

ZONING/OCP BYLAW AMENDMENT APPLICATION

DATE SUBMITTED:

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 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;

The Town may distribute and publicize a report containing development approval information pertaining to this application.

APPLICATION AND PAYMENT MUST BE SUBMITTED TOGETHER, BY ONE OF THE FOLLOWING METHODS:

IN PERSON: #201-660 Primrose Street, Qualicum Beach, BC - 9:00 am to 4:00 pm, Monday to Friday.

MAIL: Town of Qualicum Beach, PO Box 130, 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.

APPLICANT INFORMATION

Authorized Agent Name		Street Address	
City / Town		Postal Code	
Phone		Email	

DESCRIPTION OF PROPERTY					
Civic Address of Property		Legal Description		PID	
OFFICIAL COMMUNITY PLAN AMENDMENT			ZONING AMENDMENT		
Current OCP Designation		Current Zoning			
Proposed OCP Designation		Proposed Zoning			
PROJECT DESCRIPTION					
<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					
	Existing	Proposed		Existing	Proposed
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					

TEMPORARY USE APPLICATIONS	
Proposed Temporary Use and reasons for requesting a permit	
CESSATION OF TEMPORARY USE PERMIT	
A temporary use permit is only intended to allow for an activity over a limited period. At the expiration of the permit, it is intended that the temporary use will:	
	Cease.
	Be moved to another site that is zoned (or designated) for that use.
	During the time that the temporary permit is in effect, a rezoning application will be applied for in order to change the zone on the property. If the application is unsuccessful and the temporary permit expires, the temporary use will be removed.
	Other:

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.	
Owner 1	Name
Date	Signature
Owner 2	Name
Date	Signature
Applicant	Name
Date	Signature

APPLICATION FEES	
OCP Amendment Application	\$2,500
Zoning Amendment Application	\$4,000
Temporary Use Permit	\$100
<ul style="list-style-type: none"> Not combined with Amendment application 	\$1,000
<ul style="list-style-type: none"> Reissuance of Temporary Use Permit 	\$200

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 Zoning Bylaw Amendment Application. Questions about this collection can be directed to the Corporate Administrator, Box 130, Qualicum Beach, BC or at 250-752-6921.