

7. A Rural Land Use Bylaw Amendment may need to be approved by the Ministry of Community, Sport and Cultural Development.
8. If the subject parcel is within 800m (0.5 mile) of a controlled access highway, the amending bylaw must be approved by the Ministry of Transportation and Infrastructure.
9. Should approval be received, the Regional Board may adopt the bylaw.

An adopted bylaw is then signed and dated. A copy of the bylaw will be sent to the applicant and the amended designation will go into effect immediately.

10. An application which was made to allow subdivision still requires approval from the Ministry of Transportation and Infrastructure, the subdivision approving authority in the Regional District.



### Estimated Time Frame

The amendment application process will take a minimum of six months. Making an application does not guarantee approval. The Board makes their decision based on input from staff, technical agencies, and the public.

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### Fee

Basic Fee \$900



**REGIONAL DISTRICT  
of Fraser-Fort George**

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**REGIONAL DISTRICT  
of Fraser-Fort George**  
  
**Development Services**  
 Planning

Rural Land Use  
Bylaw  
Amendment

An amendment to a **Rural Land Use Bylaw** is necessary when circumstances are such that a proposed land use or proposed subdivision does not fit the existing requirements of Regional District Bylaws. If the subject property is within the Agricultural Land Reserve, other approvals may be required first.



### Requirements for a Rural Land Use Bylaw Amendment

1. A **completed** application form signed by all registered property owners, Contaminated Sites Regulation Questionnaire and an application fee. If the application is not signed by the owner, a letter from the owner authorizing someone to act on their behalf is required
2. Proof of ownership document (i.e. Tax Notice, Certificate of Title, etc).
3. For changes to the permitted land uses, include a diagram which shows the following:
  - Location of proposed development with dimensions and setbacks.
  - Sitting of existing dwelling, sheds, garages, other outbuildings and physical features of the property.

To amend a designation to allow subdivision, include the proposed subdivision layout including approximate dimensions of proposed lots, roads, utilities, and physical features of the property.

Photographs of the property are also helpful, but not required.



### Review Process

1. A draft report is prepared by Development Services, including information regarding the subject parcel supplied by the applicant. Diagrams showing parcel location and the proposal are added.
2. The draft report is sent to various Government and Technical Agencies (such as Ministry of Transportation and Infrastructure, Ministry of Agriculture, etc.) for comment.
3. An updated report is taken to the Regional Board including the comments received from all agencies. Applicants receive a copy of the staff report for their information.
4. Depending upon the complexity of the proposal, the matter may go before the Board once or twice before a draft bylaw is authorized and receives first reading and authorization is given to hold a public hearing.

5. The public hearing is the next stage in the process.

a) A notice stating the intent of the bylaw and the time and place of the hearing is delivered to landowners within a minimum of 200m (600 ft) of the subject property.

b) A similar notice is also published in two consecutive issues of the local newspaper.

c) All those who believe they have an interest in the application can express their comments by either submitting a letter or addressing the hearing in person. Any material received will become public information.

d) The applicant is responsible for erecting a sign on the parcel a minimum of 14 days before the start of the public hearing.

6. Unless the public hearing is held at a Regional Board Meeting, another report is written to the Regional Board including the minutes of the public hearing and any letters received.

With this information, and the details of the application, the Regional Board makes a decision regarding the application.

