

Please follow the instructions provided with each section to ensure that you have filled out this application form correctly. Full review and completion of this Development Application Form, along with associated Agent Authorization and Submission Requirement forms, is required to ensure that your application is complete. **Staff will only accept a full and complete application at time of formal submission.**

If you have questions at any time, or if you would like to schedule a pre-application meeting prior to application submission, please contact us at planning@whiterockcity.ca or at 604-541-2155 for assistance.

Section Overview

Section 1 – Type of Application

Section 2 – Site Description and Proposed Works

Section 3 – Provincial Requirements

Section 4 – Owner/Applicant Information

Section 5 – Reminder Checklist

Section 6 – Consent

Section 1 – Type of Application

Please check all development application types that apply to your proposal. For each type selected, please attach the corresponding form noted below. These forms are available at City Hall or on our website:

BYLAW AMENDMENT APPLICATIONS	Check/X
Official Community Plan Amendment - Form A	
Zoning Amendment - Form B	
Phased Development Agreement - Form B	
Land Use Contract – Discharge - Form B	
Land Use Contract – Amendment - Form B	

LAND USE PERMIT APPLICATIONS	Check/X
Development Variance Permit – Form C	
Temporary Use Permit – General – Form C	
Development Permit (Major) - Form D	
Development Permit (Minor)	
<ul style="list-style-type: none"> Environmental DP – Form E Form and Character DP (duplex/triplex, signage, etc) – Form F 	
Is this for a time extension/amendment?	

SUBDIVISION APPLICATIONS	Check/X
Fee Simple Subdivision - Form G	
Bare Land Strata Subdivision - Form G	
Lot Line Adjustment - Form G	
Air Space Parcel - Form G	
Phased Strata Development - Form G	
Strata Plan Amendment - Form G	
Strata Title Conversion - Form H	

MISCELLANEOUS APPLICATIONS	Check/X
Liquor/Cannabis License Referral - Council - Form I	
Liquor/Cannabis License Referral - Staff - Form I	
Request for Purchase of Municipal Right of Way - Form J	
Temporary Use Permit – Cannabis Store – Form K	

Is your application type missing? Please provide a description in the box to the right:	
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Section 2 – Site Description and Proposed Works

Please input an answer to the best of your ability in each applicable entry box below. If you require assistance, please do not hesitate to contact the Planning & Development Services Department.

Site Address(es)	
PID(s)	

Land Use Summary	Existing	Proposed
OCP Land Use Designation		
Development Permit Area(s)		
Zone		
Number of Lots		
Number of Dwelling Units		
Gross Floor Area Total (m ² or ft ²)		
Residential, Institutional and/or Commercial Floor Area (m ² or ft ²)		

Please provide a general description of your proposal below:

Section 3 – Provincial Requirements

Please read the instructions and check the applicable boxes below:

(This list is not exhaustive; other provincial regulations may apply)	Check or X		
	YES	NO	DO NOT KNOW
Has the subject site, currently or historically, been used for commercial or industrial purposes? If “Yes”, a Site Profile may be required, pursuant to the <i>Environmental Management Act</i> and the <i>Contaminated Sites Regulation</i> (Ministry of Environment).			
Are there archaeological sites or resources on the subject site(s)? If “Yes” or “Do Not Know”, you may be advised to contact the BC Archaeology Branch (Ministry of Forests, Lands, Natural Resources Operations, and Rural Development)			

Section 4 – Owner / Applicant Information

Please input the following information into each box as labelled and organized below:

	Registered Owner	Applicant (only if not the Owner)
Full Name / Organization		
Address		
City		
Postal Code		
Phone (Main)		
Phone (Cell)		
Fax		
E-mail		

Section 5 – Reminder Checklist

Before you continue any further, please ensure that you have completed the following items:

Checklist	Check/X
• Have you scheduled and completed a pre-application meeting?	
• Have you confirmed your additional submission requirements with Planning staff?	
• Have you completed and attached the applicable Submission Requirements Form(s)?	
• If applicable, have you completed and attached any required Agent Authorization Form(s)?	

Section 6 – Consent

Please read the following consent information fully. Please fill out and sign the following materials below to signify your consent for this application. **If this application is being represented by an Authorized Agent, then the Authorized Agent will only need to fill out the “Authorized Agent” section below and shall also proceed with the submission of a completed Agent Authorization Form:**

As the registered owner(s) / authorized agent, I/we hereby submit this application for the development of the subject site(s) and declare that the information submitted in support of this application is true and correct in all respects. Should there be a change in ownership, authorized agent, legal description, or development proposal while the application is pending, I/we will notify the Planning & Development Services Department in writing immediately to avoid any unnecessary delay in processing the application.

I/we further understand that the following total fee of is payable at time of application and may only be refunded in accordance with the provisions of the “City of White Rock Planning Procedures Bylaw, 2017, No. 2234”.

	Registered Owner	Registered Owner (if more than one)
Full Name		
Signature		
Date		

... OR ...

	Authorized Agent
Full Name	
Signature	
Date	