



Schedule B

APPLICATION FOR PERMIT

APPLICATION FOR Development Variance Permit Development Permit

APPLICANT

Date: _____

Name of Applicant: _____

Applicant's Signature: _____

Address: _____

_____ Telephone _____ Fax _____

Name of Owner: _____

Address: _____

_____ Telephone _____ Fax _____

PROPERTY

Legal Description of Property: _____

Civic Address of Property: _____

Zoning of Property: _____

APPLICATION REQUIREMENTS FOR DEVELOPMENT VARIANCE PERMIT

(*A pre application meeting is required before submitting a Development Variance Permit.)

1. The Sign Bylaw, Zoning and/or Parking Bylaw requirement and the proposed variance is:

2. The purpose of the request, including a full description of the proposed development is:

(*As variances and the rationale for variances can be complex and extensive, items 1 & 2 can be completed on a separate sheet.)

3. Submit a *folded scaled site plan showing all parking, access points, buildings, landscaping and elevations, leave strip boundary and all proposed structures.
4. For sign variances, submit a drawing to scale of the sign and its location on the property.
5. Submit a copy of the State of Title Certificate.
6. The application will be accompanied by the fee identified in Schedule "A".

APPLICATION REQUIREMENTS FOR DEVELOPMENT PERMIT

1. The property is in Development Permit Area No. _____
2. Submit four (4) *folded sets of plans to scale showing the following:
 - ◆ A site plan (including parking, access points, buildings, landscaping and elevations, leave strip boundary and all proposed structures)
 - ◆ Landscaping plan
 - ◆ Detailed renderings from all sides
3. For lands within a Natural Environment or Natural Hazard Development Area, submit the appropriate environmental and/or geotechnical study to respond to the objectives of the Development Permit Area.
4. A site grading plan.
5. For lands within a Heritage or Form and Character Development Permit Area, submit *folded detailed landscaping plans and detailed architectural renderings of the exterior of the building and detailed site plan.
6. The application will be accompanied by a fee identified in Schedule "A".

SCHEDULE "A" APPLICATION FEES

1. The following fees shall be paid to the City of Nanaimo at the time of application (per Bylaw 5357).

a. Application for Development Permit	\$750.00 + \$2.00/100 square metres of new or additional gross building footprint to a maximum of \$2,000.00.
b. Application for <i>Watercourse</i> Development permit (Single Family Dwelling or no construction or building)	\$100.00
c. Application for Development permit (Renovations and/or Alterations in <i>DP Area No. 20</i> and the <i>Heritage Conservation Area</i>)	\$500.00
d. Application for Development Variance Permit (<i>Commercial/Institutional/Industrial/Multi-Family</i>)	\$750.00
e. Application for Development Variance Permit (<i>Single Family and Two Family Dwellings</i>)	\$500.00
f. Application for Development Variance Permit (<i>Single Family and Two Family Dwellings – variance to floor area ratio and/or maximum gross floor area</i>)	\$100.00
g. Application for Sign Variance Permit	\$750.00
2. Fees are not refundable.