



Lands Department
2460 Falcon Way
Tsawwassen, BC V4M 4G4
Phone: 604-948-0694
www.tsawwassenfirstnation.com

ZONING REGULATION/ NEIGHBOURHOOD PLAN AMENDMENT APPLICATION FORM

Application Type

This Application is for:

- ☐ Zoning Regulation Amendment
☐ Neighbourhood Plan Amendment

Purpose (short description of Proposal): _____

Gross Site Area (sq.m.): _____

Property Information

Property Address: _____ PID: _____

Legal Description: _____

Title search and any title restrictions, e.g., covenants, easements, and statutory rights-of-way:

Title Number: _____

Charge Number: _____ Purpose: _____

Charge Number: _____ Purpose: _____

Charge Number: _____ Purpose: _____

(Insert additional sheet if space is not enough)

Owner Information (to be completed by head tenant where applicable if TFN is the owner)

Name of Registered Owner (or Head Tenant): _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Cell: _____ Email: _____

This application is made with my full knowledge and consent:

Signature of Registered Owner: _____ Date: _____

(Or attach an owner's authorization letter if owner's signature is not provided on this form)

Applicant Information (to be completed if applicant is not the owner)

Name of Applicant: _____

Company Name: _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone: _____ Cell: _____ Email: _____

Business License No.: _____

Contractors/design professionals/consultant MUST have a valid Business License to do work on Tsawwassen Lands. Apply to the Lands Department for a business license if you do not have one.

This application is made with full knowledge that I am the sole agent for the owner(s) and will be the only contact with Tsawwassen First Nation Lands Department.

Signature of Applicant/Authorized Agent: _____ Date: _____

Submission General Requirements

Submitted		
	An electronic copy of full application package	On a USB key or via email to planningpermits@tsawwassenfirstnation.com ; file names to be formatted as follows: Document Title-Version Number-Date (YYYY MM DD). All drawings and reports should be prepared, signed and sealed by qualified professionals.
	Fees	<p>Application fee and other fees as required in the Consolidated Planning and Development Application Fees Regulation may be paid by cash or cheque. Application fee is due at the time of submission.</p> <p>The Consolidated Planning and Development Application Fees Regulation may be amended from time to time. Please refer to the current Consolidated Planning and Development Application Fees Regulation posted on TFN's website (http://tsawwassenfirstnation.com/portfolio/planning-and-development/) for detailed fee amounts.</p>
	Documents/ Reports	Two hard copies are required for all documents and reports except for the Application Form one hard copy is required
	Drawings	One full size hard copy and two 11 x 17 hard copies

Submission Checklist

Submitted		N/A
1		Complete Application Form with all required signatures
2		Copy of recent title search (no older than 30 days) and charges on title that will affect or be affected by the proposed amendments
3		<p>Written Statement for the proposed amendments:</p> <ul style="list-style-type: none"> demonstrating conformance with Part 2, Section 7 of the Land Use Planning and Development Act; demonstrating conformance with the Land Use Plan; describing and justifying the Zoning Regulation and/or Neighbourhood Plan amendments, and outlining pertinent land servicing and land use issues; and describing the proposed development's conformance with the Neighbourhood Design Guidelines where applicable.
4		<p>Site Plan at an appropriate metric scale, including but not limited to the following:</p> <ul style="list-style-type: none"> north arrow and scale bar; measurements labelled in metric; the area the proposed amendments would affect boldly outlined, and the adjacent properties; all bodies of water and/or watercourses; complete legal description for each parcel to be included in the proposed amendment; accurate location of all existing buildings and structures within subject site; all building and/or structure removal or relocation clearly indicated; existing Neighbourhood Plan boundary if the site is within the Neighbourhood Plan area or abuts it; proposed parcel layout, including calculations of proposed parcel areas, floor space ratio, parcel coverage, number of units, and required and actual off-street parking and off-street loading, where applicable; confirmation of compliance with the requirements for the minimum floor elevation of the proposed buildings; date upon which the plan was prepared, and any revision dates.

Note: This document does not replace the *Land Use Planning and Development Act* or its regulations.
Zoning Regulation Amendment Application Requirements (revised Nov 2020)

Submission Checklist			
Submitted		N/A	
5			Site Profile
6			Geotechnical report in support of the proposed land uses
7			Grading plan showing existing and proposed final grades of the subject site
8			Servicing Plans & Servicing Design Report as to the availability and adequacy of major infrastructure components (e.g., portable water supply, sanitary sewer and storm water management)
9			Traffic analysis, if the land development proposes significant density increases, land use impacts, or covers large areas of land.
10			If the proposed development involves cycling paths, a Wayfinding Signage Plan demonstrating conformance with TransLink's Wayfinding Guidelines for Utility Cycling in Metro Vancouver
11			<p>If the application does not constitute an entire Development Precinct, a Precinct Plan that demonstrates:</p> <ul style="list-style-type: none"> • conformance with the policies, requirements and schedules of the TFN Neighbourhood Plan; • road circulation layout, proposed dwelling unit types and densities (FSR); • how the subject site connects to infrastructure and utilities on adjacent land parcels.
12			Amenity Area Tracking Form