



Official Community Plan Amendment Application

Village of Burns Lake Zoning Bylaw No. 880, 2008

THE VILLAGE OF BURNS LAKE
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OFFICE USE ONLY – Attach Tax Certificate

Fee Paid: _____ Receipt No: _____ Development permit area: _____ Date: _____

NOTE TO APPLICANT: The processing of your application will be delayed if it is incomplete. Applicants are encouraged to speak with Village staff prior to application submission.

Please mail or deliver the completed application form, fees, plans and supporting material to the Village of Burns Lake office. The fee is payable to the Village of Burns Lake.

SECTION 1: DESCRIPTION OF PROPERTY

Lot/Parcel _____ Plan _____ District Lot _____ Range _____
Civic Address of Property _____
Other description _____
Current Land Use/Zoning _____
Folio Number _____ (From Property Assessment/Tax Notice)
Parcel Identifier (PID) ____ - ____ - ____

SECTION 2: OWNER INFORMATION (Add additional page if more than one owner)

Name Street Address

Mailing Address Postal Code

Telephone Fax Email

SECTION 3: APPLICANT INFORMATION (if different than owner)

Name Street Address

Mailing Address Postal Code

Telephone Fax Email



SECTION 4: OFFICIAL COMMUNITY PLAN AMENDMENT REQUESTED:

Please describe the current use of the land and buildings on the property as well as the proposed use, clearly indicating why the current OCP does not meet your needs.

If the space provided above is insufficient, please attach additional information.

SECTION 5: SITE PLANS (if applicable):

Please attach a detailed Site Plan that shows all natural and developed features of the property, and the distance between these features and the lot lines. Show the location of any proposed, building, structures and land clearing showing accurate dimensions of their size and the distances between the proposed development and existing features, including lot lines. You may be required to submit an elevation and side view of the proposed development.

SECTION 6: APPLICANT COMPLETION CHECKLIST

- I have completed all sections of this application form
- I have included detailed site plans and drawings as required in Section 5 of this application form
- All owners listed on the title have signed the application
- I have included the correct fee (\$825)

IMPORTANT: Your application will not be considered complete unless it contains all of the information above

SECTION 7: OWNER'S CONSENT AND AUTHORIZATION

(The signature of all registered owners if required)

In order to assist the Village of Burns Lake in the review and evaluation of my application, by signing below, I authorize the staff assigned to this application to enter onto the land at reasonable times, after making reasonable efforts to schedule a convenient time for such a visit, to inspect the land. I acknowledge, a right, if a convenient time can be scheduled, to accompany the Village staff member on the site visit.

By signing below, I authorize the Applicant named in Section 3 of this application to represent this application:

First Consent and Authorization

Second Consent and Authorization

Consent and Authorization Signature

Print Name

Date

Consent and Authorization Signature

Print Name

Date