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File Number:	

# DEVELOPMENT APPLICATION FORM

Applicants are advised to consult with Planning Staff before submitting a development application. **This application will not be accepted unless it is complete and the required fee and plans are attached. Fees are non-refundable unless otherwise noted.** Please note that Development Permits and/or Temporary Use Permits may require a security in the form of an irrevocable letter of credit, as a condition of the permit. (see **Development Approval Information, Fees and Notification Procedures Bylaw 1301-2014** for specific requirements, including fees)

## 1. APPLICATION TYPE (S)

(select all application types being applied for)

<input type="checkbox"/> Zoning Amendment*	<input type="checkbox"/> Development Variance Permit
<input type="checkbox"/> Official Community Plan Amendment*	<input type="checkbox"/> Land Use Contract Amendment*
<input type="checkbox"/> Temporary Use Permit* Specify Term _____ (1-3 year term)	<input type="checkbox"/> Board of Variance
<input type="checkbox"/> Temporary Use Permit Renewal Specify Term _____ (1-3 year term)	<input type="checkbox"/> Covenant Amendment
<input type="checkbox"/> Development Permit* (specify type below)	<input type="checkbox"/> Other (specify) _____

## DEVELOPMENT PERMIT & SUB-TYPE

(if applicable)

<input type="checkbox"/> Riparian Protection (RAR) Development Permit	Comprehensive Development Permit: <b>(check type(s) below)</b> <input type="checkbox"/> Multi-family and other intensive residential <input type="checkbox"/> Commercial or Industrial <input type="checkbox"/> Energy, Water Conservation & Greenhouse Gas emissions reduction <input type="checkbox"/> Protection of ecosystems and biological diversity <input type="checkbox"/> Protection of farming – within 300 m of ALR <input type="checkbox"/> Façade upgrading only <input type="checkbox"/> Protection from hazardous conditions <input type="checkbox"/> Britannia Beach – tree removal where located outside a covenant area <input type="checkbox"/> Britannia Beach – tree/vegetation planting/pruning/removal where located inside a covenant area
<input type="checkbox"/> Wildfire Protection Development Permit	
<input type="checkbox"/> Amendment to an existing Development Permit	
<input type="checkbox"/> Mt. Currie Commercial Development Permit	
Heritage Commercial Development Permit: <b>(check type(s) below)</b> <input type="checkbox"/> Commercial or Industrial <input type="checkbox"/> Multi-family and other intensive residential	
Porteau Cove Development Permit <b>(check type(s) below)</b> <input type="checkbox"/> Protection of ecosystems and biological diversity <input type="checkbox"/> Protection from hazardous conditions <input type="checkbox"/> Multi-family and other intensive residential	

**\*Sign Notification Requirements:** Certain applications require that a sign be posted on the property to advise the community of the proposed development, and invite comments and questions. Staff will advise you if a sign is required as part of your application process, and will provide the sign, and advice as to where it should be posted.

Please note that as per the Development Approval Information, Fees and Notification Procedures Bylaw 1301-2014, as amended from time to time, there is an opportunity for any party to speak as a delegation to the SLRD Board on land use and other matters. Delegations will not, however, be allowed once a bylaw has gone before a public hearing.

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## 2. APPLICANT

### Applicant:

Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: (Home) \_\_\_\_\_  
(Cell) \_\_\_\_\_

e-mail: \_\_\_\_\_

### Owner: (if different from Applicant)

Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: (Home) \_\_\_\_\_  
(Cell) \_\_\_\_\_

e-mail: \_\_\_\_\_

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## 3. PROPERTY INFORMATION

Legal Description of Land under Application:

\_\_\_\_\_  
Civic Address (House No. , Street Name, Community):

Size of Property (Ha): \_\_\_\_\_

Current Zoning: \_\_\_\_\_

Current OCP designation: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_

Proposed OCP Designation: \_\_\_\_\_

### Existing Land Use:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Description of Proposed Land Use:**

*(please attach separate pages if necessary)*

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**4. AGENT'S AUTHORIZATION**

**If the applicant is not the registered owner, the owner(s) must complete the owner information and attach a letter of authorization, or complete and sign the following:**

As the owner of the land described in this application, I/we hereby authorize \_\_\_\_\_  
to act as applicant in regard to this land development application.

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

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## 5. DECLARATION PURSUANT TO THE *ENVIRONMENTAL MANAGEMENT ACT*

The following declaration should be completed only after the applicant has reviewed the [Contaminated Sites Regulation Schedule 2](#) and determined that the subject property has not been used for industrial or commercial activities as described therein. If the subject property has been used for any activities listed on Schedule 2, a Site Profile form must be completed and submitted to the SLRD with the completed application and appropriate fees.

I, \_\_\_\_\_, hereby acknowledge that *the Environmental Management Act, 2003*, is effective as of March 31st, 2005.

Based on my personal knowledge of the property in question, I do not believe that it is or has been used for any of the industrial or commercial purposes and activities specified in Schedule 2 of the regulations. Accordingly, I elect not to complete and submit a 'site profile', as outlined in Section 40(1) of the *Act*.

I further acknowledge that this election does not remove any liability, which may otherwise be applicable under the legislation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 6. ADDITIONAL REQUIRED INFORMATION (Please complete checklist)

All applications should be accompanied by the following information:

- **Application fee(s)** – see [Development Approval Information, Fees and Notification Procedures Bylaw 1301-2014](#)
- **Signed “Declaration Pursuant to the Environmental Management Act”**
- **Site Plan (s) (2 copies, drawn to scale and showing the following):**
  - Civic address and full legal description of property
  - Lot dimensions
  - Easements and rights of way on the property
  - Names of roads adjacent to the property
  - Locations and dimensions of **all** existing and proposed buildings and structures
  - Locations of existing wells and septic systems
  - Locations of watercourses, steep banks, and slopes on or adjacent to the property

The following information is required for specific application types as indicated below:

- **Development Plans** - depending on the specific application, required information may include the following (see s.5.34 & s.5.35 of Development Approval Information, Fees and Notification Procedures Bylaw 1301-2014, as amended for full application requirements):
  - **DEVELOPMENT VARIANCE PERMITS (DVP)** - detailed drawings showing the proposed development and showing the requested variance. This includes building elevations, floor plans, site elevations, etc. that will be attached to the permit.
  - **DEVELOPMENT PERMITS (DP)** – requirements depend on the type of development permit and the guidelines contained within the applicable Official Community Plan (OCP). Please review the applicable Development Permit Area (DPA) guidelines that are outlined in the OCP for the electoral area in which the development is occurring.
    - (Electoral Area A) [Upper Bridge River Valley OCP Bylaw No. 608, 1996](#)
    - [Electoral Area B OCP Bylaw No. 1073, 2008](#)
    - [Electoral Area C OCP Bylaw No. 689, 1999](#)
    - [Electoral Area D OCP Bylaw No. 1135-2013](#)
  - **OCP/ZONING/LAND USE CONTRACT or COVENANT AMENDMENTS** – details with respect to the proposal, including proposed density (number of lots and or dwellings), proposed permitted uses, and any necessary background reports/studies/or additional information to describe the proposal.
  - **TEMPORARY USE PERMITS or RENEWALS** – details with respect to the specific proposed use, the specific duration, and what measures are in place to restore the land following the cessation of the temporary use. Please review the applicable Temporary Use Permit (TUP) guidelines available on the SLRD website:  
<https://www.slrld.bc.ca/planning-building/planning-development-services/development-applications-approvals/application-forms-and-guides>