

DEVELOPMENT APPLICATION FORM

YEAR _____

DEVELOPMENT APPLICATION TYPE _____

Freedom of Information and Protection of Privacy Act: personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act section 26(c) and will be used for the purpose of processing your development application. If you have any questions about the collection and use of this information please contact Legislative Services, Records and Information Management Coordinator at 604-921-3497, District of West Vancouver, 750 17th Street, West Vancouver, BC V7V 3T3

Applicant(s) Name:

Applicant(s) Address:

Owner(s) of Property:

Legal Description of Property:

PID No.: _____

Street Address of Property:

Owner Contact Information:

Cell: _____

Office: _____

Home: _____

Email: _____

The undersigned wish to make the above-noted application to the Planning Department and agree to pay any additional cost incurred in processing the application.

Signature of Owner/Agent (Title) _____

Date: _____

ATTACHMENTS:

- ____ (1) Authorization of owner(s) of Property to proceed with application, if applicable. AUTHORIZATION OF ALL OWNERS IS REQUIRED.
- ____ (2) Explanation of:
 - a) compliance with current zoning and proposed deviation, if applicable
 - b) type of development and/or land use proposed
 - c) community / neighbourhood benefit and impact of proposal
- ____ (3) Digital drawings (PDF format, high resolution correctly scaled, no document restrictions or passwords)
- ____ (4) Completed Planning Department Submission Checklist
- ____ (5) Fees \$ _____

CONFIRMATION OF EXISTING AND PREVIOUS LAND USE

Site disclosure form required ____ Yes or ____ No

TYPE OF DEVELOPMENT APPLICATIONS (please check):

- ____ OCP Amendment, Rezoning & DP
- ____ Rezoning & Development Permit
- ____ Major Development Permit
- ____ Development Permit Exemption or ____ Minor DP
- ____ DP for Detached Secondary Suite (Coach House)
- ____ Development Variance Permit
- ____ Temporary Use Permit
- ____ Heritage Revitalization Agreement
- ____ Heritage Alteration Permit
- ____ Heritage Alteration Permit in Lower Caulfeild Heritage Conservation Area
- ____ Other _____

HOUSING FORM

The below information is mandatory for all development permit applications where new residential dwelling units are proposed. The District of West Vancouver is required to collect housing unit counts by the Province of British Columbia under the *Housing Supply Act*. For more information, please visit the BC Provincial website: <https://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments-and-housing/housing-targets>. For questions regarding housing forms, contact the Planning department via housing@westvancouver.ca.

1. Are there EXISTING residential dwelling units that will be DEMOLISHED?

Yes – Complete below No

| Structure Type | |
|---|-------------|
| <input type="checkbox"/> Single Family | _____ units |
| <input type="checkbox"/> Duplex | _____ units |
| <input type="checkbox"/> Secondary Suite | _____ units |
| <input type="checkbox"/> Detached Secondary Suite (DSS) | _____ units |
| <input type="checkbox"/> Ground-Oriented | _____ units |
| <input type="checkbox"/> Apartment | _____ units |

| Bedroom Size per Unit | |
|-----------------------|---|
| Studio | _____ units <input type="checkbox"/> None |
| 1 Bedroom | _____ units <input type="checkbox"/> None |
| 2 Bedroom | _____ units <input type="checkbox"/> None |
| 3 Bedroom | _____ units <input type="checkbox"/> None |
| 4+ Bedroom | _____ units <input type="checkbox"/> None |

2. Are there proposed NEW Single Family, Duplex, Secondary Suites or Detached Secondary Suites (DSS)?

Yes - Provide total number of units by structure type below No

| | | | | | |
|--|--------------|-----------------|-----------------|-----------------|-----------------|
| <input type="checkbox"/> Single Family | _____ studio | _____ 1-bedroom | _____ 2-bedroom | _____ 3-bedroom | _____ 4+bedroom |
| <input type="checkbox"/> Duplex | _____ studio | _____ 1-bedroom | _____ 2-bedroom | _____ 3-bedroom | _____ 4+bedroom |
| <input type="checkbox"/> Secondary Suite | _____ studio | _____ 1-bedroom | _____ 2-bedroom | _____ 3-bedroom | _____ 4+bedroom |
| <input type="checkbox"/> DSS | _____ studio | _____ 1-bedroom | _____ 2-bedroom | _____ 3-bedroom | _____ 4+bedroom |

3. Are there proposed NEW Multi-Family or Mixed-Use residential units?

Yes - Complete table below No - Proceed to Applicant Declaration (Page 3)

| Structure & Bedroom Size | | Total Number of NEW Units by Tenure (see definitions on pg. 4) | | | | | | |
|--------------------------|-----------------|--|-------|---------------|-------------------|---------------------|---|---------------|
| | | None | Owned | Market Rental | Non-Market Rental | Below-Market Rental | Below-Market Rental with On-Site Supports | Co-op Housing |
| Structure Type | Ground-Oriented | <input type="checkbox"/> | | | | | | |
| | Apartment | <input type="checkbox"/> | | | | | | |
| Bedroom Size | Studio | <input type="checkbox"/> | | | | | | |
| | 1-Bedroom | <input type="checkbox"/> | | | | | | |
| | 2-Bedroom | <input type="checkbox"/> | | | | | | |
| | 3-Bedroom | <input type="checkbox"/> | | | | | | |
| | 4+ Bedroom | <input type="checkbox"/> | | | | | | |

To: The Director of Planning & Development Services

I/We, _____ (the "Owner"), own:

Civic Address, P.I.D. and Legal Description (Add separate sheet if more than one property)

I/WE CONFIRM THE APPOINTMENT OF:

Name

Mailing address

Telephone number

Email address

AS MY/OUR AGENT with respect to the above described lands and my/our application(s) for:

- | | |
|--|--|
| <input type="checkbox"/> Development Permit (Major) or DP (Minor) | <input type="checkbox"/> Official Community Plan Amendment |
| <input type="checkbox"/> Development Permit/Detached Secondary Suite | <input type="checkbox"/> Rezoning (REZ) & DP |
| <input type="checkbox"/> Development Permit (Exemption) | <input type="checkbox"/> Temporary Use Permit (TUP) |
| <input type="checkbox"/> Heritage Alteration Permit (HAP) | <input type="checkbox"/> Development Variance Permit (DVP) |
| <input type="checkbox"/> Heritage Revitalization Agreement (HRA) | |

It is understood and agreed that:

1. the District of West Vancouver shall deal solely and exclusively with my/our above-noted agent with respect to all matters pertaining to the Development Application and is under no obligation to communicate with me/us on matters pertaining to the Development Application that are specifically excluded from my/our agent's authority as noted below;
2. unless otherwise noted below, the above-noted agent has authority to make the Development Application on my/our behalf and to act on my/our behalf in relation to all matters pertaining to the Development Application; and
3. a written letter from the Owner is required to cancel this appointment.

MY AGENT **DOES NOT** HAVE AUTHORITY TO:

I/We hereby agree that all information, including personal information, contained in this document and in the Development Application may be made available to the public.

| | |
|---|---|
| (1) Registered Owner Name (PLEASE PRINT): | (2) Registered Owner Name (PLEASE PRINT): |
| Signature: | Signature: |
| Date signed: | Date signed: |
| Phone: | Phone: |
| Email: | Email: |

Note: All Registered Owners must sign. For corporate ownership, a Corporate Search must be submitted showing proof of signing authority. Strata Council Members may submit AGM minutes identifying elected Council Members.

DEFINITIONS

For Housing Form

Definitions:

Dwelling, Single Family: a building designed for use exclusively as a principal dwelling unit and includes a secondary suite and other accessory uses.

Secondary Suite: a dwelling unit accessory to a principal dwelling, either located within or abutting to the principal building.

Detached Secondary Suite (DSS, or Coach House): a self-contained, detached dwelling unit accessory to a single family dwelling, or a duplex dwelling where permitted.

Dwelling, Duplex: a building designed, constructed and occupied or intended to be occupied as two separate dwelling units structurally adjoined side-by-side or one above the other and includes secondary suites and other accessory uses.

Dwelling, Ground-Oriented: two or more principal dwellings and/or principal residential buildings – such as triplexes, multiplexes, rowhouses, and townhouses, each with access to the street, lane or site without the use of common, enclosed stairwells or corridors – that may be on a single lot or subdivided into separate lots.

Building, Apartment: a building, except as otherwise defined herein, containing three or more dwelling units in separate, multiple storeys, but does not include: (a) townhouses; or (b) dwellings over commercial premises.

Market Rental Units are units rented at market rate (i.e., without any legal restrictions binding the rental unit to a certain level of rent).

Non-Market Rental Units are units with a legal obligation (i.e., housing agreement, zoning) to be rented at a non-market rate.

Below-Market Rental Units are units rented at or below 30% of the local Housing Income Limits (HIL) per unit size (please refer to most recent BC Housing HIL levels published for Vancouver).

Below-Market Rental Units with On-Site Supports are units rented at the Income Assistance Shelter rate providing permanent housing and on-site supports for people to transition out of homelessness.

Co-op Housing: also known as housing co-operative, means housing provided to members of an organization incorporated under the Cooperative Association Act, and includes non-profit housing co-operatives and equity co-operatives.