

ASSOCIATED PRE-APPLICATION AND/OR PROJECT FILE NUMBER: _____

SECTION 1: APPLICATION TYPE	
☐ MAJOR DEVELOPMENT PERMIT (MJP)	☐ MINOR DEVELOPMENT PERMIT (MIP)
☐ MAJOR DEVELOPMENT PERMIT AMENDMENT (MJA)	☐ MINOR DEVELOPMENT PERMIT AMENDMENT (MIA)
☐ General Form, Character, and Performance	☐ General Form and Character
☐ Multi-Family Residential (10 dwelling units or more)	☐ Multi-Family Residential (less than 10 dwelling units)
☐ Commercial (greater than 100m²)	☐ Commercial (less than 100m²)
☐ Industrial (greater than 100m²)	☐ Industrial (less than 100m²)
\square Intensive Residential (Mobile Home Parks or Subdivisions of 10 or more lots with average lot size less than 450m ²)	☐ Intensive Residential (Mobile Home Parks or Subdivisions of 3 - 9 lots with average lot size less than 450m²)
☐ With Variance (MJV)	☐ Comprehensive Environmental
	☐ Bald Eagle and Great Blue Heron Nest Tree
	☐ Streamside Protection
	☐ Campbell River Estuary
	☐ Foreshore
	☐ Drinking Watershed
	☐ Hazardous Conditions
	☐ Interface Fire Hazard
☐ ZONING AMENDMENT (ZON)	☐ Fee Simple Subdivision Total # of Lots:
☐ Text Amendment	☐ Bare Land Strata Subdivision Total # of Lots:
☐ Map Amendment	☐ Phased Subdivision Total # of Lots:
☐ Combined Text and Map Amendment	☐ Other: Total # of Lots:
Current Zoning:	
Proposed Zoning:	
☐ OFFICIAL COMMUNITY PLAN AMENDMENT (OCP)	☐ LIQUOR LICENCE (LL)
☐ Concurrent with Zoning Amendment	☐ New Licence
	☐ Amendment
☐ DEVELOPMENT VARIANCE PERMIT (DVP)	☐ CANNABIS LICENCE (CAN)
☐ BOARD OF VARIANCE (BOV)	☐ TELECOMMUNICATIONS TOWER (TEL)
☐ TEMPORARY USE PERMIT (TUP)	☐ AGRICULTURAL LAND COMMISSION (ALR)



SECTION 2: REQUIRED APPLICATION DOCUMENTS (ALL APPLICATIONS)		
☐ 1. PRE-APPLICATION REVIEW MEETING	☐ 5. COPIES OF LEGAL DOCUMENTS/CHARGES ON TITLE (COVENANTS, EASEMENTS, STATUTORY RIGHT OF WAYS, ETC)	
☐ 2. FULLY COMPLETED FORM B – DEVELOPMENT APPLICATION FORM	☐ 6. LETTER OF AUTHORIZATION	
☐ 3. LETTER OF INTENT	☐ 7. BC COMPANY SUMMARY (IF APPLICABLE)	
☐ 4. CURRENT TITLE SEARCH (WITHIN 10 BUSINESS DAYS)	☐ 8. APPLICATION FEE PAYMENT	

SECTION 3: REQUIRED APPLICATION DOCUMENTS (BASED ON TYPE)* *The only required items to be submitted for a subdivision application are C. PRELIMINARY LOT LAYOUT and E. SITE DISCLOSURE STATEMENT		
☐ A. CERTIFIED SURVEY PLAN	☐ L. ENVIRONMENTAL ASSESSMENT REPORT	☐ W. SHADOW IMPACT ASSESSMENT
☐ B. SITE PLAN	☐ M. RIPARIAN AREA PROTECTION REGULATION REPORT	☐ X. CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED) REPORT
☐ C. PRELIMINARY LOT LAYOUT PLAN**	☐ N. ENVIRONMENTAL COST ESTIMATE	☐ Y. WILDFIRE MITIGATION REPORT
☐ D. DEVELOPMENT DATA SHEET	□ 0. ARBORIST REPORT	☐ Z. WATERSHED DEVELOPMENT PERMIT DOCUMENTS
☐ E. SITE DISCLOSURE STATEMENT	☐ P. LANDSLIDE ASSESSMENT REPORT	☐ AA. TELECOMMUNICATIONS TOWER DOCUMENTS
☐ F. COLOURED BUILDING ELEVATIONS & RENDERINGS	☐ Q. FLOOD HAZARD ASSESSMENT REPORT	☐ BB. STAMPED LIQUOR LICENCE FLOOR PLAN
☐ G. FLOOR PLANS	☐ R. EROSION AND SEDIMENT CONTROL PLAN	☐ CC. COPY OF LCRB CANNABIS REFERRAL LETTER
☐ H. LIGHTING PLAN	☐ S. TRAFFIC IMPACT ASSESSMENT	☐ DD. COPY OF LCRB FIT AND PROPER ASSESSMENT CONFIRMATION LETTER
☐ I. COLOURED LANDSCAPE PLAN	☐ T. WATER SUPPLY, SANITARY, AND STORM WATER INFRASTRUCTURE IMPACTS REPORT	☐ EE. COPY OF AGRICULTURAL LAND COMMISSION APPLICATION SUBMISSION
☐ J. LANDSCAPE COST ESTIMATE	☐ U. VISUAL IMPACT ASSESSMENT	☐ FF. AGRICULTURAL LAND COMMISSION SOIL CLASSIFICATION MAP
☐ K. COMMUNITY ENERGY & EMISSIONS DEVELOPMENT (CEED) CHECKLIST	☐ V. NOISE IMPACT ASSESSMENT	☐ GG. AGRICULTURAL LAND COMMISSION EXCLUSION APPLICATION DOCUMENTS

^{**} Preliminary lot layout must be prepared by a BC Land Surveyor outlining the lot dimensions and sizes for each proposed lot, road names, existing structures on lands, and existing charges (i.e., statutory right of way, statutory easement, etc.)

SEE APPENDIX A FOR DETAILED DESCRIPTIONS OF REQUIRED DOCUMENTS



FORM B – DEVELOPMENT APPLICATION FORM

SECTION 4: SUBJECT PROPERTY		
CIVIC ADDRESS:		
PARCEL IDENTIFIER (PID):		
LEGAL DESCRIPTION:		
ADDITIONAL PROPERTY(IES) (IF APPLICABLE)		
CIVIC ADDRESS:		
PARCEL IDENTIFIER (PID):		
LEGAL DESCRIPTION:		
SECTION 5: REGISTERED PROPERTY OWNER(S)		
FIRST NAME:	LAST NAME:	
ADDRESS:		
PHONE NUMBER:	E-MAIL:	
SIGNATURE OF REGISTER PROPERTY OWNER:	ED	
ADDITIONAL PROPERTY OWNER(S)		
FIRST NAME:	LAST NAME:	
BUSINESS NAME:		
ADDRESS:		
PHONE NUMBER:	E-MAIL:	
SIGNATURE OF REGISTER PROPERTY OWNER:	ĒD	
DATE SIGNED:		



FORM B – DEVELOPMENT APPLICATION FORM

If the registered property owner is an Incorporated Company, Registered Society or Not for Profit Organization, please complete the signature block below. If more than one Company/Society, attach additional completed pages with required signatures. By signing, you confirm that you are an authorized signatory of the company. Proof must be provided at the time of application.

REGISTERED CORPORATION/SOCIETY/ORGANIZATION INFORMATION	
(IF APPLICABLE)	
CORPORATION/SOCIETY/ORGANIZATION NAME:	
SIGNATORY NAME:	
SIGNATURE OF COMPANY SIGNATORY:	
DATE SIGNED:	
A BC Company Summary must be submitted with the Incorporated Company, Registered Society	h the application showing names of individuals who have signing authority for or Not for Profit Organization.

SECTION 6: APPLICANT / AGENT / LEASEE	
COMPANY NAME (IF APPLICABLE):	
PRIMARY CONTACT NAME:	
ADDITIONAL CONTACT NAME(S) (IF APPLICABLE):	
ADDRESS:	
OFFICE #:	DIRECT #:
CELL #:	EMAIL:

Please note all correspondence will be sent to the primary contact at the email address or mailing address provided (maximum one email address).



SECTION 7: ACKNOWLEDGEMENT OF NOTICE OF COLLECTION OF PERSONAL INFORMATION

	on form the required documents as noted in Sections 2 & 3 , along with submit further information deemed necessary for processing this
☐ I/We understand that for each occasion on which provide a Change of "Agent Authorization Form," whi	I/We initiate changing the Applicant or Primary Contact ; we need to ch must be signed by all owners.
The personal information is collected under the auth	ed to process this application and for administration and enforcement. ority of the <i>Local Government Act</i> , the City's bylaws and Section 26 of <i>Act</i> . It will be used or disclosed only for the purpose for which it was amed or otherwise in accordance with law.
•	of your personal information to the Legislative Services Clerk at 250-of Campbell River, 301 St. Ann's Road, Campbell River, BC, V9W 4C7.
By signing this application, I hereby agree that a document including all attachments will be made av	all information, including personal information, contained on this ailable to the public.
	iety or Not for Profit Organization, check this box to confirm that all and they have authority to sign on the company's behalf. If this box uired to outline confirm permission of contacts.
Signature of Primary Contact (Applicant)	Date
Signature of Additional Contact(s) (if applicable)	 Date
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