



**Development Service Department** 

10105 – 12A St, Dawson Creek, V1G 3V7 tel 250-784-3600 fax: 250-782-3352 www.dawsoncreek.ca

	<b>irements</b> - Consult with staff to determine non-applicable (N/A) items. may be requested during application review.	Comments
Application Form	A Development Permit Application Form must be completed	
	and signed at time of submission. Refer to our fees schedule	
Application Fee	An application fee is due at time of submission	
Title Search	<ul> <li>Copy of current title search from the Land Title Office for each parcel involved in the proposal (include Legal description and Property Identifier)</li> <li>All easements, right-of-way's, building schemes, and covenants registered to the title.</li> </ul>	
Site profile	A stage 1 Preliminary Site Investigation, site profiles are required	
Photos	Pre-construction digital photos of site and surrounding context	
Drawing Require One hard copy set (11"	ments x 17" and stapled ) and one digital set (emailed or USB)	
Cover Sheet with	Total site area and site coverage	
Project Statistics	Net and gross floor area by use	
(Data Sheet)	Building Height(s) Setbacks: front yard, rear yard and side yards (permitted + proposed)	
	Number of parking, loading and bicycle parking spaces	
	(permitted + proposed)	
	Number of dwelling units, unit sizes, bedrooms per unit + CRUs	
	Floor space ratio permitted and proposed	
	Summary of floor areas by level and exclusions (residential projects)	
Context Plan	Plan showing the relationship of the proposed buildings to surrounding developments at front, rear and sides	
Site plan	<ul> <li>Address (if available)</li> <li>Street name(s)</li> <li>Dimensions of site</li> <li>Location and dimensions of all buildings with north arrow</li> <li>Required yard, setbacks and building lines</li> <li>Size and location of all off street parking and loading</li> <li>Access to parking and loading</li> <li>Location of utility connections</li> <li>Existing and finished grade levels</li> <li>Treatment of open areas, courtyards, pedestrian areas, etc.</li> <li>Location of garbage facilities</li> <li>Location of fire hydrants and their distance from the subject site</li> <li>Fire access routes or lanes</li> <li>Area of proposed work if adding to an existing building (highlight)</li> <li>Variance requested clearly identified and dimensioned.</li> </ul>	

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Drawing Requirements (Continued)		Comments
Current Certified Survey Plan	<ul> <li>PID</li> <li>Legal Description</li> <li>Street address, street name(s) and location</li> <li>Dimensions of site and site area, including north arrow</li> <li>Location and dimensions of all existing buildings on the site</li> <li>Ultimate property line (where lane "dedications" are required, setbacks must be measured from the dedication line)</li> <li>Lane dedications, registered easements, encroachments and right-of-way's must be indicated on the surveys</li> <li>Location of existing street crossings</li> <li>Existing grades at each of the four corners of the site</li> <li>Existing grades at each corner of the existing and/or proposed principle building envelope</li> </ul>	
Floor Plans	<ul><li>All storeys including all levels of underground parking</li><li>All door, window and skylight locations</li></ul>	
Building Elevations	<ul> <li>Elevation of front, rear, two sides and courtyard (if applicable)</li> <li>Floor levels and height above and below finished grades</li> <li>Exterior finishing details and materials</li> <li>Elevation on each floor level, peak of pitched roof or parapet wall of flat roof</li> <li>Door and window details and sizes</li> <li>Accessory building details</li> <li>Sign location</li> </ul>	

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# **Development Application**

Application Type	
Development Permit	Development Variance Permit
Board of Variance	Temporary Use Permit
Zoning Bylaw Amendment	Official Community Plan Amendment
Subdivision	Strata Title Conversion
Phased Strata Plan	Flood Control Exemption

Property Information	
Civic Address	PID
Legal Description	

Owner Information	
Name	Company
Address	City
Email	Postal Code
Phone	Fax

Primary Contact	
Name	Company
Address	City
Email	Postal Code
Phone	Fax

Proposal Description	



Owner's Signature

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Justification & Support		
paper with a minimum scale of 1 documents. Please see the approximation requirements.  Any personal information provide Local Government Act and the by those enactments. Questions about Information Officer.  The undersigned confirms that	1000. Provide one physical coopriate development applicated in this application is collected as of the City of Dawson (but the collection of information are the owner(s) of the stact to make all required decorporate to make all required decorporate the collection of the stact to make all required decorporate to the contract to	and drawings should be on tabloid sized opy and one digital copy of all supporting ation checklist for more information or ted for the purpose of administering the Creek and is kept under the authority of the cion may be directed to the Freedom of the property or properties, authorizes the cisions in regards to this application, and the cation is true and correct.
Owner's Signature		Date
Owner's Signature		Date

Date