



# LAND DEVELOPMENT APPLICATION FORM

New Application ☐

Revised Application ☐

File No. \_\_\_\_\_

I/We, the undersigned hereby make an Application to the Village of Harrison Hot Springs: (Agent or Owner – if agent, letter of authorization from the owner is required)	
Name:	Telephone:
Mailing Address:	
Email address:	
<b>PROPERTY INFORMATION</b>	
Civic address of site under review:	
Lot(s):	Plan:
Roll No.:	PID:
Current OCP designation:	Current Zoning:
Proposed use:	

**Fill in the section that is applicable to your requirements.**

<b>REZONING</b>
The rezoning of the property, or portion thereof, from the current zoning use of _____ to _____.
<b>OFFICIAL COMMUNITY PLAN</b>
The re-designation of the property, or portion thereof, from the current Official Community Plan designation of _____ to _____.
An amendment to the text of Section _____ of Bylaw No. _____.
<b>PERMITS/OTHER</b>
The issuance of any one of the following permits:  <input type="checkbox"/> Development Permit <input type="checkbox"/> Temporary Use Permit <input type="checkbox"/> Development Variance Permit  <input type="checkbox"/> New <input type="checkbox"/> Renewal Variance from _____ to _____.

Explain why you need this variance:

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Other:

☐ Building Conversion Strata

**REVISED APPLICATION ONLY**

Additional information that has been provided includes:

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**Complete the following sections in full.**

**PROPOSAL SUMMARY**

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**DESCRIPTION OF EXISTING USE AND CURRENT STRUCTURES/BUILDINGS ON THE PARCEL OF LAND**

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**OTHER INFORMATION**

Current size of subject parcel of land (Ha):

Size of the proposed rezoning or re-designated area:

<b>SERVICES</b>
Existing access and exit (egress) points in place: <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Water Supply</b> Type: <input type="checkbox"/> Community Water Line <input type="checkbox"/> Well  If you are hooking into a community water line how far is the line to your parcel of land: _____
<b>Hydro</b> Existing <input type="checkbox"/> Yes <input type="checkbox"/> No Has your application been approved by the appropriate authority <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Gas</b> Existing <input type="checkbox"/> Yes <input type="checkbox"/> No Has your application been approved by the appropriate authority <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

**Has all required information been provided?** ☐ Yes    ☐ No

If no, what is missing:

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### **Required information for Part 14 Applications**

1. A recent Certificate of Title dated within the last 30 days and includes copies of any interests or charges registered against this parcel of land.
2. If applicable a site plan – drawn at a scale of 1:2000, showing the following;
  - Contour lines
  - Any environmentally sensitive areas
  - The proposed building site or sites
  - The ingress and egress points
  - Any proposed landscaping plans, parking spaces or open areas
  - The current and proposed water and sewer servicing points
  - The location of any applicable Development Permit area(s)
  - The location of any steep banks, foreshore areas, water courses, easements, or rights-of-ways
3. A letter signed by the landowner(s) authorizing you to be their agent for this project, if applicable

### **Required information for Building Conversion Strata Applications**

1. A recent Certificate of Title dated within the last 30 days and includes copies of any interests or charges registered against this parcel of land.
2. If applicable a site plan – drawn at a scale of 1:2000, showing the following;
  - Contour lines
  - Any environmentally sensitive areas

- The proposed building site or sites
  - The ingress and egress points
  - Any proposed landscaping plans, parking spaces or open areas
  - The current and proposed water and sewer servicing points
  - The location of any applicable Development Permit area(s)
  - The location of any steep banks, foreshore areas, water courses, easements, or rights-of-ways
3. A letter signed by the landowner(s) authorizing you to be their agent for this project, if applicable
  4. The number of dwelling units being converted into strata ownership and how many current tenants are remaining as owners
  5. A copy of a plan to house the current occupiers who will not become owners

**Contaminated Site**

I, the Applicant and/or owner represent to the Village of Harrison Hot Springs, knowing that the Village of Harrison Hot Springs relies on this representation and warranty, that the property covered by this Application, has never to the best of my knowledge having done due and diligent inquiry, 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 intended to be used.

I have read and agree with the above paragraph \_\_\_\_\_(initial)

**Waiver and Indemnity**

I the Applicant and /or owner assume all risks incidental to or that may arise as a result of the of this Application and agree to save harmless and indemnify the Village of Harrison Hot Springs and its officials, agents, servants and representatives from and against all claims, actions, costs, expenses and demands with respect to 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. Any required remediation is at the Applicant's expense.

I have read and agree with the above paragraph \_\_\_\_\_(initial)

**For greater certainty**, the Applicant is solely responsible for all costs associated with the information requirements for the Application, including any reports of any Registered Professionals

I have read and agree with the above paragraph \_\_\_\_\_(initial)

**Registered landowner's signature (if more than one owner a letter of support from all owners will be required or all owners must sign the Application)**

**(This Application may be signed by an authorized agent)**

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**OFFICE USE ONLY**

Date received:	Fees paid <input type="checkbox"/> Yes <input type="checkbox"/> No	Amount paid:
Information as required by the Village of Harrison Hot Springs Development Procedures Bylaw has been included to date <input type="checkbox"/> Yes <input type="checkbox"/> No		
The Landowner's Acknowledgement Letter has been signed <input type="checkbox"/> Yes <input type="checkbox"/> No		
		_____ Staff Signature



## ACKNOWLEDGEMENT LETTER

### VILLAGE OF HARRISON HOT SPRINGS ACKNOWLEDGEMENT OF LANDOWNER

I acknowledge that the Landowner of the land for which this development approval is issued is solely responsible for carrying out the work authorized by this development approval in accordance with the Village of Harrison Hot Springs Development Procedures Bylaw and other applicable bylaws.

I acknowledge that the Landowner of the Parcel of Land is also solely responsible for determining whether the work authorized by this development approval contravenes any covenant, easement, right of way, building scheme or other restriction affecting the building site, and whether the work requires the involvement of an architect under the Architects Act or an engineer or geoscientists under the Engineers and Geoscientists Act or other Registered Professional.

I acknowledge that the Village of Harrison Hot Springs provides a review service in relation to land development matters and does not, by accepting or reviewing plans or specifications, or issuing development approval(s), make any representation or give any assurance that the development, construction or use authorized by the development approval complies in every or any respect with the bylaws of the Village of Harrison Hot Springs.

If the Village of Harrison Hot Springs has so indicated, I acknowledge that the Village of Harrison Hot Springs has issued the development approval in reliance on the certification of a Registered Professional, engaged by me to provide such certification, and that the plans for the work authorized by the development approval have been accordingly reduced. I acknowledge that the Village of Harrison Hot Springs, by issuing this development approval, relies solely on the certification and makes no representation to me or any other person that the plans comply with the Village of Harrison Hot Springs bylaws or any other applicable bylaw.

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Name of Landowner

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Signature of Landowner or Authorized Agent (I have the authority to bind the Landowner)

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Date of Acknowledgement