

**SCHEDULE A-1**

**Official Community Plan Amendment Application**

I / We hereby apply to:

Purpose (in brief): \_\_\_\_\_

Change the Land Use Designation of the 'subject property' in OCP Bylaw No. \_\_\_\_\_

From: \_\_\_\_\_ (current OCP designation)

To: \_\_\_\_\_ (proposed OCP designation)

An Application Fee in the amount of \$\_\_\_\_\_ as stipulated in FVRD Application Fees Bylaw No. 1560, 2019 must be paid upon submission of this application.

Civic Address \_\_\_\_\_ PID \_\_\_\_\_

Legal Description Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Plan \_\_\_\_\_

*The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.*

Owner's Declaration

Name of Owner (print)	Signature of Owner	Date
Name of Owner (print)	Signature of Owner	Date

Owner's Contact Information

Address		City
Email		Postal Code
Phone	Cell	Fax

<b>Office Use Only</b>	Date	File No.
	Received By	Folio No.
	Receipt No.	Fees Paid: \$

**Agent**

**I hereby give permission for \_\_\_\_\_ to act as my/our agent in all matters relating to this application.**

Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent		Company
Address		City
Email		Postal Code
Phone	Cell	Fax

**I declare that the information submitted in support of this application is true and correct in all respects.**

Signature of Agent	Date
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**Development Details**

Property Size \_\_\_\_\_ (m<sup>2</sup> or ha)

Existing Use \_\_\_\_\_

Proposed Development / Text Amendment \_\_\_\_\_

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Justification and Support \_\_\_\_\_

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(use separate sheet if necessary)

Anticipated Start Date: \_\_\_\_\_

## Services

Services	Currently Existing		Readily Available *	
	Yes	No	Yes	No
Road Access				
Water Supply				
Sewage Disposal				
Hydro				
Telephone				
School Bus Service				

\* 'Readily Available' means existing services can be easily extended to the subject property.

**Proposed Water Supply** \_\_\_\_\_

**Proposed Sewage Disposal** \_\_\_\_\_

## Provincial Requirements (This is not an exhaustive list; other provincial regulations will apply)

### Riparian Areas Regulation

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes      no  
        30 metres of the high water mark of any water body

yes      no  
        a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

### Contaminated Sites Profile

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes      no  
        the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact the FVRD Planning Department or the Ministry of Environment for further information.

### Archaeological Resources

Are there archaeological sites or resources on the subject property?

yes      no      I don't know  
       

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.

## Required Information

When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
<b>Site Plan</b>			Reduced sets of metric plans
At a scale of:  1: _____			North arrow and scale
			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>			Location, quantity, size & species of existing & proposed plants, trees & turf
Same scale as site plan			Contour information (_____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:
<b>Title Search</b>			Provide one for each property included in an application, and dated within 30 days of submission. Obtain a title search through <a href="http://L TSA.ca">L TSA.ca</a>

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to [planning](#), [land use management](#) and related [services delivered](#), or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvrd.ca](mailto:FOI@fvrd.ca).