



APPLICATION FOR A ZONING BYLAW AMENDMENT

Municipal Contact: \_\_\_\_\_

Phone: (250) 997-9221

Application No.: \_\_\_\_\_ Date Received: \_\_\_\_\_

Fax: (250) 997-5186

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Registered Owner: \_\_\_\_\_

(if not applicant)

Address: \_\_\_\_\_

Email: \_\_\_\_\_ 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: \_\_\_\_\_

PROPOSED AMENDMENT

Proposed Zoning: \_\_\_\_\_

Proposed Use/Development: \_\_\_\_\_

Existing or Readily Available Services: \_\_\_\_\_

Proposed Water Supply Method: \_\_\_\_\_ Proposed Sewage Disposal Method: \_\_\_\_\_

Proposed Storm Drainage Model: \_\_\_\_\_ 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

- Application Fee \$500, Site Profile Application Fee \$50, Site Profile, Certificate of Title, Authorization of Owner, Dimensioned Sketch Plan, Dimensioned Site Development Plan, Contour Map, Copies of Previous Reports/Studies

I/We \_\_\_\_\_ make application to the District of Mackenzie to amend the Zoning Bylaw (Applicant's Signature)

and agree to install a sign on the subject property informing the public of this application within seven (7) days after the Second Reading of the application. I further agree to allow the District of Mackenzie 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 Mackenzie 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

- Application Form Complete, Application Fee Submitted, Site Profile Application Fee Submitted, Site Profile (Schedule 1) Submitted, Certificate of Title Submitted, Authorization of Owner Submitted, Dimensioned Sketch Plan Submitted, Dimensioned Site Development Plan Submitted, Contour Map Submitted, Copies of Previous Reports/Studies Submitted

### Application Checklist:

The Applicant must submit the following:

- Dimensioned Sketch Plan drawn to a minimum scale of 1:1,000 showing the following:
  - parcel or parcels to be amended (re-designated)
  - location (with dimensions from property lines) of existing buildings, structures and any natural features on or adjacent to the property
  
- Dimensioned Site Development Plan drawn to a minimum scale of 1:1,000 showing the following:
  - any proposed buildings or structures
  - parking layout (with individual parking stalls clearly indicated)
  - vehicle access
  - site landscaping

### General Overview of Process:

