

Please complete this form and submit it with all required information to planning@campbellriver.ca. Once the submission is accepted as complete, allow a minimum of two weeks for the inspection to be scheduled. **The refund will be returned to the original depositor.** Please note that, at the discretion of the City of Campbell River, an application accompanied by a letter and images of completion from a registered professional may remove the requirement for an inspection by staff.

Property and Project Details

Civic Address:

Refund Type: ☐ Landscape Acceptance* ☐ Environmental ☐ Works and Services Deficiency Resolved
☐ Landscape End of Maintenance ☐ Works and Services End of Maintenance

City File Number:

Applicant Information

Name:

Phone:

Email:

Professional Information (BCLSA, Landscape Designer, QEP, Engineer)

Name:

Phone:

Email:

Original Payee Information

Company or Individual Name:

Phone:

Email:

Address:

Additional information required to process security release

Landscape security release

Total amount of security provided: \$ _____ Amount of security requested for return: \$ _____

**A maximum of 80% of the requested amount will be released; refer to the City of Campbell River Development Application Procedures, Fees, and Delegation Bylaw for further information on landscape security release. Phased landscape returns will only be processed if the landscaping phasing was approved as part of the Development Permit.*

- ☐ Written summary with images from BCLSA or landscape designer noting completed works as per approved DP.
- ☐ Detailed cost estimate indicating materials and completed work (includes hardscaping, benches, water feature etc.)
- ☐ If phased release, include previous reports and cost estimates.

Environmental security release

Total amount of security provided: \$ _____ Amount of security requested for return: \$ _____

- ☐ Submission of monitoring reports, post development reports, or any other reporting requirements required under the approved Development Permit.
- ☐ Written summary with images from a QEP that addresses any revegetation requirements of the Development Permit.

Works and Services security release

Total amount of security provided: \$_____ Amount of security requested for return: \$_____

- ☐ City staff walkthrough completed.
- ☐ Engineer's certification that the deficiency has been completed to City standards, OR
- ☐ Engineer's certification that the Works and Services has held up as expected during the maintenance period.
- ☐ Engineer's value of the deficiency completed.

As the applicant, I hereby acknowledge that all work (landscaping, environmental, Works and Services) has been implemented and constructed as per the approved drawings and permit conditions.

Applicant's Signature

Date

The City of Campbell River is collecting this personal information pursuant to s. 26 of the *Freedom of Information and Protection of Privacy Act*, for the following purpose:

26(c) - the information relates directly to and is necessary for a program or activity of the public body.

If you have any questions about this collection of personal information, please contact the City's Privacy Head at foippa@campbellriver.ca or 250-286-5700.