

DEVELOPMENT VARIANCE PERMIT APPLICATION

DATE SUBMITTED:

*Incomplete applications will not be accepted and will be returned with
a summary of missing information.*

Relevant documents and plans must be sealed by the appropriate professionals, if applicable.

BEFORE SUBMITTING YOUR APPLICATION, NOTE THE FOLLOWING:

1. Incomplete applications will be returned to the applicant;
2. It is the applicant's responsibility to be familiar and knowledgeable of all requirements, policies, and applicable bylaws of the Town of Qualicum Beach, and to clearly represent how the application conforms to these requirements, policies, and bylaws before the application will be accepted;
3. The co-ordinating professional must ensure that the submissions, including all plans are internally consistent. Plans that are not internally consistent will be returned to the co-ordinating professional with no further review;
4. Applications that are inactive for a period of 6 months or more may be closed at the discretion of the Town;
5. The Town may distribute and publicize a report containing development approval information pertaining to this application.

APPLICATION AND PAYMENT MUST BE SUBMITTED TOGETHER, BY ONE OF THE FOLLOWING METHODS:

IN PERSON: #201-660 Primrose Street, Qualicum Beach, BC - 9:00 am to 4:00 pm, Monday to Friday.

MAIL: Town of Qualicum Beach, PO Box 130, Qualicum Beach, BC V9K 1S7

OWNER 1 INFORMATION

Owner's Name		Street Address	
City / Town		Postal Code	
Phone		Email	

OWNER 2 INFORMATION

Owner's Name		Street Address	
City / Town		Postal Code	
Phone		Email	

APPLICANT INFORMATION

Authorized Agent Name		Street Address	
City / Town		Postal Code	
Phone		Email	

DESCRIPTION OF PROPERTY	
Civic Address of Property	Legal Description
	PID:
PROJECT DESCRIPTION	
☐ Completed Project Information Table Template (attach to Application) ☐ Completed Development Rationale Report (attach to Application)	
SITE & BUILDING INFORMATION	
Current OCP Designation	Current Zoning
Proposed Gross Floor Area	Lot Coverage (Including Building Coverage)

VARIANCE(S) REQUESTED	FROM	TO
<i>Setbacks</i> ☐ Front ☐ Rear ☐ ____ Side Lot Line ☐ ____ Side Lot Line ☐ Total Side Lot Lines		
☐ Building Height		
☐ Roof Height		
☐ Occupiable Height		
☐ Open Site Space (%)		
☐ Space Between Buildings		
☐ Front/Rear Paved Surface		
☐ Number of Storeys		
☐ Number of Units		
☐ Parking Stalls		
☐ Tree Protection Requirements		
☐ Landscape Requirements		
☐ Servicing Requirements in agricultural and industrial zones		
☐ Requirements for additions or the reconstruction of a legal non-conforming use after damage or destruction		
☐ Mobile home siting		
☐ Other, please specify		

SIGNATURE	
I / we hereby declare that all of the above statements and the information and material submitted in support of this Development Permit are, to the best of my / our knowledge, true and correct in all aspects.	
Owner 1	Name
Date	Signature
Owner 2	Name
Date	Signature
Applicant	Name
Date	Signature

Development permits shall lapse if construction has not commenced within 2 years from the date of issuance of the permit.

Extensions may be considered to development permits subject to the payment of a renewal fee equal to fifty percent (50%) of the total original fees provided the application for extension is made prior to the permit lapsing. The length of time of any extension that may be granted will be at the discretion of the Town but may not exceed an additional two years.

Reapplication for an amendment or a permit that has been refused by the Council will not be considered within a six (6) month period immediately following the date of refusal.

APPLICATION FEES	
Development Variance Permit Application	\$1,500

Personal information on this form is collected under the guidelines of the Freedom of Information and Protection of Privacy Act ("FIPPA") and will only be used for the purpose of administering the Development Variance Permit Application. Questions about this collection can be directed to the Corporate Administrator, Box 130, Qualicum Beach, BC or at 250-752-6921.