

APPLICATION FOR OFFICIAL
COMMUNITY PLAN AMENDMENT



The Corporation of the City of Rossland

City of Rossland
1899 Columbia Avenue
Rossland, British Columbia

Application/File No. _____

The information requested in this form is required to expedite the application and assist the staff in preparing a recommendation.

This form is to be completed in full and submitted with all requested information and Application Fees. For Assistance, please refer to the Guide to Official Community Plan Amendments.

1. Applicant & Registered Owner

Applicant's Name: _____

Address: _____

City: _____ Postal Code: _____

Telephone: _____ Fax _____

Registered Owner's Name: _____

Address: _____

City: _____ Postal Code: _____

Telephone: _____ Fax _____

2. Subject Property

Legal Description in Full: _____

Location of Property (street address, general description or map): _____

Size of Property (area, number of parcels): _____

Present OCP Designation: _____

Description of the Existing Use/Development: _____

Proposed OCP Designation: _____

Description of Proposed Development: _____

Approximate Commencement Date of Proposed Project: _____

3. *Reasons and Comments in Support of the Application*
(Attach separate sheet if necessary)

4. *Attachments*

The Applicant shall submit the following plans and information at time of application:

- ❑ Proof of Ownership (a title search dated no more than 30 days prior to submission of the application);
- ❑ Written authorization from the registered property owners which allows the applicant to apply on behalf of the owner, if the applicant is not the registered owner;
- ❑ A dimensioned sketch plan drawn to a minimum scale of 1:1,000 showing the parcel or parcels to be redesignated and the location (dimensioned from property lines) of existing buildings, structures and any natural features on or adjacent to the property;
- ❑ A dimensioned site development plan drawn to a minimum of 1:1,000 showing proposed buildings, structures, vehicle access, parking layout (with individual parking stalls clearly indicated) and site landscaping;
- ❑ A contour map (plan) drawn to a minimum scale of 1:1,000 with a contour interval of one metre, if warranted by the topographic condition of the property;
- ❑ A dimensioned sketch plan drawn to a minimum of 1:1,000 of the proposed subdivision, where subdivision is contemplated (separate application required for subdivision);
- ❑ Copies of any previous studies or reports made on the subject property relating to its present condition and suitability for the proposed use/development, e.g. geotechnical reports, site contamination and remediation studies; and
- ❑ Completed Development Proposal Notice Form.

Note: In some circumstances, where a development proposal is relatively simple, the above requested information may be combined on one plan.

5. *Application Fee (GST Exempt Service – GST Reg. No. 103799000)*

An Application Fee of \$500 for the Official Community Plan Amendment, plus a refundable deposit of \$200 for the Development Proposal Notice, for a total of \$700, shall accompany the application. The application fee shall be made payable to the City of Rossland.

The fee for rezoning applications requiring Official Community Plan amendment shall be \$1,000 (\$500 shall be refunded if the Official Community Plan amendment fails).

6. Application

I, _____, am making an application pursuant to the *Local Government Act* for the above mentioned amendments to the City of Rossland Official Community Plan. To the best of my knowledge, the information in support of this application is accurate and complete.

This application is made with my full knowledge and consent.

_____ Date _____ Registered Owner's Signature

Where the Applicant is not the Registered Owner, the Application must include either the signature of the Registered Owner or a signed letter of authorization from the Registered Owner.

For Office Use Only

- ___ Application Form duly completed
- ___ Proof of ownership (title search) received
- ___ Attachments received
- ___ Application fee received
- ___ Application signed by Registered Owner or letter of authorization provided

_____ Date _____ Signature of Official

Comments: _____

