

BOWEN ISLAND Municipality

DEVELOPMENT PERMIT APPLICATION

Application Fee: _____

Fee:
\$175.00

Bowen Island Municipality
981 Artisan Lane
Bowen Island BC V0N 1G2
Tel. 604-947-4255
Fax. 604-947-0193
bim@bimbc.ca

Receipt #: _____

Amendment:
\$150.00

File #: _____

Watershed, Aquifer and Stream Protection
Development Permit

Snug Cove Village Revitalization Development Permit

Detached Secondary Suite Development Permit

Village Periphery Development Permit

PROPERTY OWNER (PLEASE PRINT) (Please list all owners as indicated on Certificate of Title)

Property Owner(s) _____

Address _____ City _____

Postal Code _____ Phone _____ Fax _____ Email _____

APPLICANT (IF DIFFERENT FROM OWNER) (Consent Required)

Applicant(s) _____

Address _____ City _____

Postal Code _____ Phone _____ Fax _____ Email _____

DESCRIPTION OF PROPERTY (AS INDICATED ON CERTIFICATE OF TITLE)

Lot/Parcel _____ Plan _____ Block _____ District Lot/Section _____

Range _____ Other Description _____

Street Address or General Location _____

Jurisdiction and Folio Number _____ (From Property Assessment/Tax Notice)

Parcel Identifier (PID) _____ - _____ - _____ (From Certificate of Title)

(1) **Applicant Submission Checklist. (Please see attached application checklist and be sure to include all required information with your application, and ensure your site plan is accurate and complete)**

(2) **Describe the current use(s) of the land and building(s) on the property.**

(3) **Describe the proposed development.**

(4) Contaminated Site Regulation

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for the properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulation*. Please indicate if the property has been used for commercial or industrial purposes: yes no

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

CERTIFICATION

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE

SIGNATURE OF APPLICANT

DATE

AUTHORIZATION

REQUIRED IF THE APPLICANT IS NOT THE REGISTERED OWNER (PLEASE LIST ALL OWNERS INDICATED ON CERTIFICATE OF TITLE. STRATA TITLED DEVELOPMENTS REQUIRE A WRITTEN ENDORSEMENT FROM STRATA COUNCILS)

I HEREBY CONSENT TO THE APPLICATION CONTAINED HEREIN

SIGNATURE OF OWNER

SIGNATURE OF OWNER

SIGNATURE OF OWNER

SIGNATURE OF OWNER

DATE

Freedom of Information and Protection of Privacy:

Personal information contained on this form is collected under the Local Government Act for the purpose of responding to this application, or for purposes directly connected with this application. Information on your application form is available to the public upon request under freedom of information legislation. Please contact the Chief Administrative Officer, Bowen Island Municipality, 981 Artisan Lane Bowen Island, B.C. V0N 1G2, if you have any questions regarding the collection of personal information on this form.

APPLICATION CHECKLIST FOR A DEVELOPMENT PERMIT APPLICATION (DP)

Please ensure that all of the information listed below is included in your application. Should you have any questions regarding submission requirements, please contact the Planning Department. **Staff will not begin processing your application until all required information has been provided.**

Land Title:

- recent **certificate of title** (within 90 days of receipt of application) for the subject property
- all **covenants, building schemes and easements** registered on title

Application Form:

- completed application form
- written authorization of **all** owners on the certificate of title

Site Plan (2 copies) showing: *(No larger than 11" x 17")*

- all uses**, existing and proposed, on the property, including buildings and structures
- dimensions and floor areas** of all existing and proposed buildings and structures
- setbacks** of existing and proposed buildings and structures on the property to property lines and the natural boundaries of the sea, lakes, wetlands and watercourses
- setbacks** of existing or proposed septic fields to natural boundaries of the sea, lakes, wetlands and watercourses and to wells that are on or within 50 metres of the property
- locations and dimensions** of parking areas, including stalls, driveways
- locations and dimensions** of all legal easements, covenant areas, and utility corridors
- north arrow, street names**

Watershed, Aquifer & Stream Protection Development Permit Area – Fish and Riparian Protection Areas – Water Resource Protection Areas

- Report from an environmental consultant

Detached Secondary Suite Development Permit:

- 2 copies of a **landscape plan** showing existing and proposed landscaping on the property.
- 2 copies of **elevation** drawing(s), noting all proposed alterations to building elevations
- 2 copies of proposed building **materials and colour scheme**

Village Revitalization and Village Periphery Development Permit Areas:

- 2 copies of a **landscape plan** showing existing and proposed landscaping on the property.
- 2 copies of a **parking plan** showing parking stalls, maneuvering aisles, accesses and exits
- 2 copies of **elevation** drawing(s), noting all proposed alterations to building elevations
- 2 copies of proposed building **materials and colour scheme**
- 2 copies of existing and proposed **signs**, incl. locations, dimensions, materials and colour scheme