

File: 3760-01

July 1, 2022

Canadian Home Builders' Association – Central Okanagan (CHBA-CO)
216–1884 Spall Road
Kelowna, BC V1Y 4R1

Attention: CHBA-CO Members

Re: July 2022 Update

The City of Vernon is currently administering a high volume of development and building permit applications in the queue which is impacting our processing times. We are addressing application submissions and inquiries in the order they are received. Please ensure any correspondence contains the relevant application file number or civic address.

Currently, the average building permit processing time for new single family dwellings is approximately 8 weeks. Processing times can increase depending on the complexity of the project or incompleteness of the application package.

In an effort to serve our customers better (and faster), the City has implemented a new process for general planning enquiries. Please send your enquiry to planning@vernon.ca. You will receive a response in 2-3 business days. If you are enquiring about an existing development application, please email the file manager and include the file number in the subject line.

If you have a general building enquiry, please send your enquiry to buildingcounter@vernon.ca. You will receive a response in 2-3 business days. If you are enquiring about an existing building application, please email the file manager and include the file number in the subject line.

If you have any questions, or require any further information, please feel free to contact the undersigned at 250-550-7683 or sknuhtsen@vernon.ca.

Sincerely,



Shawn Knuhtsen
Manager, Building & Licensing/Chief Building Official

