

# Servicing Agreement for Land Development



## Document Checklist

Rezoning fees paid       Development Permit / Subdivision Fees Paid

**Civic Address** (Street No. & Name): \_\_\_\_\_

**Legal Description:** \_\_\_\_\_

**Applicant's Full Name:** \_\_\_\_\_

You are required to provide the following documents (where applicable) with your **Servicing Agreement for Land Development Application Form** and applicable fees. This checklist, and all District of Squamish forms, are available online at [www.squamish.ca](http://www.squamish.ca).

The items on the list are the minimum requirement for your application. Depending on the nature of your project, **you may be requested to submit additional information/documents** with, or following submission of, your application.

Print this *Document Checklist*, check that you have provided all of the required documents, sign, and include this document with your servicing agreement application (not required for the Pre-Application Meeting).

### Documents Required for the Servicing Agreement Land Development Application:

<input type="checkbox"/>	n/a	DOCUMENT	COPIES	OFFICE ONLY
<input type="checkbox"/>	<input type="checkbox"/>	1. Pre-Application Meeting Process complete.		
<input type="checkbox"/>	<input type="checkbox"/>	2. Rezoning Process (to 4 <sup>th</sup> and final reading) complete.		
<input type="checkbox"/>	<input type="checkbox"/>	3. Development Permit Process (to 4 <sup>th</sup> and final reading) to include a Preliminary Layout Review (where applicable) may be required, and payment of applicable fees.		
<input type="checkbox"/>	<input type="checkbox"/>	4. Will a Building Permit be required?		
<input type="checkbox"/>	<input type="checkbox"/>	5. Complete and signed <b>Servicing Agreement for Land Development Application Form</b> and all applicable fees.	1	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	6. <b>Land Title Search</b> – documents must be dated within 30 days of the date of application, and include copies of all easements and covenants. Certificates are available from: <ul style="list-style-type: none"> <li>BC Land Title Office – Suite 300-88 Sixth Street, New Westminster, BC, V8W 1B4, Ph: 604.660.2595, <a href="http://www.ltsa.ca">www.ltsa.ca</a> (must be a registered user to access Land Title information).</li> </ul>	1	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	7. <b>Water and/or Sanitary Sewer model/servicing reports – include the servicing report.</b>	1	
<input type="checkbox"/>	<input type="checkbox"/>	8. Geotechnical Analysis Report – pertaining to infrastructure improvements. Required for ALL development projects.	1	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	9. Traffic Impact Study.		
<input type="checkbox"/>	<input type="checkbox"/>	10. Preliminary Design report or Pre-Design brief including plan view Engineering Pre-Design level drawings.	1	
<input type="checkbox"/>	<input type="checkbox"/>	11. Preliminary Cost Estimate – detailed costing of project works and services, and may include boulevard and landscaping details.	1	
<input type="checkbox"/>	<input type="checkbox"/>	12. <b>Electronic copies</b> of all submissions; including application, drawings, & reports. PDF's of drawings & site plans are required to be no more than 10,000 KB in size. Electronic files may be emailed to <a href="mailto:engineering@squamish.ca">engineering@squamish.ca</a> or submitted with the application on a flash drive.	1	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	13. Complete and signed <b>Document Checklist</b> (not required for Pre-Application Meeting).	1	<input type="checkbox"/>

<b>Of Note: Sealed Civil Engineered Detailed Design Drawings with Class "B" Cost Estimate of Works and Services will be required as part of a final Servicing Agreement.</b>	<b>2 full sized copies</b>
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Full Name of Applicant (please print) \_\_\_\_\_ Signature of Applicant \_\_\_\_\_ Date DD / MM / YYYY