

**DISTRICT OF TUMBLER RIDGE**  
**APPLICATION FOR DEVELOPMENT PERMIT**



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: \_\_\_\_\_  
 Development Permit Area: \_\_\_\_\_  
 Current Land Use/Development: \_\_\_\_\_

PROPOSED DEVELOPMENT PERMIT

Proposed Development: \_\_\_\_\_  
 Proposed Variation and/or Supplement to the Existing Regulations: \_\_\_\_\_  
 Existing or Readily Available Services: \_\_\_\_\_  
 Proposed Water Supply Method: \_\_\_\_\_ Proposed Sewage Disposal Method: \_\_\_\_\_  
 Proposed Storm Drainage Model: \_\_\_\_\_ Commencement Date: \_\_\_\_\_  
 Proposed Use: \_\_\_\_\_

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 \$300                     | <input type="checkbox"/> Authorization of Owner                               | <input type="checkbox"/> Dimensioned Site Development Plan     |
| <input type="checkbox"/> Application Fee for the Site Profile \$50 | <input type="checkbox"/> Covenants/Rights-of-Way/Easements (where applicable) | <input type="checkbox"/> Contour Map (minimum of 1:1000 scale) |
| <input type="checkbox"/> Completed Site Profile Form (Schedule 1)  | <input type="checkbox"/> Dimensioned Sketch Plan                              | <input type="checkbox"/> Other _____                           |
| <input type="checkbox"/> Certificate of Title                      |   |  |

I/We \_\_\_\_\_ make application to the District of Tumbler Ridge for the issuance or amendment of a Development Permit. **I further agree to install a sign on the subject property informing the public of this application within seven (7) days of Council's authorization to notify the applicant that the application has been approved in principle.** 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"/> Authorization of Owner Submitted                               | <input type="checkbox"/> Dimensioned Site Development Plan Submitted |
| <input type="checkbox"/> Application Fee Submitted                                  | <input type="checkbox"/> Covenants/Rights-of-Way/Easements Submitted (where applicable) | <input type="checkbox"/> Contour Map Submitted                       |
| <input type="checkbox"/> Completed Site Profile Form (Schedule 1) and Fee Submitted | <input type="checkbox"/> Dimensioned Sketch Plan Submitted                              | <input type="checkbox"/> Other Submitted _____                       |
| <input type="checkbox"/> Certificate of Title Submitted                             |   |  |

**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, including building elevations and architectural drawings
- Vehicle access
- Parking layout (with individual stalls clearly indicated)
- Site landscaping

**GENERAL OVERVIEW OF PROCESS**

