



ZONING AMENDMENT – OCP AMENDMENT

Application Form

Application Fee: \$1,000.00

File No: RZ - _____

The processing of your application will be delayed if it is incomplete. Please ready your Rezoning guide before completing your application form and keep the Guide for your reference during the application process.

Description of Property

Lot/Parcel Section Plan District Lot Range

Street Address or General Location

Other Description

Parcel Identifier (PID) _____ - _____ - _____ (from Certificate of Title; eg. 001-234-567)

Applicant

Name _____ Phone (day) _____ (cell) _____ (fax) _____ Mailing Address _____

All the information in this application and in any attached material is accurate and true to the best of my knowledge except where I have noted

Signature

Date

Owner's Consent (if the applicant above is not the owner, complete the next section)

1. Name _____ Mailing Address _____

I authorize the applicant to represent this application. Signature _____

2. Name _____ Mailing Address _____

I authorize the applicant to represent this application. Signature _____

Personal information on this application form is collected under provisions of the Municipal Act for the purposes of responding to this application for purposes directly related to this application. Certain information on this application form will be available to the public, including by request under provisions of the Freedom of Information and Protection of Privacy Act.

1. Specify the current map designations on the property as shown on OCP Land Use Map 4.

2. Specify the current zoning on the property as shown on the Zoning Map.

3. Describe the current uses of the land and buildings on the property. Attach a detailed site plan that shows all the natural and developed features of the property, and the distances between these features and the lot lines. Features include sloped land, drainage patterns, cleared areas, etc.

4. Describe the proposed uses of the land and buildings, and submit 3 (three) sets of plans showing the location of any proposed buildings or structures, roads and access routes showing accurate dimensions of their size and distances between the proposed development and existing features, including lot lines. If required, show a site plan of adjacent properties and roads. If required, submit an elevation plan showing the side views of the proposed buildings.

5. Specify the proposed OCP map designations _____

6. Specify the proposed Zones _____

7. Describe any proposed amendments to the text of the OCP or the Zoning Bylaw.

Applicant _____

File No: RZ - _____

8. Does this rezoning application offer amenities as described in Appendix A of the OCP?

YES

NO

9. If yes, describe the amenities, their value and when and how they would be provided. Where possible, show the proposed amenities on a site plan with accurate dimensions.

MAIL OR DELIVER THE COMPLETED APPLICATION FORM, FEE, PLANS A RECENT CERTIFICATE OF TITLE TO THE MUNICIPAL OFFICE. THE FEE IS PAYABLE TO "DISTRICT OF HIGHLANDS".

PLANS MUST BE AT A SUITABLE SCALE FOR THE PROPERTY. AT LEAST ONE COPY OF ANY PLAN MUST BE NO LARGER THAN 11" X 17" AND MUST BE CAPABLE OF BEING PHOTOCOPIED IN BLACK AND WHITE.

DEVELOPMENT APPLICAT SIGNS

REZONING/ OCP AMENDMENT and SUBDIVISION

A proponent of a rezoning application and subdivision application will be required to post a sign on the land that is the subject of the application, to advertise the proposed development or subdivision.

1. **The sign shall be posted not less than five days prior to consideration by the Advisory Planning Commission, Select Committee, Committee of the Whole, or Council, as the case may be.**
2. **In the case of subdivision application, the applicant will be asked to post the sign within one week of the subdivision approving officer receiving the application.**
3. The sign shall remain posted until:
 - i. in case of rezoning application, after the public hearing; and
 - ii. in case of subdivision application, after final approval of subdivision.
4. Signs are to be easily visible from a vehicle and posted on the shoulder of each road fronting the property that is subject to the application.
5. The applicant shall deposit with the District \$50.00 for each sign, of which \$30.00 shall be returned to the applicant upon return of the sign in good condition.
6. The applicant shall maintain the sign(s) in good order and will undertake to return them to the District upon completion of the application.

File No. _____

Receipt No. _____

Type of Application:

_____ Rezoning/ OCP Amendment

_____ Subdivision

This Declaration confirms that I have received ____ sign (s) giving notice of this application.

Date: _____

Signature of Applicant

Date Returned: _____

Eligible Refund: _____

Signature of Official