

Lead Qualified Professional

Master Requirement ENV 120

Policy

When development is proposed on any parcel that is within two or more Development Permit Areas (DPAs), the District has discretion to direct the applicant to appoint a Lead Qualified Professional (Lead QP) on the development project.

The Lead QP will coordinate and summarize the recommendations from the involved qualified professionals (QPs) and shall resolve any inconsistent or conflicting recommendations or design details that may arise.

This Policy relates to the following DPAs:

- *Natural Environment: protection of the Natural Environment*
- *Natural Environment: Streamside Protection*
- *Protection of Development from Hazardous Conditions: Creek Hazard*
- *Protection of Development from Hazardous Conditions: Slope Hazard*
- *Protection of Development from Hazardous Conditions: Wildfire Hazard*

Reason for Policy

DPAs as outlined in the Schedule B to the District of North Vancouver (District) Official Community Plan provide guidance and direction for new development in the District to meet a high standard of safety and sustainability.

Development on parcels involving multiple DPAs are common and require that the various QPs involved in the development are coordinating their recommendations for the design and following through with the required field review(s) and post-construction reporting after development.

The Lead QP will be designated by the Owner or Owner's Agent. The Lead QP will be responsible to ensure that all recommendations from all involved QPs have been distributed to all parties working on the development and that the reports submitted to the DNV contain integrated solutions that have been reviewed by all the QPs. Coordinating the work in this manner will ensure that the guidelines relevant to each of the applicable DPAs have been addressed and reviewed.

Procedure

1. When development is proposed on a parcel that is within two or more DPAs, one application for a Development Permit should be submitted includes references to all applicable reports, recommendations, and detailed requirements of each of the QPs involved.

2. The Owner or Owner's Agent shall designate at the time of application a Lead QP on the development project.
3. The Lead QP will coordinate, summarize and, if necessary, reconcile any inconsistent recommendations and conditions that arise from the involvement of multiple professional assessments.
4. At the discretion of DNV staff, the Lead QP shall coordinate the recommendations and conditions specified by each QP into a final cover memo to be submitted at the time of application that clearly summarizes and states the conditions required to develop the property for the use intended with respect to each applicable DPA.
 - The final cover memo shall state that the recommendations adhere to the respective guidelines of each DPA and shall specify the level of risk pursuant to the District's Risk Tolerance Criteria, as appropriate, for creek hazard and steep slope DPAs.
 - Each QP representing their respective area of expertise on the project shall also sign the final cover memo.
 - The final cover memo, and the final report if completed, may be cited as the reference for the conditions of issuance of the Development Permit.
5. A single Development Permit shall be issued specifying in the title, "Multiple DPA Permit", and the name of each applicable DPA.
6. The fee for Multiple DPAs is included in the [Fees and Charges Bylaw](#).