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**DEVELOPMENT PERMIT - CHECK LIST FOR FORM AND CHARACTER DEVELOPMENT PERMIT**

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**All of the information listed below must be included in Development Permit application for a Form and Character Development Permit. This information is in addition to the general requirements for all development permits.**

**Staff will not begin processing your application until all required information has been provided and the application complete.**

- A detailed plan including:
  - A summary of how the development complies with regulations in the Zoning Bylaw,
  - The footprint of the building and any impermeable areas, all building setbacks adjacent to lot lines, identification of parking spaces, and any other matters deemed significant by Council,
  - Elevation drawings for all sides of buildings and structures,
  - A description of all materials and colours to be used on the exterior of the buildings, and
  - Identification of how parking and storage areas shall be screened or covered by either informal landscaping or fencing.