

Guide

Standardized District Change – Application Submission Requirements

Updated June 12, 2026

Intent

This guide outlines the submission requirements and process for rezoning to a standardized district schedule. It includes only the zoning district below (excludes CD-1 rezoning):

District Schedules	Rezoning Policy
RR-1, RR-2A, RR-2B, RR-3A, RR-3B, RR-3C	Secured Rental Policy Transit Oriented Areas Rezoning Policy
RM-8A	Cambie Corridor Plan
R3-1	Rupert and Renfrew Station Area Plan
R3-2, R3-3, R4-1, R5-2, R5-3, R5-4	Broadway Plan
I-1C	Mount Pleasant Industrial

Before Applying

Refer to the steps on the City's website under [apply for a zoning district change](#) for a detailed summary of the rezoning application process. An early review of the following items is recommended. Please review the Submission Guide (Appendix A) in advance, as some items require early preparation.

1 Finalize your intended site assembly and zone

Once an application is received and staff review has started, it will not be possible to amend the application. To alter your project, a formal letter of withdrawal and submission of a new application will be required.

For applications under the Secured Rental Policy and Broadway Plan, there may be more than one zoning option applicable to the site. Review the policy carefully to ensure the appropriate zoning district is selected when the application is submitted.

If you are applying to rezone to R4-1, R5-2, R5-3 or R5-4 district in the Broadway Plan area, review the applicable tower limit policies contained in [Chapter 7 of the Broadway Plan](#). If tower limit policies impact your site, contact broadwayplan@vancouver.ca to confirm tower availability on your block. Please note that, where applicable, tower limit allocations are administered based on submission of a full and complete rezoning application.

2 Engage with your tenants

Tenants should be notified as soon as you are considering a rezoning application. Housing Planners can help you with communications for tenants at early stages. The purpose of these communications is to inform tenants about the intent to redevelop and to provide information on the process and timelines. Note that Notices to End Tenancies are not to be issued at this stage.

- Contact trp@vancouver.ca for further advice on tenant relocation and protection.
- Refer to [Renter relocation resources for owners and developers](#) and [Tenant Relocation and Protection Policy – Process and Requirements](#).
- [Tenant Relocation and Protection Policy Best Practices Guide](#)

3 Sewer upgrades

Off-site sewer capacity upgrades are not anticipated for residential developments under 7 FSR. On-site specific sewer requirements, including easement, service connections and abandonment plans still apply.

To estimate potential upgrades and costing prior to applying, hire a Civil Engineer to complete an analysis of the sewer system. Contact utilities.servicing@vancouver.ca for general advice on utilities.

4 Determine Development Cost Levy waiver eligibility

Developments where 100% of the residential floor area is secured rental housing and that meet the requirements of the Development Cost Levy by-laws are eligible for a waiver or reduction of the City-wide DCL and any applicable Area-specific DCLs for the rental portion of the development. Rental tenure must be secured through a Housing Agreement, and maximum unit sizes and starting rents requirements apply. DCL waiver requests for projects undergoing rezoning are made at the rezoning application stage.

Refer to the [Development Cost Levies Information Bulletin](#) and [Rental Incentive Programs Bulletin](#).

Application Terms and Conditions

The following terms and conditions apply to all rezoning applications submitted to the City and are incorporated by reference into the application form.

By submitting an application to the City of Vancouver (the “City”), including any content, documents, images, audio, video, data, drawings, specifications, text, or other materials (collectively, “Materials”), the applicant named on the application form (the “Applicant”) acknowledges and agrees to the terms and conditions set out below:

1 Disclosure of Materials

- a. The City may publish or otherwise disclose the Materials in connection with the application process, open records and public consultation requirements, Council or committee materials, other related municipal purposes, and in accordance with the Freedom of Information and Protection of Privacy Act (British Columbia) (“FOIPPA”).
- b. The City will take reasonable steps not to publish Materials that are marked as “CONFIDENTIAL” (subject to FOIPPA) or that contain non-public financial information or personal information of any individual (as defined under FOIPPA). Such information will be handled in accordance with FOIPPA and may be disclosed where required or permitted under FOIPPA.
- c. Any publication or disclosure of the Materials by the City does not constitute endorsement.

2 Applicant Representations and Warranties

The Applicant represents and warrants that:

- a. The Applicant owns the Materials or has obtained all necessary rights to submit the Materials and to authorize the City’s use and disclosure as set out herein;
- b. The Materials do not infringe any copyright, moral rights, trade-marks, or other intellectual property rights, and do not violate any privacy, confidentiality, or other rights of any person; and
- c. All required consents have been obtained from any individuals depicted or identifiable in the Materials.

3 Grant of Licence

The Applicant grants to the City a non-exclusive, perpetual, irrevocable, royalty-free and transferable licence to use, reproduce, publish, display, transmit and distribute the Materials, in any media or format, for all of the purposes described in Section 1(a) above.

For greater certainty, the licence granted under this section is in addition to, and does not limit, any rights of disclosure the City may have under FOIPPA or other applicable law.

4 Indemnity

The Applicant agrees to indemnify, defend and hold harmless the City and its elected officials, officers, employees and agents from and against all claims, demands, actions, damages, losses, liabilities, costs and expenses (including reasonable legal fees) arising out of or relating to any breach of the representations and warranties set out above, or any allegation that the Materials, or the City’s authorized use or disclosure of the Materials, infringe or violate any intellectual property, privacy, confidentiality, or other rights.

5 No Compensation; No Duty to Monitor

The City is not required to provide any compensation for use of the Materials and assumes no obligation to monitor, verify, or confirm the Applicant’s rights in the Materials.

Nothing in these terms and conditions limits or affects the Applicant’s obligations under applicable privacy legislation or under any agreement with the City relating to the collection, use, disclosure, protection, storage, or handling of personal information.

Submission Requirements

Contact rezoning@vancouver.ca for further clarification or questions about submission requirements. Note that staff may request additional information prior to or during the application review process.

Please name all document files using the following format, starting with the full address:

Address - Rezoning Application - Item Name

● Required ○ If applicable -- Not required

Item	RR-1 RR-2A RR-2B RR-3A RR-3B RR-3C	RM-8A	R3-1 R3-2 R3-3 R4-1 R5-2 R5-3 R5-4	I-1C	Description
Application Form	●	●	●	●	See: Standardized District Rezoning Application Form
Application Fee	●	●	●	●	Application fee is based on site area. A payment notice will be issued after reviewing application submission package and confirming completeness. Refer to: <ul style="list-style-type: none"> • Schedule 2 of the Z&D Fee By-Law - Change Zoning District (Except to CD-1)
Sign By-law Amendment Application Fee	○	--	○	○	Required for proposals that include commercial or industrial uses. Applies to sites that have no prior commercial or industrial uses. The Rezoning Planner will verify prior uses on the site. A payment notice will be issued along with rezoning application fee. Refer to: <ul style="list-style-type: none"> • Schedule 1 of the Sign Fee By-law, section 1.5.
Title search	●	●	●	●	Copy of current title search, from the Land Title Office, for each parcel in the proposal.
Charge summary	●	●	●	●	Written summary by a solicitor on company letterhead: <ul style="list-style-type: none"> • describing each charge on title (except financial charges) and • advising whether they are affected by the proposal. Copies of each registered charge document must be included. Not be confused with a <i>Charge Search</i> . Note: If the title search has no charges, liens or interests, a letter from a solicitor is required to confirm.
BC company summary	○	○	○	○	Corporate search for registered owner confirming legal name of owner. Refer to: <ul style="list-style-type: none"> • BC Registries and Online Services website • Example of a search result
Rezoning Consent Letter(s)	○	○	○	○	Proof that all owners are aware and support the application to rezone their property. Resubmission of this form is required if ownership changes during the rezoning process. See Appendix A for a sample consent letter.

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Community-Serving Spaces Form	●	--	●	●	Submit a completed Community-Serving Spaces Information Form. If provided at the rezoning enquiry stage, the same can be submitted for the rezoning application. Refer to Community-Serving Spaces Bulletin
Site Disclosure Statement	●	●	●	●	Even if disclosing no prior Schedule 2 uses on site, please include the completed form. Refer to external websites: <ul style="list-style-type: none"> • BC Ministry of Environmental Protection & Sustainability • Environmental Management Act Schedule 2 activities
Phase 1 Environmental Site Assessment	○	○	○	○	Required for sites with prior Schedule 2 activities on site per the Site Disclosure Statement A report prepared by a certified consultant that reviews the site's risk of environmental contamination and recommends whether further investigation is recommended.
Development Water Demands	●	●	-- ¹	●	Domestic water demand calculations, including Average Day Demand, Maximum Day Demand, and Peak Hour Demand, as well as detailed fire flow demand calculations in accordance with the Fire Underwriters Survey (FUS) document, "Water Supply for Public Fire Protection", sealed by a qualified Professional Engineer. Contact utilities.servicing@vancouver.ca for information. ¹ Required at Development Permit Application submission.
Renter Screening Form	●	●	●	--	Required for sites containing existing residential uses (occupied or unoccupied units) Complete and submit the renter screening form for sites containing existing residential uses. Staff may request a Tenant Relocation Plan if any residential tenant is identified on site during the application process. Refer to: <ul style="list-style-type: none"> • Renter Screening Form (.xlsx download) • Tenant Relocation and Protection Policy
Tenant Relocation Plan	○	○	○	--	Staff may request a Tenant Relocation Plan if any residential tenants are identified on site during the rezoning review process. Refer to: <ul style="list-style-type: none"> • Tenant Relocation and Protection Policy – Process and Requirements Bulletin • Renter relocation resources for owners and developers

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Green Buildings Policy for Rezoning Commitment Letter	○ ¹	--	--	●	<p>As outlined in the Green Buildings Policy for Rezoning – Process and Requirements bulletin, a Letter of Commitment to:</p> <ul style="list-style-type: none"> • Submit at the Building Permit Application stage: <ul style="list-style-type: none"> - Energy & Emissions Design Report (also known as the ZEBP Rezoning Energy Checklist (Sec 1.1) - Embodied Carbon Design Report (Sec 1.2) - Resilient Buildings Planning (Sec 1.3); • And to: <ul style="list-style-type: none"> - complete an Enhanced Commissioning process (Sec 2) throughout the design, construction and occupancy stages of the development; and - incorporate Energy System Sub-metering (Sec 3). <p><i>Note:</i> This letter should be prepared on the owner/applicant letterhead with a signature and date included. The appropriate sections of the bulletin should be cited for each commitment.</p> <p><i>Note:</i> Near-zero emissions buildings may be eligible for a 5% increase in floor space. Refer to Zero Emissions Buildings or contact green.buildings@vancouver.ca for more information.</p> <p>Refer to Zero Emission Buildings webpage</p> <p>¹ Not required for projects in RR-1.</p>
Preliminary hydrogeological (groundwater) study	○ ¹	--	○ ¹	○ ¹	<p>¹ Required for developments with below-ground structure located partly or wholly within any areas of concern for groundwater (see map link below), and for all Sustainable Large Developments.</p> <p>Refer to:</p> <ul style="list-style-type: none"> • Groundwater Management Bulletin. • Groundwater Areas of Concern (Map)
Survey Plan	--	--	--	●	<p>Topographic survey plan signed and sealed by a BCLS, showing the location, dimensions and area of the site, including topography and location of existing buildings, plus public realm elements for adjacent frontages (trees, curb, street lighting, street furniture, etc.).</p> <p>Survey plan shown at a scale not less than 1/16"=1' 0" (1:200).</p>
Community Amenity Contribution (CAC) Offer Form	--	--	--	○	<p>See the form attached to the Secured Rental Policy application and the Mount Pleasant Industrial application form.</p> <p>Refer to Community Amenity Contributions Policy for Rezoning</p>

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Real Estate Pro Forma Analysis	--	--	--	○	<p>Submit land residual development pro forma for the following scenarios:</p> <ol style="list-style-type: none"> 1. Residual land value under existing zoning, and 2. Residual land value under rezoning <p>Provide market evidence to support pro forma variables and valuation. Additional information may be requested during the review process.</p> <p>Required for stratified commercial development proposals or in cases where applicants are unwilling to sign a non-stratification covenant, as CAC will be based on a negotiated contribution (per sections 1.2(b) and 1.2(c)) of the CAC Policy for Rezoning.</p> <p><i>Note:</i> Proposals for 100% non-strata commercial developments are eligible for a CAC target rate, and do not require a pro forma and cost estimate review.</p> <p>Refer to:</p> <ul style="list-style-type: none"> • Community Amenity Contributions Policy for Rezoning • Community Amenity Contributions Implementation Procedures
Quantity Survey (QS) Elemental Cost Report	--	--	--	○	<p>Submit a full Quantity Survey (QS) Elemental Cost Report (Class C) including a cover letter, prepared and signed off by a certified cost professional. i.e. Professional Quantity Surveyor (PQS), Chartered Quantity Surveyor (MRICS) and or Gold Seal Certification (GSC) and backup cost details.</p> <p>Required for I-1C applications that require submission of a development pro forma to sustain the land lift.</p> <p>A full Class C cost report prepared by a certified cost professional in CIQS Elemental Cost Format shall include all direct construction costs stating above/below grade project budgets with backup cost details to substantiate the costing rationale.</p> <p>Refer to:</p> <ul style="list-style-type: none"> • Community Amenity Contributions Policy for Rezoning • Community Amenity Contributions Implementation Procedures
Development Cost Levy (DCL) Waiver Request Form	○	○	○	--	<p>A waiver or reduction of City-wide and Area-specific DCLs is available to applications that meet tenure, unit size and starting rent criteria and secure relevant terms as part of the rezoning application process. The requisite application form is not available online and must be requested from your Rezoning Planner.</p> <p><i>Note:</i> A waiver must be sought at the rezoning stage. In most circumstances it will not be possible to submit or withdraw a DCL waiver request at later stages of the development process.</p> <p>Refer to:</p> <ul style="list-style-type: none"> • Development Cost Levy By-law • Rental Incentive Program Bulletin • Community Amenity Contributions Policy for Rezoning

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Transportation Assessment and Management Study (TAMS)	--	--	--	○ ¹	<p>A study prepared by a transportation consultant that assesses the impact of a proposed development on existing transportation infrastructure, recommends mitigation measures, and documents the results.</p> <p>Note that a TAMS or revisions to scope may be requested after application submission. For applications where a TAMS is required, applicants are encouraged to have their transportation consultant confirm the TAMS Terms of Reference with City staff in advance of undertaking the study</p> <p>Refer TAMS Guidelines for Consultants</p> <p>¹ Notwithstanding the above, the City may require a TAMS for smaller proposals which include land uses with unique transportation needs, such as, but not limited to, schools and/or other institutional uses; and/or, based on site-specific transportation conditions.</p>
Public Art Requirement	--	--	--	○	<p>Required for projects with a floor area of 9,290 sq. m (100,000 sq. ft.) or greater.</p> <p>Applicants must discuss public art opportunities and local area plans prior to electing one of two options, artwork on-site or cash-in-lieu.</p> <p>After application submission, please contact public art staff within 90 days and prior to hiring a public art consultant.</p> <p>A legal agreement will be required to be registered on title to specify and define all obligations with respect to the elected option.</p> <p>Refer to:</p> <ul style="list-style-type: none"> • publicart@vancouver.ca (Please add project address and “rezoning” to the subject line) • Public Art Policy for Rezoned Developments
Shadow Study	--	--	○ ¹	--	<p>Show incremental impact of proposed building(s) over 11 m (36 ft.) in height.</p> <ul style="list-style-type: none"> • On the fall equinoxes at 10 a.m., 12 p.m., 2 p.m., and 4 p.m. Pacific Time (PT: UTC-7:00) • Diagrams must show the full extents of building shadows and proposed building shadows must be graphically discernable from existing shadows <p>¹ Shadow Studies may be required for sites rezoning to R3-1, R4-1, R5-2, R5-3, or R5-4 which are in close proximity to parks, public schools, or village high streets.</p>
Property View Cone Analysis	○	--	○	●	<p>Required for applications where site is within Council-approved protected public view (i.e., view cones).</p> <p>Refer to:</p> <ul style="list-style-type: none"> • Protecting Vancouver's Views webpage to request an assessment for any sites located within a view cone • View Cone Map

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Project Statistics/Data and Drawings	○ ¹	--	--	○	<p>Development statistics and drawings necessary to inform pro forma and cost estimates. Use both Metric and Imperial for all measurement.</p> <p>¹ In certain cases for RR-3B, some development statistics and drawings may be requested during the application process.</p> <p><u>Project Statistics/Data</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Zoning analysis (comparison of existing and proposed zoning regulations and allowances) <input type="checkbox"/> Proposed uses and floor areas for all uses <input type="checkbox"/> Site area <input type="checkbox"/> Floor area: Gross and net floor area for all uses <input type="checkbox"/> Floor space ratio (FSR): Based on net floor area (gross floor area less exclusions) <input type="checkbox"/> Floor area included in FSR: Detail specific areas that are included in the FSR calculation but not saleable residential floor area, such as circulation and above-grade mechanical spaces <input type="checkbox"/> Floor area exclusions: Detail specific exclusions requested and associated floor areas, such as residential amenities, balconies and in-suite storage <input type="checkbox"/> Height: In metric and imperial, and number of storeys <input type="checkbox"/> Parking summary: Provide Parking By-law requirements and proposed parking for vehicle parking, loading, bicycle spaces, and passenger loading. Include total number of spaces and number of underground parking levels. <p><u>Drawings</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Site plan: Show the siting of all buildings and the location of pedestrian and vehicular access and circulation; site plan extent to include adjacent roadways <input type="checkbox"/> Floor plans: Provide all levels including underground parking <p><i>Note:</i> Additional development information may be requested during application process.</p>
Tower Separation / Block Study	--	--	○	--	<ul style="list-style-type: none"> <input type="checkbox"/> Block Study: Demonstrate potential block redevelopment scenarios in accordance with policy, including tower separation requirements to existing or future neighbouring redevelopments. <p><i>Note:</i> Required for sites rezoning to R4-1, R5-2, R5-3, or R5-4 and proposing less than a 40 ft. tower setback from a side property line.</p>

Development Permit Application Process

All proposals will need to comply with the regulations of the applicable district schedule and respond to the associated guidelines. Council approval of the rezoning at a public hearing must occur prior to submitting an application for a development permit.

For submission requirements, visit [building and renovating forms, checklists and bulletins](#).

Advanced Preparation of Certain Requirements

Some submission requirements may require additional time to prepare.

- **Building grades**

Applicants are advised to request Building Grades from the City's Engineering Department prior to submission of any development permit application.

Refer to [Building Grades webpage](#)

- **Acoustics**

Noise levels in dwelling units will be subject to maximum limits. Evidence will be required with a development permit application in the form of a report and recommendations prepared by persons trained in acoustics and current techniques of noise measurement, demonstrating that the noise levels in those portions of the dwelling units listed below shall not exceed the noise levels expressed in decibels set opposite such portions of the dwelling units. For this purpose, the noise level is the A-weighted 24-hour equivalent (Leq) sound level and will be defined simply as the noise level in decibels.

Portions of dwelling units	Noise levels (Decibels)
bedrooms	35
living, dining, recreation rooms	40
kitchen, bathrooms, hallways	45

- **Hydrogeological (groundwater) study**

A complete Hydrogeological Study will be required, signed and sealed by a Registered Professional. Applicants are advised to begin their study as early as possible to ensure adequate time for data collection and groundwater management planning.

Refer to [Groundwater Management Bulletin](#)

Appendix A: Sample Rezoning Consent Letter

[DATE]

City of Vancouver
510 W Broadway
Vancouver, BC V5Z 1E9

Attention: Rezoning Centre

RE: Consent to rezoning at [ADDRESS]

I hereby give authorization to [COMPANY] (or any permitted assignees, development consultants or direct representatives of) to complete and submit a Rezoning Application for [ADDRESS, PID].

Sincerely,

Property Owner's Name: _____

Signature: _____

Date: _____

...

Note: This letter does not need to be prepared by a lawyer or notary.