

6. Attachments

The Director of Community Planning & Development may require you provide some or all of the following documents in support of your application. Please attach all documents which are checked as "required". Other information may also be requested.

Required Scaled plan of site showing detail of proposed development: Include buildings, structures, sidewalks, private parking lot layout and road access, free-standing signs and landscaping. Measurements should be in metres. Preferred size is 28cm x 43cm (11" x 17"), maximum size is 56cm x 86cm. Specify scale.

Required Elevation drawings for each facade of any proposed buildings or structures. Show proposed signs. Specify exterior finish materials and colours. Preferred size is 28cm x 43cm, maximum size is 56cm x 86cm. Include scale and north arrow.

Required Technical information and reports listed below.

Required Copy of (1) State of Title Certificate, or (2) Certificate of Indefeasible Title, for subject property. Copies are available from the BC Government Agent or Land Title Office and should be no more than thirty days old.

7. Declaration

a. Property Owner

Where the applicant(s) is/are not the registered property owner(s), the following statement must be signed by the registered owner(s) or the owner's(s) agent.

This application is made with my/our full knowledge and consent.

Name(s)	Date	
Mailing Address (incl Postal Code)	Authorized Signature(s)	
Phone	Email	Fax

b. Applicant

I/We declare that statements and information submitted in support of this application are, to the best of my/our knowledge, true and correct.

Signature(s)	Date	
Phone	Email	Fax

FOR OFFICE USE:

Yes No Application Details Attached?	\$50 Fee Paid (Date)	Initials of Official
Yes No Building Permit Required?	Yes No Bldg Permit Application Rcvd?	

Circulation: Building Eng. Fire Planning Design Panel DRA Adjacent Property Owners/Occupiers

Department Comment Required by: _____
 (Date)