

General Overview of Process



The District of Tumbler Ridge

PO Box 100, 305 Iles Way
Tumbler Ridge, BC V0C 2W0
T: 250.242.4242
F: 250.424.3993

www.districtoftumbleridge.ca



District of Tumbler Ridge

a guide to
Temporary Commercial or
Industrial Permits

2017



What is a Temporary Commercial and Industrial Permit?

An Official Community Plan may designate areas in which temporary commercial and industrial uses may occur by means of Temporary Commercial and Temporary Industrial Permit, despite what is indicated in the District of Tumbler Ridge Zoning Bylaw. The Temporary Use Permit allows for specified use on a property, for a specified period. The District can designate areas where temporary commercial and industrial uses may be allowed and may specify general conditions regarding the issue of temporary commercial and industrial use permits in those areas.

Before you apply..

It is recommended that the property owner gather as much information regarding their property and proposal as possible (e.g., legal description, drawings and surveys) and meet with District staff to discuss their proposal. District staff will offer advice as to the appropriateness of the proposal given the OCP policies. Staff will advise the applicant as to which application/s need to be completed, necessary information that will be required and give the property owner the most current application package.

Submitting your application

The completed application forms and necessary additional information along with the appropriate fees must be submitted to the District of Tumbler Ridge Division for processing and referral.

What is the cost?

The applicant must submit the application fee of \$300 for the Temporary Commercial or Industrial Permit made payable to the District of Tumbler Ridge.

Who approves a Temporary Commercial or Industrial Permit?

The Council of the District of Tumbler Ridge authorizes final approval of Temporary Commercial or Industrial Permit by resolution following prior approval by the Ministry of Transportation if applicable.

How long is the process?

The permit process can take up to 2-4 months to complete. Approval time may be affected by application accuracy/completion, the need to obtain other land use approvals and/or compliance with other applicable agency requirements.

Note

The process described here briefly will involve more detailed procedures, correspondence and/or requirements. Please contact the District of Tumbler Ridge to ensure all obligations are understood in order to expedite the approval process. This brochure is meant for guidance only and should not be construed by anyone as a right to approval if the steps indicated are followed. Please consult the Local Government Act and its regulations and other District of Tumbler Ridge bylaws for definitive requirements and procedures.

