



REGIONAL DISTRICT  
OF BULKLEY & NECHAKO

# APPLICATION FOR AMENDMENT TO A PLAN OR BYLAW, PERMIT OR FLOODPLAIN EXEMPTION

## Regional District of Bulkley-Nechako PLANNING DEPARTMENT

37 – 3<sup>RD</sup> AVENUE  
P.O. BOX 820  
BURNS LAKE, BRITISH COLUMBIA  
VOJ 1E0

PHONE (250) 692-3195  
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“A WORLD OF OPPORTUNITIES  
WITHIN OUR REGION”



## APPLICATION FOR AMENDMENT TO A PLAN, BYLAW, PERMIT, OR FLOODPLAN EXEMPTION

This application is to be completed in full and submitted with all required information to the Regional District of Bulkley Nechako, PO Box 820, Burns Lake, BC V0J 1E0.

PLEASE PRINT CLEARLY

Property Owner's Name	Authorized Agent of Owner
Address of Owner	Address of Agent
City / Town/ Village	City / Town/ Village
Postal Code	Postal Code
Telephone Number	Telephone Number
E-Mail Address	E-Mail Address

As owner(s) of the land described in this package, I/we hereby authorize \_\_\_\_\_  
\_\_\_\_\_ to act as agent in regard to this application for amendment to a plan or bylaw.

Owners' Signature(s):

\_\_\_\_\_

\_\_\_\_\_

**Note:** Where an agent is submitting the application, the authorization clause noted above must be completed and signed by the registered owner(s) of the property.

I / we have enclosed a copy of the Certificate of Indefeasible Title for the property / properties under application

An application fee as set out in Schedule "A", shown on the last page of this form, shall be made payable to the Region District of Bulkley-Nechako and shall accompany this application.

I / we have enclosed the fee of \$ \_\_\_\_\_ .

In support of this application I submit a plan drawn to appropriate scale showing each of the following:

- (a) Boundaries and dimensions of the Parcel(s) involved;
- (b) Size and location of all existing and proposed buildings, structures, and uses on the site;
- (c) Location and name of road(s) adjacent to the property;
- (d) Existing and proposed parking and driveways;
- (e) Topographic features, water bodies and waterways including measurements from all proposed and existing structures to the natural boundary, stream centre line or top bank, whichever is applicable;
- (f) Proposed subdivision layout, showing the number and approximate location of lots and/or consolidation of the Parcel(s);
- (g) North arrow and scale;
- (h) FOR REZONING ONLY: Note location of required signage (see "Sign Information Sheet");
- (i) Any other information required by the Regional District of Bulkley-Nechako.

I / we have enclosed a plan drawing

I / we hereby apply for a:

- Official Community Plan Amendment
- Zoning Bylaw Amendment
- Land Use Contract Amendment
- Development Variance Permit
- Temporary Commercial or Industrial Use Permit
- Exemption to the Floodplain Management Bylaw
- Development Permit

Full Legal Description of Each Property Under Application		Approximate Area of Each Parcel
i)		
ii)		
iii)		
Total Area in Hectares		

Existing Official Community Plan Designation:

\_\_\_\_\_

Existing Zoning:

\_\_\_\_\_

Describe the existing use/development of the subject property:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please attach a letter to this application, describing the proposed use and development of the subject property and any amendments to existing plans and bylaws that are necessary to accomplish the proposed development (i.e. proposed Official Community Plan designation, proposed zoning, etc.)

Letter attached

Describe the existing use and buildings on all parcels adjacent to and surrounding the subject property

North \_\_\_\_\_

East \_\_\_\_\_

South \_\_\_\_\_

West \_\_\_\_\_

Services currently existing or readily available to the subject property.

(Check Where Applicable)

Services	Currently Existing		Readily Available*	
	Yes	No	Yes	No
Road Access	___	___	___	___
Water Supply	___	___	___	___
Sewage Disposal	___	___	___	___
Hydro	___	___	___	___
Telephone	___	___	___	___
School Bus Service	___	___	___	___

\* Readily Available means existing services can be easily extended to the subject property.

Services currently existing (cont.)

Proposed water supply method: \_\_\_\_\_

\_\_\_\_\_

Proposed sewage disposal method: \_\_\_\_\_

\_\_\_\_\_

Do any buildings currently exist on the land?       YES       NO

If yes, list the use, size, and date of construction for each:

	Use	Size	Date Constructed
i)	_____	_____	_____
ii)	_____	_____	_____
iii)	_____	_____	_____
iv)	_____	_____	_____

If applicable, provide the following information regarding the proposed building or addition:

Size:      Width      \_\_\_\_\_      Length      \_\_\_\_\_      Area      \_\_\_\_\_

Proposed setback from property lines:

Front      \_\_\_\_\_      Rear      \_\_\_\_\_      Side      \_\_\_\_\_

Use or purpose: \_\_\_\_\_

\_\_\_\_\_

I / we declare that all statements and information contained in the material submitted in support of this application are, to the best of my / our belief, true and correct in all respects.

\_\_\_\_\_ and/or

Agent's Name

\_\_\_\_\_

Owner's Signature(s)

\_\_\_\_\_ Date

\_\_\_\_\_

**FOR REZONING APPLICATIONS ONLY:**

**After the first and second reading of the Bylaw**, it is the responsibility of the owner to post the necessary signage on the property to be rezoned, as discussed on the attached "Sign Information" brochure. Signage will be:

Obtained from Regional District of Bulkley Nechako office  **or** Provided by Owner

**Please check one of the above.**

Please see an RDBN representative if you have questions or require further information.

**Schedule A  
to Regional District of Bulkley-Nechako  
Development Procedures Bylaw No. 1422, 2007**

**FEE SCHEDULE**

APPLICATION TYPE	FEE
Official Community Plan (OCP) Amendment	\$900
Zoning Bylaw or Land Use Contract Amendment	\$700 plus the following fees for the potential new Parcels the proposed amendment would allow.  Parcels 1-50 = \$20 per Parcel Parcels 51 and up = \$10 per Parcel
Combined OCP and Zoning Bylaw or Land Use Contract Amendment	\$1100 plus the following fees for the potential new Parcel the proposed amendment would allow.  Parcels 1-50 = \$20 per Parcel Parcels 51 and up = \$10 per Parcel
Development Variance Permit	\$300
Development Permit	\$200
Temporary Commercial or Industrial Use Permit	\$500



## SIGN INFORMATION

### FOR REZONING APPLICATIONS ONLY:

**After the first and second reading of the rezoning bylaw, it is the responsibility of the property owner to obtain the necessary signage as discussed on page 2 of this information sheet. Signage can be obtained from the Regional District of Bulkley-Nechako office (37-3<sup>rd</sup> Ave, Burns Lake) or can be provided by the property owner.**

A sign required under Section 6.2 must be posted on and removed from the subject property in accordance with the following information. The applicant shall post the sign at least 10 days before the public hearing and maintain a sign on the parcel that is the subject of the application. If you have any questions, please contact the Planning Department at **692-3195** or **1-800-320-3339**

### FEE SCHEDULE (Cash or Cheque only)

A \$100.00 fee is charged if the applicant wishes to utilize the signage from the Regional District office. Upon return of the intact sign, a \$75.00 refund cheque will be issued within three weeks.

### SIZE

The sign shall be a minimum of 1.2 X 1.2 meters in dimension.

### CONSTRUCTION

The sign shall be constructed of plywood, corrugated plastic, or other such durable material.

### DESIGN

The sign shall have a white background and dark blue or black block capital lettering that is not less than 6 cm in height. The RDBN logo (on Regional District provided signs) is not required on owner provided signs.

### CONTENT

The sign shall contain the following wording:

*" This site is the subject of an application to change land use or density. For further information please contact the Regional District of Bulkley-Nechako at 1-800-320-3339."*

## **LOCATION**

The sign shall be located within 3 meters of a property line abutting a public road in a location facing and clearly visible from the road.

If the placement of the notice in accordance with Section 6.3.1.5 is not feasible, the sign shall be located on the nearest abutting road in a location approved by the Director of Planning.

The sign shall be placed so as not to interfere with pedestrian or vehicle traffic flow, or obstruct visibility from a highway, lane, walkway, or driveway.

## **INSTALLATION**

The sign shall be installed in a safe, sturdy manner and be capable of withstanding typical wind and other weather conditions.

Prior to the public hearing, the applicant shall provide the Director with a letter signed by the applicant stating that the sign has been posted in accordance to the bylaw and a photograph of the posted sign.



**Failure to post and keep posted the sign in accordance with this bylaw may result in the postponement of the public hearing. Any additional notification costs incurred by the Regional District of Bulkley-Nechako, resulting in the failure to post this sign, shall be paid by the applicant prior to the advertising of the public hearing.**

## **REMOVAL**

The sign shall be removed within 3 days of the conclusion of the related public hearing. Any signage rented from the RDBN must be returned within 14 days after the public hearing, to ensure refund of deposit.

## **ADDITIONAL INFORMATION**

Where a sign required under Section 6.2 is removed, destroyed, or altered due to vandalism or the actions of unknown persons, the validity of any bylaw that is subject to the relevant application and public hearing shall not be impacted.

*Please feel free to contact a Regional District Planning representative if you have questions or require further information / assistance on required signage.*





## CONTAMINATED SITES REGULATION QUESTIONNAIRE

To be completed by those applying for:

- Rezoning
- Development or development variance permits
- Soil removal permit
- Demolition permit, or
- Subdivision

Based upon your knowledge of the site, have any of the commercial or industrial activities listed in Schedule 2 of the Contaminated Sites Regulation ever occurred on your site (see attached).

- YES
- NO

\_\_\_\_\_  
Signature of Owner or Agent

\_\_\_\_\_  
Date

## Contaminated Sites Regulation: Schedule 2 - Industrial and Commercial Purposes and Activities

	Column II Purpose or Activity
A	<p>Chemical industries and activities</p> <ol style="list-style-type: none"> <li>1. adhesives manufacturing or wholesale bulk storage</li> <li>2. chemical manufacturing or wholesale bulk storage</li> <li>3. explosives or ammunition manufacturing or wholesale bulk storage</li> <li>4. fire retardant manufacturing or wholesale bulk storage</li> <li>5. fertilizer manufacturing or wholesale bulk storage</li> <li>6. ink or dye manufacturing or wholesale bulk storage</li> <li>7. leather or hides tanning</li> <li>8. paint, lacquer or varnish manufacturing, formulation, recycling or wholesale bulk storage</li> <li>9. pharmaceutical products manufacturing</li> <li>10. plastic products (foam or expanded plastic products) manufacturing</li> <li>11. textile dyeing</li> <li>12. pesticide manufacturing, formulation or wholesale bulk storage</li> <li>13. resin or plastic monomer manufacturing, formulation or wholesale bulk storage</li> </ol>
B	<p>Electrical equipment industries and activities</p> <ol style="list-style-type: none"> <li>1. battery (lead acid or other) manufacturing or wholesale bulk storage</li> <li>2. communications stations using or storing equipment that contains PCB's</li> <li>3. electrical equipment manufacturing, refurbishing or wholesale bulk storage</li> <li>4. electrical transmission or distribution substations</li> <li>5. electronic equipment manufacturing</li> <li>6. welding or machine shops (repair or fabrication)</li> </ol>
C	<p>Metal smelting, processing or finishing industries and activities</p> <ol style="list-style-type: none"> <li>1. foundries or scrap metal smelting</li> <li>2. galvanizing</li> <li>3. metal plating or finishing</li> <li>4. metal salvage operations</li> <li>5. nonferrous metal smelting or refining</li> <li>6. welding or machine shops (repair or fabrication)</li> </ol>
D	<p>Mining, milling or related industries and activities</p> <ol style="list-style-type: none"> <li>1. asbestos mining, milling, wholesale bulk storage or shipping</li> <li>2. coal coke manufacture, wholesale bulk storage or shipping</li> <li>3. coal or lignite mining, milling, wholesale bulk storage or shipping</li> <li>4. milling reagent manufacture, wholesale bulk storage or shipping</li> <li>5. nonferrous metal concentrate wholesale bulk storage or shipping</li> <li>6. nonferrous metal mining or milling</li> </ol>
E	<p>Miscellaneous industries, operations or activities</p> <ol style="list-style-type: none"> <li>1. appliance, equipment or engine repair, reconditioning, cleaning or salvage</li> <li>2. ash deposit from boilers, incinerators, or other thermal facilities</li> <li>3. asphalt tar roofing manufacture, wholesale storage and distribution</li> <li>4. coal gasification (manufactured gas production)</li> <li>5. medical, chemical, radiological or biological laboratories</li> <li>6. rifle or pistol firing ranges</li> <li>7. road salt storage facilities</li> <li>8. measuring instruments (containing mercury) manufacture, repair or wholesale bulk storage</li> </ol>
F	<p>Petroleum and natural gas drilling, production, processing, retailing and distribution</p> <ol style="list-style-type: none"> <li>1. petroleum or natural gas drilling</li> <li>2. petroleum or natural gas production facilities</li> </ol>

	<ol style="list-style-type: none"> <li>3. natural gas processing</li> <li>4. petroleum coke manufacture, wholesale bulk storage or shipping</li> <li>5. petroleum product dispensing facilities, including service stations and cardlots</li> <li>6. petroleum, natural gas or sulphur pipeline rights of way excluding rights of way for pipelines used to distribute natural gas to consumers in a community</li> <li>7. petroleum or natural gas product or produced water storage in above ground or underground tanks</li> <li>8. petroleum product wholesale bulk storage or distribution</li> <li>9. petroleum refining wholesale bulk storage or shipping</li> <li>10. solvent manufacturing or wholesale bulk storage</li> <li>11. sulphur handling, processing or wholesale bulk storage and distribution</li> </ol>
G	<p>Transportation industries, operations and related activities</p> <ol style="list-style-type: none"> <li>1. aircraft maintenance, cleaning or salvage</li> <li>2. automotive, truck, bus, subway or other motor vehicle repair, salvage or wrecking</li> <li>3. bulk commodity storage or shipping (e.g. coal)</li> <li>4. dry docks, ship building or boat repair</li> <li>5. marine equipment salvage</li> <li>6. rail car or locomotive maintenance, cleaning, salvage or related uses including railyards</li> <li>7. truck, rail or marine bulk freight handling</li> </ol>
H	<p>Waste disposal and recycling operations and activities</p> <ol style="list-style-type: none"> <li>1. antifreeze bulk storage or recycling</li> <li>2. barrel, drum or tank reconditioning or salvage</li> <li>3. battery (lead acid or other) recycling</li> <li>4. biomedical waste disposal</li> <li>5. bulk manure stockpiling and high rate land application or disposal (nonfarm applications only)</li> <li>6. construction demolition material landfilling</li> <li>7. contaminated soil storage, treatment or disposal</li> <li>8. dredged waste disposal</li> <li>9. drycleaning waste disposal</li> <li>10. electrical equipment recycling</li> <li>11. industrial waste lagoons or impoundments</li> <li>12. industrial waste storage, recycling or landfilling</li> <li>13. industrial wood waste (log yard waste, hog fuel) disposal</li> <li>14. mine tailings waste disposal</li> <li>15. municipal waste storage, recycling, composting or landfilling</li> <li>16. organic or petroleum material landspreading (landfarming)</li> <li>17. sandblasting waste disposal</li> <li>18. septic tank pumpage storage or disposal</li> <li>19. sewage lagoons or impoundments</li> <li>20. special (hazardous) waste storage, treatment or disposal</li> <li>21. sludge drying or composting</li> <li>22. street or yard snow removal dumping</li> <li>23. waste oil reprocessing, recycling or bulk storage</li> <li>24. wire reclaiming operations</li> </ol>
I	<p>Wood, pulp and paper products and related industries and activities</p> <ol style="list-style-type: none"> <li>1. Particle board manufacturing</li> <li>2. pulp mill operations</li> <li>3. pulp and paper manufacturing</li> <li>4. treated wood storage at the site of treatment</li> <li>5. veneer or plywood manufacturing</li> <li>6. wafer board manufacturing</li> <li>7. wood treatment (antisapstain or preservation)</li> <li>8. wood treatment chemical manufacturing, wholesale bulk storage</li> </ol>