

DISTRICT OF TUMBLER RIDGE

**APPLICATION FOR AN AMENDMENT TO
THE OFFICIAL COMMUNITY PLAN**



Municipal Contact: _____
 Application No.: _____ Date Received: _____

Phone: (250) 242-4242
 Fax: (250) 242-3993

Applicant: _____ Phone: _____ Fax: _____
 Address: _____
 _____ Postal Code: _____

Registered Owner: _____
 _____ (if not applicant)
 Address: _____
 _____ Postal Code: _____
 Phone: _____ Fax: _____

SUBJECT PROPERTY

Legal Description: _____
 Street Address: or General Description: _____ Parcel Size: _____
 Current OCP Designation: _____ Current Zoning Designation: _____
 Current Land Use/Development: _____

OFFICIAL COMMUNITY PLAN POLICY

Description of Proposed OCP Designation: _____

 Description of Proposed Development: _____

 Approximate Commencement Date of Proposed Project: _____

ADDITIONAL INFORMATION: (Reasons and comments in support of the application. Use separate sheet or attach plans if required.)

REQUIRED DOCUMENTATION

- | | |
|---|---|
| <input type="checkbox"/> Application fee \$500 | <input type="checkbox"/> Dimensioned Site Development Plan (see reverse for required content) |
| <input type="checkbox"/> Certificate of Title | <input type="checkbox"/> Contour Map (minimum of 1:1000 scale) |
| <input type="checkbox"/> Authorization of Owner | <input type="checkbox"/> Area Development, Neighbourhood or Detailed Site Area Plan (if applicable) |
| <input type="checkbox"/> Dimensioned Sketch Plan (see reverse for required content) | <input type="checkbox"/> Other Studies/Reports (if applicable) |

I/We _____
(Applicant's Signature) make application to the District of Tumbler Ridge for the amendment of the Official Community Plan and **agree to install a sign on the subject property informing the public of this application within seven (7) days of the Second Reading of the application.** I further agree to allow the District of Tumbler Ridge to enter onto the subject property to install a sign informing of any Public Hearing that may take place with respect to the application. I further agree to allow the agents of the District of Tumbler Ridge to enter onto the subject property to inspect the land and buildings.

I also certify that the information contained herein is correct to the best of my knowledge and belief. I understand **this application including any plans submitted is public information.** I authorize reproduction of any plans/reports for the purposes of application processing and reporting.

(Date) _____
(Applicant's Signature)

This application is made with my full knowledge and consent.

(Date) _____
(Registered Owner's Signature)

FOR OFFICE USE ONLY

- | | |
|---|---|
| <input type="checkbox"/> Application Form Complete | <input type="checkbox"/> Dimensioned Site Development Plan Submitted (see reverse for required content) |
| <input type="checkbox"/> Application Fee Received | <input type="checkbox"/> Contour Map Submitted (minimum of 1:1000 scale) |
| <input type="checkbox"/> Certificate of Title Received | <input type="checkbox"/> Area Development, Neighbourhood or Detailed Site Area Plan Submitted (if applicable) |
| <input type="checkbox"/> Authorization of Owner Submitted (if applicable) | <input type="checkbox"/> Other Studies/Reports Submitted (if applicable) |
| <input type="checkbox"/> Dimensioned Sketch Plan Submitted (see reverse for required content) | |

CHECKLIST

Dimensioned Sketch Plan draw to minimum scale of 1:1000 clearly indicating:

- Parcel or parcels to be redesignated
- Location (dimensioned from property lines) of existing buildings, structures and any natural features on or adjacent to the property

Dimensioned Site Development Plan drawn to minimum scale of 1:1000 clearly indicating:

- Proposed buildings and structures
- Vehicle access
- Parking layout (with individual stalls clearly indicated)
- Site landscaping

Area Development, Neighbourhood or Detailed Site Area Plans

- These may be required. Refer to District's Official Community Plan to determine if required.

GENERAL OVERVIEW OF PROCESS

