



Planning & Development Application

RECEIPT

PLEASE DISCUSS ALL APPLICATIONS WITH THE COMMUNITY PLANNING & DEVELOPMENT SERVICES DEPARTMENT PRIOR TO SUBMISSION

Office Use Proof of Payment

DEVELOPMENT PERMIT

MINOR DEVELOPMENT PERMIT \$750.00	AMENDMENT, TIME EXTENSION TO MINOR DEVELOPMENT PERMIT \$200.00
MAJOR DEVELOPMENT PERMIT \$2000.00	AMENDMENT, TIME EXTENSION TO MAJOR DEVELOPMENT PERMIT \$1,000.00
PERMIT TO INCLUDE A VARIANCE, ADD \$500.00	LAND TITLE REGISTRATION \$30.00 + \$1.50 GST PER LOT = \$31.50
PERMIT TO INCLUDE GEOTECHNICAL / ENVIRONMENTAL ASSESSMENT, ADD \$500.00 FOR EACH ASSESSMENT	

VARIANCE APPLICATION

DEVELOPMENT VARIANCE PERMIT \$750.00	AMENDMENT TO EXISTING VARIANCE PERMIT \$500.00
TIME EXTENSION ON VARIANCE PERMIT \$200	BOARD OF VARIANCE \$500.00 + \$25 GST = \$525.00
LAND TITLE REGISTRATION \$30.00 + \$1.50 GST PER LOT = \$31.50	

OCP/ ZONING BYLAW AMENDMENT

OFFICIAL COMMUNITY PLAN \$2000.00 + \$500.00 Public Hearing Fee + \$125 GST = \$2,625.00	
ZONING BYLAW AMENDMENT \$2000.00 + \$500.00 Public Hearing Fee + \$125 GST = \$2,625.00	
OCP/ZON COMBINATION: \$3200.00 + \$500.00 Public Hearing Fee + \$185 GST = \$3,885.00	
PUBLIC HEARING FEE ON ALL APPLICATIONS OR FOR REVISED APPLICATION (by applicants) \$500.00 + \$25.00 GST = \$525.00	
TEMPORARY USE PERMIT \$1,500.00	TEMPORARY USE PERMIT RENEWAL \$1,500.00
LAND TITLE REGISTRATION \$30.00 + \$1.50 GST PER LOT = \$31.50	

SUBDIVISION / STRATA APPLICATION

OF LOTS TO BE CREATED _____

SUBDIVISION – SUB Fee Simple Base Fee - \$750.00 for application and 1 st new lot created + GST; + \$125.00 for each lot additional lot created +GST.	MINOR LOT LINE ADJUSTMENT – SUB Fee \$500.00 + \$25.00 GST = \$525.00
BARE LAND STRATA SUBDIVISION – STR Base Fee - \$750.00 for application and 1 st new lot created + GST; \$125.00 for each additional lot created +GST.	STRATA TITLE CONVERSION – SRC of existing buildings where no public hearing or circulation to other agencies is required. Fee \$750.00 + \$100.00 per unit + GST

SUBJECT PROPERTY INFORMATION

attach additional sheet if required

CIVIC ADDRESS(S) OF LOTS IN
THIS APPLICATION

LEGAL DESCRIPTION

REASON FOR APPLICATION

APPLICANT

I am the AGENT/ CONSULTANT (please fill out the Authorization and Appointment of Agent Form)

I am the OWNER of the Subject Property

REGISTERED OWNER(S) UNDER BRITISH COLUMBIA LAND TITLEPlease list names of ALL registered owners of the subject property along with **full mailing addresses and phone numbers**. Attach a separate sheet if required.

LAST NAME

FIRST NAME

COMPANY NAME (IF APPLICABLE)

ADDRESS

CITY

PROVINCE

POSTAL CODE

FAX

PRIMARY

PHONE

EMAIL

CELL

AUTHORIZATION – REGISTERED OWNER(S) – If Owner ApplyingI, _____ solemnly declare that I am the registered owner of the real property
(Owner of Property)described as _____
(Legal Description of Property)

and that I am registered as such in the Land Registry Office of Victoria, BC..I hereby declare that the foregoing information is true and proper and I make this declaration knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Owner 1

Owner 2

Signature of ALL Registered Owners
(attach separate sheet if required)**Date****Print Name**

AGENT OR CONSULTANT

LAST NAME	FIRST NAME
COMPANY NAME (IF APPLICABLE)	
ADDRESS	
CITY	
PROVINCE	POSTAL CODE
FAX	PRIMARY PHONE
EMAIL	CELL

AUTHORIZATION – AGENT OR CONSULTANT – If Agent Applying

Note: Where the applicant is NOT the property owner, the following certification must be signed by ALL REGISTERED OWNERS OR THEIR SOLICITORS

I, _____ solemnly declare that I am the AUTHORIZED AGENT FOR
 (Name of Agent/ Consultant, please print)

_____ who is the registered owner of the real property described as
 (Owner of Property)

(Legal Description of Property)

It is understood that until the City of Campbell River is advised in writing that I am no longer acting on behalf of the undersigned registered Owner(s). **The City shall deal exclusively with me with respect to all matters pertaining to the proposed application.** I hereby declare that the foregoing information is true and proper and I make this declaration knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Signature of Agent _____

	Owner 1	Owner 2
Signature of ALL Registered Owners	_____	_____
Date	_____	_____
Print Name	_____	_____

APPLICATION DETAILS (Office Use Only)

APPLICATION #		DATE RECEIVED	
PLANNER		CHECKED BY	

NOTE: The personal information collected on this form is collected for the purpose of an operating program or activity of the City of Campbell River as authorized by Section 26 (c) of the **Freedom of Information and Protection of Privacy Act**. All information collected with this form shall be disclosed to the public upon request. Copies of drawings submitted with this application become part of the local government’s records and therefore subject to the **Freedom of Information and Protection of Privacy Act**. If you have any questions about the collection and use of this information, please contact the Deputy City Clerk at (250) 286-5700.