

Application for Amendment of Official Community Plan or Zoning Bylaw

This application form and accompanying checklist must be completed **in full** by the registered owner of the land or by the authorized agent acting on behalf thereof. This will assist the City in its processing of the application. PLEASE PRINT

Official Community Plan (OCP) Current Designation: Proposed Designation: or Proposed Text Change:	Zoning Bylaw Present Zoning: Proposed Zoning: or Proposed Text Change:		
Please provide proposed text change and explanation on separate page.	Please provide proposed text change and explanation on separate page.		
INFORMATION OF LAND AFFECTED B	BY THE PROPOSED AMENDMENT:		
Civic Address:			
Legal Description:			
Parcel Identifier Number (PID):			
Property Size:	(dimensions or area of parcel area)		
OCP Land Use Designation:			
Present Zoning:			
REGISTERED OWNERS:			
Registered Property Owner Name:	Day Time Telephone Number: Alternate Number (Cell / Pager):		
Mailing Address:	Fax Number:		
	Email Address:		
APPLICANT OR AUTHORIZED AGENT:			
Contact Name:	Day Time Telephone Number:		
	Alternate Number (Cell / Pager):		
Mailing Address:	Fax Number:		
	Email Address:		
Date Received: Da	te Deemed Complete:		
File No: 3360.20 Proposed Amendment Bylaw N	No.: City Official:Revised June 2020		

THE FOLLOWING MUST ACCOMPANY AN AMENDMENT APPLICATION TO BE DEEMED COMPLETE:					
	Application Form Completely filled out and including all supporting information. Any questions with regards to zoning or land use designation contact Planning Staff.		Payment of Fees Applicable OCP Amendment Zoning Bylaw Amendment Combined OCP & Zoning Amendment Site Profile (required for rezoning)	\$1200 \$1600	
	An accompanying letter with the following information clearly articulated: Describe Existing Use Describe Proposed Use and Development Reasons & Comments in Support of the Application Copy of Current Certificate of Title(s) for the lands involved Dated no more than 10 days prior to the date of application. Include copies of all Restrictive Covenants and Caveats. Letter of Authorization If any agent is making the application on behalf of the current property landowner, a letter from the property owner must authorize the amendment application, dated no more than 10 days prior to date of application. Land Owned by Numbered Companies If the owner of the land is registered as a numbered company, the names of the principals of the numbered company shall be supplied.		Proof of Submission of Related A (if required) □ ALR Application (Agricultural Land Commission) □ Site Profile (Ministry of Environmen) □ Controlled Access Permit (Ministry of Transportation) Miscellaneous Information Any other information deemed necess City, including but not limited to: □ Legal Survey Certificate May be required to confirm ladimensions, shape, size and location built structures and improvem survey shall be undertaken by a BC Surveyor. □ Color Photographs That provide a comprehensive visu of the entire site and adjacent prop □ Technical Documentation May be required to provide supp proposed Amendment Application.	t) sary by the and parcel ation of all ents. The registered ual account erties.	
Personal information contained on this form is collected under the <i>Local Government Act</i> and in accordance with the <i>Freedom of Information and Protection of Privacy Act</i> and will be used only for the purpose of processing the application. For questions or additional information pertaining to your personal information, contact City Hall at 250.426.4211.					
Please Note: The land owner in the process of submitting this application hereby recognizes and accepts that this material will become available to the public as part of the application, review and approval process. Land Owner's Initials					
	The applicant is advised to discuss the pro	pose	sed Amendment Application with City Sta	ff	
to clarify what additional information may be required.					
PLEASE NOTE: The City reserves the right to request additional information once they have reviewed the application.					
I/We hereby declare that the information contained herein is, to the best of my/our knowledge, factual and correct.					
_	Owner/Agent Name Signa	ature	e of Applicant Da	ate	
T			6-4211 WWW.CRANBRO 8-2726	OOK.CA	

(250) 426-4211 **WWW.C** (800) 728-2726 (250) 426-7264 40-10th Avenue South Cranbrook, BC V1C 2M8 Facsimile: Address: