



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

TEMPORARY USE PERMIT APPLICATION FORM

| Temporary Use Permit Proposal | | |
|--|------------------------------|--------------|
| <input type="checkbox"/> Temporary Use Permit <input type="checkbox"/> Temporary Use Permit Renewal | | |
| Purpose: _____ | | |
| Length of Term: _____ years _____ months | Gross Site Area: _____ sq.m. | |
| Property Information | | |
| Property Address: _____ PID: _____ | | |
| Legal Description: _____ | | |
| Title Search and Relevant Charges (e.g., covenants, easements, and statutory rights-of-way) | | |
| Title Number: _____ | | |
| Charge Number: _____ | Purpose: _____ | |
| Charge Number: _____ | Purpose: _____ | |
| Charge Number: _____ | Purpose: _____ | |
| <i>(Insert additional sheet if space is not enough)</i> | | |
| 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: _____ |
| <i>This application is made with my full knowledge and consent:</i> | | |
| Signature of Registered Owner/Head Tenant: _____ Date: _____ | | |
| <i>(Or attach an owner/head tenant's authorization letter if owner/head tenant's signature is not provided on this form)</i> | | |
| Applicant Information (to be completed if applicant is not the owner or head tenant) | | |
| Name of Applicant: _____ | | |
| Company Name: _____ | | |
| Mailing Address: _____ | | |
| City: _____ | Postal Code: _____ | |
| Phone: _____ | Cell: _____ | Email: _____ |
| Business License No.: _____ | | |
| Contractors/design professionals/consultants 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. | | |
| <i>This application is made with full knowledge that I am the sole agent for the owner/head tenant and will be the only contact with Tsawwassen First Nation Lands Department.</i> | | |
| Signature of Applicant/Authorized Agent: _____ Date: _____ | | |

General Requirements

| | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | Full application package | Submit completed Application Form with accompanied drawings and documents to planningpermits@tsawwassenfirstnation.com or in-person to the TFN Lands Department. Submissions must be in digital form, hard copy drawings and documents may be requested by TFN after a preliminary review. |
| <input type="checkbox"/> | Application Fee | Applicable fee and deposit as required in the Consolidated Planning and Development Application Fees Regulation and the Temporary Use Permit Regulation paid by cash or cheque. Application fee is required at the time of application. |
| <input type="checkbox"/> | Security Deposit | In accordance with the Temporary Use Permit Regulation |

General Guidelines:

1. Applicant is encouraged to set up a pre-application meeting with TFN’s development review team, and review relevant TFN Regulations (<https://tsawwassenfirstnation.com/governance-overview/regulations/>) when preparing the submission:
 - Temporary Use Permit Regulation
 - Zoning Regulation
 - Development Permit Area Regulation (in addition to the Temporary Use Permit, Applicant may be required to obtain one or more additional Development Permits)
 - Subdivision and Development Regulation (Applicant may be required to provide offsite services in accordance with this regulation or alternate standards if accepted by the Director of Lands)
 - Drainage and Sanitary Regulation
 - Building Regulation (in addition to the Temporary Use Permit, Applicant may be required to obtain a Building Permit)
 - Good Neighbour Regulation (construction noises and quiet hours)
 - Fire Regulation
 - Traffic and Parking Regulation
 - Offsite Levies Regulation (offsite levies charge applies unless deemed not required by the Director of Lands)
 - Other applicable regulations

2. After a preliminary review, Applicants may be required to provide comments/consent/approval from External Agencies:
 - Fraser Health Authority
 - Delta Fire
 - Delta Police
 - Others

3. If the proposed temporary use is in variance to requirements set out in the Zoning Regulation, when issuing the Temporary Use Permit, TFN will provide a Notification of the Temporary Use to surrounding land holders and/or residents (for information).

4. Application is to be submitted at least 90 days prior to the date of intended temporary use.

Submission Checklist

Submitted N/A

| | | | Preliminary Submission Requirements: |
|---|--|--|---|
| 1 | | | Complete Temporary Use Permit 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 temporary use development |
| 3 | | | Written description of the proposed temporary use and development, including but not limited to: <ul style="list-style-type: none"> • The purpose of the proposal; • Description of existing and proposed uses and reasons for the proposal; • Proposed length of term; • A description of the property, including existing building(s) and any significant features; • A description of new building(s) and structure(s) proposed; • Any benefits to the community |
| 4 | | | Topographic Survey |
| 5 | | | Site Plan (showing the site area, existing and proposed buildings and structures, setbacks and site circulation) |
| 6 | | | Grading Plan |
| 7 | | | Servicing Plans |
| 8 | | | Building Plans |
| Additional Submission May Be Required After a Preliminary Submission Review: | | | |
| 9 | | | Traffic Impact Study |
| 10 | | | Confirmation of sufficient third party utilities |
| 11 | | | Identification and resolution of project environmental impact, including Construction Environmental Management Plan |
| 12 | | | Noise Abatement Study |
| 13 | | | Proof of approval from external agencies |
| 14 | | | Proof of Insurance as required by the Director of Lands |
| 15 | | | Notification of the Proposed Temporary Use to surrounding land holders and/or residents |
| | | | |
| | | | |
| <p>Notes:</p> <p>(1) All design drawings and reports are to be prepared, signed and sealed by qualified professionals unless otherwise accepted by the Director of Lands.</p> <p>(2) Not all items listed above may be applicable to your application. Please check either “Submitted” or “N/A”.</p> <p>(3) Additional items may be required if deemed necessary by the Director of Lands.</p> | | | |