



# DEVELOPMENT PERMIT Application

## APPLICANT

Name(s): Phone: Email:

Mailing Address: City: Postal Code:

## REGISTERED OWNER (if different from above)

Name(s): Phone: Email:

Mailing Address: City: Postal Code:

## SUBJECT PROPERTY (see Note below)

Civic Address: Postal Code:

Legal Description: Parcel Identifier No:

**Note:** Please attach a current land title search and copies of all charges, covenants, easements, etc. on Title for this property. If more than one property is concerned with this proposal, please attach a list including all details as listed above.

## DEVELOPMENT PERMIT APPLICATION TYPE

(check all that apply)

- Multi-Family Residential – DPA 1  
  Highway 1 Corridor – DPA 3  
  Natural Environment – DPA 5  
  Amendment  
 Downtown – DPA 2  
  Other Commercial Areas – DPA 4  
  Hazard Lands – DPA 6  
  Cosmetic

**PROJECT DESCRIPTION:** Please provide a **Rationale Letter** along with your complete application describing your project in detail. The letter must reference relevant policies within the Official Community Plan, the Development Permit Area Guidelines and the Zoning Bylaw and describe how your project meets these goals, policies, and regulations. Please refer to the Guide to Development Permit Applications for other technical information and drawings required for your application. The City of Duncan reserves the right to reject or postpone the review of an incomplete application. The information in this application will only be used for the purpose for which it was obtained.

## DECLARATION

I/We declare that all of the above statements and information contained in the material submitted in support of this application are, to the best of my/our knowledge, true and correct in all respects. Where the applicant is **not the REGISTERED OWNER**, the application **must be signed by the REGISTERED OWNER** acknowledging this application.

Applicant's Signature:

Registered Owner(s) Signature:

Date: Date:

## OFFICE USE ONLY

	Date Received:	File No.: 3060-20	Folio No.:
<b>Commercial</b>	<input type="checkbox"/> \$500	<b>Development Permit Amendment</b>	<input type="checkbox"/> \$100
Minor - under \$50,000 (DP Minor)	<input type="checkbox"/> \$1000	Major (DP-MJ-A)	<input type="checkbox"/> \$50
Major - over \$50,000 (DP Major)	<input type="checkbox"/> \$1000	Minor (DP-MN-A)	
With Variance(s)			
<b>Residential</b>	<input type="checkbox"/> \$500	Environmental/Hazard Area (ENVI HAZ)	<input type="checkbox"/> \$600
4 or less units (DP Res)	<input type="checkbox"/> \$1000	Cosmetic DP - paint, minor exterior (DP Minor)	<input type="checkbox"/> \$50
5 or more units (DP Res)	<input type="checkbox"/> \$1000		
With Variance(s)			

Personal information you provide on this form is collected pursuant to Section 26 of the *Freedom of Information and Protection of Privacy Act* and will only be used for the purpose of processing this application. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to the Corporate Services Coordinator by email: [duncan@duncan.ca](mailto:duncan@duncan.ca) or phone: 250-746-6126.