



REZONING/OCP APPLICATION FORM

**** Applicants are advised to consult with Planning Staff before submitting an application.**

This application is submitted for the following:

- Zoning Bylaw Amendment
- Official Community Plan Bylaw Amendment
- Covenant/Agreement Amendment

DESCRIPTION OF PROPERTY

Street Address: _____
 Legal Description: Lot ___ Block ___ Section ___ Plan _____ Except _____
 Property Size: _____

APPLICANT'S CONTACT INFORMATION - Please print clearly

Check if APPLICANT is the sole OWNER, if not complete *Owner's Authorization Form* - attached

Name			
Address	City	Province	Postal Code
Email	Tel	Cell	Fax

DESCRIPTION OF PROPOSED DEVELOPMENT/USE/AMENDMENT:(Attach a separate page if necessary)

PROPERTY DETAILS

Current Zoning: _____ Current OCP Designation: _____
 Adjacent Land Uses: N _____ S _____ E _____ W _____
 Proposed Zoning: _____ Proposed OCP Designation: _____
 Current Use: _____ Proposed Use: _____
 Within 800m of an intersection on Sooke Road or West Coast Road? _____

Other enactments of the District of Sooke, the Province of British Columbia and the Government of Canada may apply to development affected by this bylaw. Applicants should satisfy themselves that all regulatory requirements affecting their proposal are met.

FEES

	Application Fee	Fee per Public Hearing	Additional Fee Per m ² of Lot Area
All Single-Family Residential and Institutional Zones	\$2,000	+\$1,200	+\$0.05
All Agricultural, Forestry and Rural Zones	\$2,000	+\$1,200	+\$0.02 to a maximum of \$10,000
All Multiple-Family Residential, Commercial, Industrial and Comprehensive Development Zones	\$2,000	+\$1,200	+\$0.20
Official Community Plan or Zoning Bylaw text amendment	\$2,000	+\$1,200	n/a
Combined Official Community Plan Bylaw and Zoning Bylaw amendment	Total rezoning fees plus 50% of the OCP fees		
Sign Deposit	\$200.00		
Preparation of covenant or other legal document required under bylaw	+actual cost plus \$100 per document		
Covenant or legal document amendment	\$200.00 per document		

AUTHORIZATION

WASTE MANAGEMENT ACT: I, the applicant and/or owner, represent and warrant to the District of Sooke, knowing that the District of Sooke relies on this representation and warranty, that the property covered by this application has never, to the best of my knowledge having made due and diligent inquiry, been used for any purpose such that a site profile is required to be submitted under the British Columbia *Waste Management Act* and that the property is not contaminated or polluted in any way that would make it unlawful, unsafe or unsuited for the purpose for which it is to be used, including within the meaning of the British Columbia *Waste Management Act*.

I have read and agree to the above paragraph _____ (initial)

WAIVER AND INDEMNITY: I, the applicant and/or owner, assume all risks incidental to this application and agree to release, save harmless and indemnify the District of Sooke and its officials, agents, servants and representatives, from and against all claims, actions, costs, expenses and demands with respect to the death, injury, loss or damage to persons or property arising out of or in connection with this application. I agree to conform to all applicable bylaws. I understand that no warranty is implied for the approval of this application and that this waiver and indemnity is binding on me, my heirs, executors and assigns.

I have read and agree to the above paragraph _____ (initial)

The undersigned owner/authorized agent of the owner (**Owner's Authorization Form attached**) makes an application as specified herein, and declares that the information submitted in support of the application is true and correct in all respects.

Applicant's Signature

Date

Other enactments of the District of Sooke, the Province of British Columbia and the Government of Canada may apply to development affected by this bylaw. Applicants should satisfy themselves that all regulatory requirements affecting their proposal are met

FREEDOM OF INFORMATION NOTICE: Personal information contained on this form is collected under the *Freedom of Information and Protection of Privacy Act* and will be used for the purpose of processing this application and for municipal statistics. Enquiries about the collection or use of information on this form may be directed to the Deputy Clerk.

INFORMATION REQUIREMENTS

Required	May be Required by District Staff
<p>A. STATE OF TITLE CERTIFICATE – Dated within 30 days of the application and include copies of all non-financial charges on title (ie. covenants, easements, right-of-ways, etc.).</p> <p>B. SITE PLAN – Three copies drawn to scale (metric), and one reduced 8.5” x 11” Site Plan, showing:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Civic address and legal description <input type="checkbox"/> Lot area <input type="checkbox"/> Roads and access locations <input type="checkbox"/> Existing buildings and structures with dimensions and setbacks <input type="checkbox"/> Existing utility locations <input type="checkbox"/> Location of watercourses, steep slopes, and statutory right of way <input type="checkbox"/> Concept plan <input type="checkbox"/> Scale bar and north arrow <p>C. REZONING RATIONALE– a written explanation that must include</p> <ol style="list-style-type: none"> (1) description of the surrounding area (2) purpose of rezoning and (3) how the application relates to the goals and objectives of the Official Community Plan 	<ul style="list-style-type: none"> <input type="checkbox"/> Neighbourhood Area Plan <input type="checkbox"/> Archaeology Study <input type="checkbox"/> Traffic Study <input type="checkbox"/> Environmental Assessment <input type="checkbox"/> Contour Plan <input type="checkbox"/> Rainwater Management Plan <input type="checkbox"/> Riparian Area Assessment Report <input type="checkbox"/> Geotechnical Assessment <input type="checkbox"/> Sewer Servicing Report <input type="checkbox"/> Tree Management Plan <input type="checkbox"/> Wildfire Hazard Assessment <input type="checkbox"/> Landscape Plan <input type="checkbox"/> Other reports or assessments necessary to evaluate the Zoning Bylaw Amendment and/or OCP Bylaw Amendment.

NOTICE SIGN REQUIREMENTS

1. The applicant must deposit \$200.00 with the District of Sooke for each notice sign at the time of application.
2. The notice sign(s) will be provided by the District of Sooke.
3. The applicant must prominently post a notice sign(s) in location where they are legible on each street frontage on the land that is subject of the application.
5. Notice sign(s) must not be obstructed from view.
6. The applicant must notify the Planning Department once signs are posted.
7. The sign(s) must be posted within 24 hours of the application being filed with the District.
8. The sign(s) must remain posted until the date adoption or date of refusal of the bylaw.
9. The applicant must maintain the sign(s) in good order and must return the sign(s) to the District of Sooke in good condition within 30 days of completion of the application at which time the deposit will be refunded without interest, otherwise the deposit will be forfeited.

OWNER'S AUTHORIZATION FORM

All property owners registered on the Certificate of Title must provide written approval to allow the APPLICANT to act on their behalf.

_____, is hereby authorized to act as my agent for the purpose of _____, located at:

Street Address: _____

Legal Description: Lot ___ Block ___ Section ___ Plan _____ Except _____

REGISTERED OWNER 1

Name of Registered Owner: _____

Signature of Registered Owner: _____

Date: _____

REGISTERED OWNER 2

Name of Registered Owner: _____

Signature of Registered Owner: _____

Date: _____

REGISTERED OWNER 3

Name of Registered Owner: _____

Signature of Registered Owner: _____

Date: _____

REGISTERED OWNER 4

Name of Registered Owner: _____

Signature of Registered Owner: _____

Date: _____

Other enactments of the District of Sooke, the Province of British Columbia and the Government of Canada may apply to development affected by this bylaw. Applicants should satisfy themselves that all regulatory requirements affecting their proposal are met.