



DISTRICT OF SQUAMISH

DEVELOPMENT APPLICATION & FEES

Date Received: _____ The information on this form is collected under the Authority of the Development Procedures Bylaw. The information provided will be used to process your development application. File # _____

If you have any questions about the collection and use of this information, please contact the Information & Privacy Coordinator, Municipal Hall

I/we hereby make application as follows:

APPLICATION TYPE: (Mark appropriate box(es))

- | | |
|--|--|
| <input type="checkbox"/> Development Permit | <input type="checkbox"/> Discharge of Land Use Contract |
| <input type="checkbox"/> Development Variance Permit | <input type="checkbox"/> Temporary Commercial or Industrial Use Permit |
| <input type="checkbox"/> Official Community Plan Amendment | |
| <input type="checkbox"/> Zoning Amendment | |
| <input type="checkbox"/> Combined OCP and Rezoning Amendment | |

PROPERTY:

STREET ADDRESS: _____

LEGAL DESCRIPTION: _____

SIZE OF PROPERTY: _____

PROPOSED USE:

Description of Development/Use: _____

PROVISION OF SERVICES:

Proposed Road Access: _____

Proposed Water Supply Method: _____

Proposed Sewage Disposal Method: _____

Proposed Storm Drainage Method: _____

Approximate Commencement Date of Proposed Project: _____

(continue over . . .)

APPLICANT:

Name: _____

Mailing Address: _____

Postal Code: _____ e-mail address _____

Phone Numbers: Office: _____ Home: _____ Fax: _____

Cell: _____

OWNERS:

If applicant is not registered owner, complete the following and attach a letter of authorization from the property owner, or add the owner's signature to this application (as indicated below).

Name: _____

Mailing Address: _____

Phone Number: _____ e-mail address _____

I/we hereby represent and warrant to the District of Squamish, knowing that the District relies on this representation and warranty, that the property covered by this application has never, to the best of my/our knowledge having made due and diligent inquiry, been used for any purpose such that a site profile is required to be submitted under the *Waste Management Act (British Columbia)* and that the property is not contaminated or polluted in any way that would make it unlawful, unsafe or unsuited for the purpose for which it is to be used, including within the meaning of the *Waste Management Act (British Columbia)*.

I/we have attached to this application the attachments required as noted on the following pages of this form, along with the required application fee, and hereby agree to submit further information deemed necessary for processing this application.

Print Name of Applicant(s)

Signature of Applicant(s)

Date

Print Name of Owner(s)

Signature of Owner(s)

Date

****** NO APPLICATION WILL BE ACCEPTED UNLESS COMPLETED ****
WITH THE REQUIRED FEE AND PLANS ATTACHED**

FOR OFFICE USE ONLY

Application Fee: _____

Date Received: _____

Receipt Number: _____

Official: _____

<u>APPLICATION TYPE</u>	<u>ATTACHMENT</u>	<u>FEE</u> (includes GST)
Official Community Plan Amendment (OCP):		
All applications without the inclusion of a Sub Area Plan	A, B, C, D, E, F	\$2,100
All applications with the inclusion of a Sub Area Plan	A, B, C, D, E, F	\$22,000
Advertising Fee		\$750 for each application requiring public notice (OCP, Rezoning)
Zoning Amendment/Discharge of Land Use Contract:		
Residential	A, B, C, D, F	\$1,500 for the first 10 units/lots plus \$100 for each additional lot
Commercial/Industrial/Institutional	A, B, C, D, F	\$1,500 for the first 930 sq m of building area plus \$100 for each additional 100 sq m
Advertising Fee		\$750 for each application requiring public notice (OCP, Rezoning)
Temporary Commercial or Industrial Use Permit:		
Commercial/Industrial	A, B, C, D, F	\$700
Advertising Fee		\$400 for each application
Development Permit:		
Residential	A, B, C, D, E, F	\$1,500 for the first 10 units/lots plus \$100 for each additional unit
Commercial/Industrial/Institutional	A, B, C, D, E, F	\$1,500 for the first 930 sq m of building area plus \$100 for each additional 100 sq m
Amendment requiring no variations to allow minor alterations not exceeding \$50,000 in construction costs and not exceeding a building area of 50 square metres	A, B, C, D, E, F	\$500
Amendment requiring variations to allow major alterations exceeding \$50,000 in construction costs or exceeding a building area of 50 square metres	A, B, C, D, E, F	\$1,500
Hazard Areas	A, B, C, D, E, F	\$500
Additional Landscaping Inspections (after initial one (1) inspection)		\$100.
Development Variance Permit (DVP):		
Residential/Commercial/Industrial/Institutional	A, B, C, D, F	\$500 for the first 930 sq m of building area plus \$100 for each additional 100 sq m
Contaminated Site Profile		\$100
Note: When a Development Permit and/or Development Variance Permit application is applied for in conjunction with a Zoning Amendment application, only the rezoning fee will be applied in addition to the specified advertising fee with respect to each application.		
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APPLICANTS ARE ENCOURAGED TO MEET WITH THE PLANNING SECTION STAFF PRIOR TO FILING AN APPLICATION. PROVIDING COMPLETE INFORMATION WITH YOUR APPLICATION WILL FACILITATE THE OVERALL REVIEW AND PROCESSING TIME.

REFUND OF FEES:

ALL FEES ARE NON-REFUNDABLE, EXCEPT THE FOLLOWING:

1. APPLICATIONS FOR OFFICIAL COMMUNITY PLAN AMENDMENT, AND/OR ZONING AMENDMENT, IF COUNCIL DOES NOT ALLOW FIRST AND SECOND READINGS TO BE GIVEN TO A ZONING AMENDMENT OR OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW, THEN THE:

- i. ADVERTISING FEE; AND
- ii. 25% OF THE APPLICATION FEE;

SHALL BE REFUNDED TO THE APPLICANT.

AMENDMENTS AND CHANGES TO APPLICATIONS:

CHANGES TO AN APPLICATION, INCLUDING, BUT NOT LIMITED TO:

1. Change of ownership, agent or name;
2. Changing or deleting legal parcels;
3. Combining two or more in-stream files;
4. Phasing of project;
5. Changes to the use/uses of the application;
6. Substantially revised Site Plan drawings making a substantial increase or a reduction in building footprint, setbacks, etc.;
7. Substantial changes to landscaping concept and areas;

WILL REQUIRE A NEW APPLICATION FORM BEING SUBMITTED AND REQUIRED FEES.

Updated Dec 22/06

The following information is required to be submitted with the application:

- A. CERTIFICATE OF TITLE: Must be dated within 30 days of application.
- B. SITE PLAN. Twelve (12) copies drawn to scale (maximum size 11" x 17") showing the dimensions of the proposed subdivision or development, including:
- Dimensions of the property, existing and proposed roads.
 - Location and dimensions (including setbacks) of existing and proposed buildings on site (a recent survey plan is preferable).
 - The location of any watercourse(s), steep banks or slopes, easements or statutory rights-of-way
- C. PROPOSAL SUMMARY: An outline of the type of development or land use proposed, the number of units, lots and/or gross floor area if applicable. Where a Development Variance Permit is requested, justification for the variance is to be provided. Where the application is for an OCP and/or Zoning Bylaw Amendment, the proposal is to be justified in terms of its benefit to the community and impact on the land use pattern and surrounding properties.
- D. DEVELOPMENT PLANS: Detailed drawings of the proposed development, including building sections and elevations, parking layout and access, proposed means of servicing, existing vegetation and landscape plan. Must also include a project summary sheet outlining gross site area, density and number of dwelling units, site coverage, heights, setbacks and other relevant data. Six sets of fully dimensioned plans required, **plus sixteen sets of reduced drawings** (maximum size 11" x 17") required. Sealed building design and siting plans to specify building materials and exterior finish, access and parking guidelines in the Official Community Plan and Zoning Bylaw.
- E. DEVELOPMENT PERMIT DETAILS:
- (a) Form and Character or Revitalization Area (Downtown) Development Permit – Sealed building design and siting plans to specify building materials and exterior finish, access and parking guidelines in the Official Community Plan.
 - (b) Environmental or Geotechnical Hazard Area Development Permit – Sealed development plan to include slopes, streams, watercourses, top or ravine or sloped banks, vegetation, rock outcroppings or other natural features. Must also include assessment by Geotechnical or structural engineer regarding the proposed development.
- F. ADDITIONAL INFORMATION – MAY BE REQUIRED:
- Contour Plan;
 - Geotechnical Analysis;
 - Survey Plan to identify the location of existing buildings/structures or watercourses, top of banks or other physical features.