



DEVELOPMENT PERMIT APPLICATION FORM

Village of Tahsis
977 S. Maquinna Dr.
PO Box 219
Tahsis, BC
V0P 1X0
Ph (250) 934-6344
Fax (250) 934-6622
reception@villageoftahsis.com

Legal Description: _____

Civic Address: _____

Folio Number: _____ PID #: _____

Applicant: _____

Mailing Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Current Zoning: _____

Official Community Plan Designation: _____

VARIANCE REQUIRED No Yes – Section _____

DEVELOPMENT PERMIT AREA

Flood Hazard Steep Slope Hazard Anthropogenic Hazard Natural Environment

Using the Checklist (below), describe the proposal – include plans and specifications of the proposed development drawn to an appropriate scale, including an 8½ x 11 legible site plan with the details listed in the Checklist. All information required as per the Bylaw must be submitted.

Council Meetings

Do you wish to appear before Council to explain your proposal? YES NO

Please ensure the following items are included with the completed application:

- o Application Fee: \$500.00
- o Current Title Search for all parcels and copies of all covenants, building schemes, easements and right of ways charged on title

TO BE COMPLETED BY THE VILLAGE OF TAHSIS:

Date Complete Application Received _____

Application Fee \$ _____

Total Fee Paid \$ _____

Receipt # _____

DEVELOPMENT PERMIT CONSENT FORM

Complete one of the following statements:

IF OWNER IS PERSONALLY APPLYING FOR THE PERMIT

I, _____
solemnly declare that I am the owner of the real
property legally described as:

and that I am registered as such with the Land
Title and Survey Authority of British Columbia.

Signature: _____

Date: _____

Mailing Address: _____

Postal Code: _____

Telephone: _____

Facsimile: _____

IF AN AGENT IS APPLYING ON BEHALF OF THE OWNER

I, _____
solemnly declare that I am the authorized agent
of _____

who is the registered owner of the real property
legally described as:

It is understood that until the Village of Tahsis is
advised in writing that I am no longer acting on
behalf of the undersigned registered owner, the
Village shall deal exclusively with me with
respect to all matters pertaining to the proposed
Development Permit application.

I hereby declare that the foregoing information is
true and proper.

Signature of Agent: _____

Signature of Owner: _____

Name of Owner: _____

Mailing Address of Owner: _____

Postal Code: _____

Telephone: _____

Facsimile: _____

Any personal information required by this application form is being collected for the purpose of administering the Village of Tahsis Development Procedures Bylaw No. 633 (2020) and is collected under the authority of the Local Government Act and the bylaw. Questions about the collection of this information should be directed to the Corporate Officer at 977 S. Maquinna Drive, PO Box 219, Tahsis, BC, V0P 1X0, or (250) 934-6344

DEVELOPMENT PERMIT - CHECK LIST

All of the information listed below must be included in all Development Permit applications. In addition, you must provide the specific information material and/or documents for the respective Development Permit Area, as detailed in Part 4 of the Development Procedures Bylaw No. 633, 2020.

Staff will not begin processing your application until all required information has been provided and the application complete.

Land Title

- recent certificate of title (within 10 days of receipt of application)
- all covenants, building schemes, easements or right of ways charged on title

A site plan and other supporting plans which contain the following minimum information about the property:

- location map including neighbouring land uses
- existing and proposed buildings in relation to legal property boundaries
- Significant physical features and topographic information including all existing watercourses and wetlands,
- North arrow and drawing scales,
- Dimensions for all elevations and site plans,
- Geodetic elevation,
- Residential unit or building layout and/or comprehensive plan illustrating unit distribution,
- Existing or proposed roads
- Landscaping plan showing location, type and quantities of all plants and ground cover material including a written estimated cost for the proposed plan,
- Open space

Additional Requirements

- Written explanation of how the proposal satisfies all Development Permit Area Guidelines in the OCP
- A Surveyors Certificate prepared by a BCLS Surveyor;
- A completed "site profile" for the subject property if required under Section 40 of the *Environmental Management Act*.

If you are requesting a variance, provide reasons for varying bylaw requirement(s). On your site plan, show the existing bylaw requirement and your proposed variance with accurate dimensions.