be submitted to the Village of Lytton. Processing time for an application is generally 3-6 months (from submission until final decision from Staff and/or Council).

Applicants are encouraged to take the time to discuss the proposed variance with the Planning and Development Team prior to applying. Please send inquiries to [planning@lytton.ca](mailto:planning@lytton.ca). Applicants are also encouraged to consider the potential impact of the proposed variance on the community, talk to neighbours, and are urged to explore alternative design options that eliminate the need for a variance. DVP process shown below:

