

# DEVELOPMENT PERMIT AND BYLAW AMENDMENT PERMIT APPLICATION

DATE SUBMITTED:

***Incomplete applications will not be accepted and will be returned with a summary of missing information.***

*Relevant documents and plans must be sealed by the appropriate professionals, if applicable.*

## BEFORE SUBMITTING YOUR APPLICATION, NOTE THE FOLLOWING:

1. Incomplete applications will be returned to the applicant;
2. It is the applicant's responsibility to be familiar and knowledgeable of all requirements, policies, and applicable bylaws of the Town of Qualicum Beach, and to clearly represent how the application conforms to these requirements, policies, and bylaws before the application will be accepted;
3. The co-ordinating professional must ensure that the submissions, including all plans are internally consistent. Plans that are not internally consistent will be returned to the co-ordinating professional with no further review;
4. Applications that are inactive for a period of 6 months or more may be closed at the discretion of the Town;
5. The Town may distribute and publicize a report containing development approval information pertaining to this application.

***Personal information contained in your response is collected under the authority of the Local Government Act, and the Town of Qualicum Beach Zoning Bylaw No. 900, and will only be used for the purposes of evaluating this development application. Please note that your response will be treated as public information. Questions about the collection of your personal information may be referred to the Corporate Services Department, Town of Qualicum Beach, #201-660 Primrose Street, Qualicum Beach, BC V9K 1S7.***

### OWNER 1 INFORMATION

Owner's Name		Street Address	
City / Town		Postal Code	
Phone		Email	

### OWNER 2 INFORMATION

Owner's Name		Street Address	
City / Town		Postal Code	
Phone		Email	

***If there are more than 2 owners, please include additional owner information on a separate sheet and attach it to the application prior to submission to the Town's Planning Department.***

AGENT INFORMATION			
Authorized Agent Name		Street Address	
City / Town		Postal Code	
Phone		Email	
Civic Address of Property		Legal Description	
		PID:	
DEVELOPMENT PERMIT REQUIRED FOR (SELECT ALL APPLICABLE FROM THE FOLLOWING):			
<input type="checkbox"/> DPA C1 Uptown Commercial?	<input type="checkbox"/> DPA C2 Light Industrial?	<input type="checkbox"/> DPA C3 Beach Commercial – Natural Environment?	
<input type="checkbox"/> DPA C4 Beach Commercial?	<input type="checkbox"/> DPA C5 College Road?	<input type="checkbox"/> DPA C6 Memorial Avenue – Commercial, Multi-Family?	
<input type="checkbox"/> DPA C7 – Memorial Avenue – Commercial?	<input type="checkbox"/> DPA C8 Crescent Road East?	<input type="checkbox"/> DPA C9 Berwick Road?	
<input type="checkbox"/> DPA C10 Qualicum Beach Airport?	<input type="checkbox"/> DPA C11 Highway Bluff Commercial?	<input type="checkbox"/> DPA C12 Rural Destination Resort?	
<input type="checkbox"/> DPA E1 Beach Area?	<input type="checkbox"/> DPA G1-G12 Ecological Greenway Areas?	<input type="checkbox"/> DPA H1 Hazardous Lands?	
<input type="checkbox"/> DPA M1 Village Neighbourhood?	<input type="checkbox"/> DPA M2 Claymore Road?	<input type="checkbox"/> DPA M3 Multi-Family Residential?	
<input type="checkbox"/> Is this a renovation to an existing building?	<input type="checkbox"/> Is this an addition to an existing building?		
FOR THE PURPOSE OF:			
Subdivision of the land			
Construct a building or structure or addition			
Alter the land, a building or structure on the land in a Provincial Heritage Site			
Alter the land, a building or structure on land within a Development Permit Area			
PROJECT DESCRIPTION (Including benefits for and impact on the community)			
<input type="checkbox"/> Completed Project Information Table Template (attach to Application)			
<input type="checkbox"/> Completed Development Rationale Report (attach to Application)			
SUMMARY OF EXISTING LAND USES ADJACENT TO THE SUBJECT PROPERTY			

SITE & BUILDING INFORMATION					
<b>Current OCP Designation</b>			<b>Current Zoning</b>		
<b>Proposed Gross Floor Area</b>			<b>Lot Coverage (Including Building Coverage)</b>		
<b>Proposed OCP Designation:</b>			<b>Proposed Zoning:</b>		
	<b>Existing</b>	<b>Proposed</b>		<b>Existing</b>	<b>Proposed</b>
Front Setback			Parking Spaces		
Rear Setback			Loading Spaces		
Side Setback			Landscaped Area		
Side Flanking Street			Useable Open Space		
Building Height			Lot Coverage		
Landscape Setbacks			Other		
Gross Floor Area					
SIGNATURE					
I / we hereby declare that all of the above statements and the information and material submitted in support of this Development Permit are, to the best of my/our knowledge, true and correct in all aspects.					
<b>Owner</b>		Name			
Date		Signature			
<b>Owner</b>		Name			
Date		Signature			
<b>Applicant</b>		Name			
Date		Signature			

Development permits shall lapse if construction has not commenced within 2 years from the date of issuance of the permit.

Extensions may be considered to development permits subject to the payment of a renewal fee equal to fifty percent (50%) of the total original fees provided the application for extension is made prior to the permit lapsing. The length of time of any extension that may be granted will be at the discretion of the Town but may not exceed an additional two years.

Reapplication for an amendment or a permit that has been refused by the Council will not be considered within a six (6) month period immediately following the date of refusal.

APPLICATION FEES	
Development Permit that is combined with a Zoning or OCP Bylaw Amendment	\$100 plus \$0.50m <sup>2</sup> of new gross floor area of a building to a maximum of \$2,000; or \$100 plus \$10 per lot in a subdivision to a maximum of \$2,000.
Zoning Bylaw Amendment	\$4,000
Official Community Plan Bylaw Amendment	\$2,500
Reissuance of Existing Development Permit	\$200
Works and Services Administration and Inspection Fee	2% of project value on first \$250,000 plus 1.5% of project value over and above \$250,000 based on Engineer's Certified Project Cost as approved by the Director of Infrastructure Services (payable at the time of application for final approval)
Consultant's Fees	Where required under "Schedule F" of Town of Qualicum Beach Development Application Procedures and Fees Bylaw No. 605 to be charged back to an applicant; the applicant must deposit with the Town, an amount equal to 50% of the estimated costs provided by the Consultant, prior to further processing of the application. The balance of the fees must be paid prior to the application process being completed.
Legal Fees	Where required under "Schedule F" of Town of Qualicum Beach Development Application Procedures and Fees Bylaw No. 605 to be charged back to an applicant; the applicant must pay the fees prior to the processing of the application being completed.

**SIGNAGE**

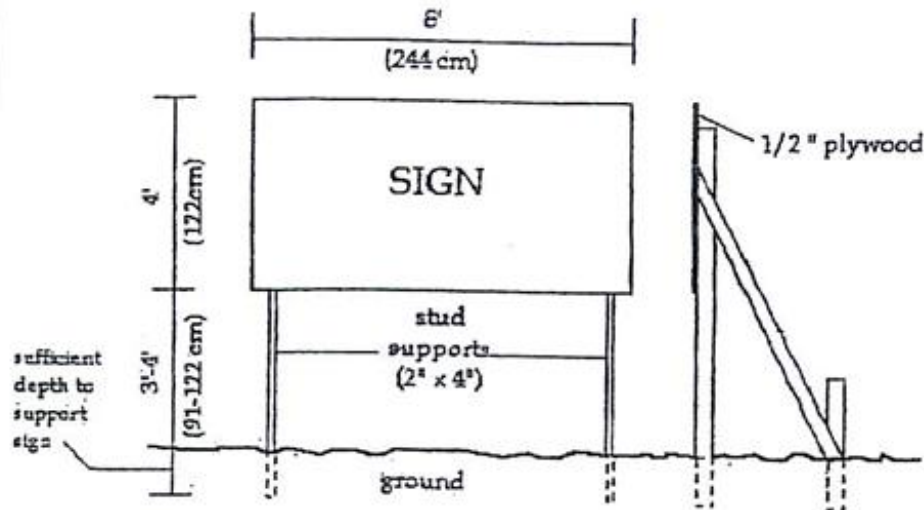
Applicants for an Official Community Plan or Zoning Bylaw Amendment must post Bylaw Amendment Application sign(s) on the subject property a minimum of ten (10) days prior to consideration of second reading of the amendment bylaw by Council. Once the sign is posted, the applicant must provide the Town with a written declaration that all signs have been erected on the subject property. Failure to erect the required signage shall result in the postponement of consideration of the amendment bylaw by Council.

1	ZONING*	
2	AMENDMENT APPLICATION	
3	AN APPLICATION HAS BEEN SUBMITTED TO THE TOWN OF QUALICUM BEACH TO	
4	REZONE** THIS PROPERTY FROM _____ TO _____.	
5	LOCATION MAP WITH STREET NAMES	FURTHER INFORMATION IS AVAILABLE FROM THE TOWN OF QUALICUM BEACH MUNICIPAL OFFICE, 201 - 660 PRIMROSE STREET. PHONE 752-6921 THE APPLICANT IS: NAME
6		
7		
8		
9		
10		
11		
12		
13	A PUBLIC HEARING WILL BE HELD	
14	ON	

### Sign Specifications

- Size of the sign(s) must be 4'x 8'
- Line No. 1 – insert appropriate wording (ie: Zoning or Official Community Plan or Official Community Plan and Zoning, etc)
- Lettering: White background with dark blue letters and border
  - Type face: Helvetica Capitals with the following minimum height sizes:
    - Line 1 and 2 - 135mm (5.5")
    - Line 3 and 4 - 75mm (3")
    - Line 5 and 12 - 40mm (1.5")
    - Line 13 and 14 - 50mm (2")
- Sign shall be erected on the subject property in a location unobstructed to view from the street, approximately 3.0 metres from the property line abutting the street. Signs shall be located so as not to interfere with pedestrians or vehicle traffic or obstruct visibility from street, lanes, or driveways.
- One sign is required for each one hundred (100) metres of street frontage provided that no more than three signs are required for any one site.

The size of the sign and supporting structure shall be as shown below:



*Personal information on this form is collected under the guidelines of the Freedom of Information and Protection of Privacy Act ("FIPPA") and will only be used for the purpose of administering the Development Permit and Bylaw Amendment Permit Application. Questions about this collection can be directed to the Corporate Administrator, Box 130, Qualicum Beach, BC or at 250-752-6921.*