

APPLICANT DETAILS:

****Please note that a \$400.00 fee is now due at the time of submission****

Full Name: _____

Business Name (if applicable): _____

Address & City: _____

_____ Postal Code: _____

Bus. Ph: _____ Home Ph: _____ Email (required): _____

I WANT TO APPLY FOR A...(check all applicable boxes)

- ☐ **Official Community Plan Amendment**
- ☐ **Zoning Amendment (Rezoning)**
- ☐ **Development Permit**
- ☐ **Development Variance Permit**
- ☐ **Temporary Commercial or Industrial Use Permit**
- ☐ **Subdivision**

PROPERTY INFORMATION:

Civic Address: _____

Legal Description (on *Land Title Certificate*): _____

Parcel Identifier (PID): _ _ - _ - _ _ _ Number of Units and/or Lots (if applicable): _____

Gross Floor Area in square metres (if applicable): _____

PROPOSAL DESCRIPTION: Provide a detailed description of your proposed development and/or land use including details of any proposed Development Variances, Official Community Plan (OCP) Amendments (or deviations from the *Development Permit Area Guidelines* listed in the OCP), and Zoning Amendments. Ensure your description includes the long-term vision for your development (*attached additional pages if you require more space for your description*). _____

SUBMIT THE FOLLOWING ITEMS WITH YOUR FORM:

In addition to submitting this form, you are also required to submit the following items before the District can schedule your Pre-Application Meeting:

- ☐ 1. **Site Plan(s)**, including:
 - a. lot area dimensions (m2)
 - b. simple elevations (m2)
 - c. location of any watercourses on or near the proposed development area
 - d. location of any known trails (walking, hiking, biking, etc.)
- ☐ 2. If available, you may also provide **Development Plans**.

IMPORTANT: In an effort to avoid unnecessary professional costs, you may prepare and submit hand-drawn plans so long as they are correctly scaled and measured.

I understand that I must submit my form with site plan(s) before my meeting can be scheduled with the District of Squamish.

I have read the District of Squamish *Official Community Plan*, including *Section 5: Development Permit Area Guidelines*, to ensure my proposal is in line with these guidelines, and if not, I understand the deviations that will be reviewed during the Pre-Application Meeting.

The information on this form is collected under the authority of the *Development Procedures & Fees Bylaw (1446, 1997)* and is used to process your Pre-Application Meeting Request. If you have any questions about the collection and use of this information, please contact the Information and Privacy Coordinator at the District of Squamish on 604.815.5006 or email privacy@squamish.ca.

Full Name of Applicant (please print)

Signature of Applicant

DD / MM / YYYY
Date

Full Name of Primary Owner (please print)

Signature of Primary Owner

DD / MM / YYYY
Date

Email, fax or drop-off this form with your Site Plan(s) to the Development Services Department at Municipal Hall, District of Squamish, planning@squamish.ca, fax: 604.892.1083.

OFFICE USE ONLY:

Full Name of Planner Assigned: _____ Date: DD / MM / YYYY

Confirmed Meeting Date: DD / MM / YYYY Time: _____

Forwarded to (check relevant): ☐ Engineering ☐ Environment ☐ Other: _____

☐ Meeting confirmation has been sent to the Applicant Clerk Initial: _____

Receipt number: _____ Date: DD / MM / YYYY