



## **CITY OF ENDERBY**

### **APPLICATION FOR JOINT OFFICIAL COMMUNITY PLAN AMENDMENT AND ZONING AMENDMENT**

Street Address: 619 Cliff Avenue  
Phone: 250-838-7230  
Fax: 250-838-6007

Mailing Address: PO Box 400  
Enderby, B. C.  
V0E 1V0

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I/We hereby apply for: (check where applicable)

\_\_\_\_\_ an amendment to the text of Official Community Plan By-law No. \_\_\_\_\_

\_\_\_\_\_ a change in the OCP Land Use Designation, and

\_\_\_\_\_ an amendment to the text of Zoning By-law No. \_\_\_\_\_

\_\_\_\_\_ Rezoning

of the property described as (legal description):

\_\_\_\_\_  
\_\_\_\_\_

and located at (street address):

\_\_\_\_\_

from \_\_\_\_\_ to \_\_\_\_\_

Required application fee of \$ \_\_\_\_\_ and the completed Official Community Plan Amendment and Zoning Amendment Information Form are attached.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

THIS APPLICATION IS MADE WITH MY FULL KNOWLEDGE AND CONSENT.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Registered Owner's Signature

Where the applicant is NOT the REGISTERED OWNER, the Application must be signed by the REGISTERED OWNER, or their SOLICITOR.

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#### **FOR OFFICE USE ONLY**

APPLICATION FEE OF \$ \_\_\_\_\_ RECEIVED      RECEIPT NO.: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Official

**JOINT OFFICIAL COMMUNITY PLAN / ZONING AMENDMENT INFORMATION FORM**

THE INFORMATION REQUESTED IN THIS FORM IS REQUIRED TO EXPEDITE THE APPLICATION AND ASSIST THE STAFF IN PREPARING A RECOMMENDATION.

This form is to be completed in full and submitted with all requested information, Application Fee, and Certificate of State of Title or Indefeasible Title for the subject property.

**4. Applicant and Registered Owner**

4. Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Business Phone No.: \_\_\_\_\_ Home Phone No.: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_  
Date Applicant's Signature

b. Registered Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Business Phone No.: \_\_\_\_\_ Home Phone No.: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_  
Date Registered Owner's Signature

c. A copy of a State of Title Certificate, or a copy of a certificate of Indefeasible Title, dated no more than thirty (30) days prior to the submission of the application, must accompany the application as a proof of ownership.

**2. Application Fee**

An application Fee of \$ \_\_\_\_\_ shall be made payable to the City of Enderby and shall accompany the application.

**3. Text Amendment**

Describe the Proposed Text Amendment (if applicable):

\_\_\_\_\_  
\_\_\_\_\_

Zoning	Official Community Plan

4. **Property Information**

a. Legal Description in Full:

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b. Location (street address of property, general description, or map):

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c. Size of property (area, number of parcels): \_\_\_\_\_

d. Present Official Community Plan Designation: \_\_\_\_\_

Proposed Official Community Plan Designation: \_\_\_\_\_

e. Present Zoning: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_

f. Description of Existing Use/Development:

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g. Description of the Proposed Use/Development (use separate sheet if necessary)

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h. Services Currently Existing or Readily Available to the Property (check applicable area):

Services	Currently Existing		Readily Available*	
	Yes	No	Yes	No
Road Access	_____	_____	_____	_____
Water Supply	_____	_____	_____	_____
Sewage Disposal	_____	_____	_____	_____
Hydro	_____	_____	_____	_____
Telephone	_____	_____	_____	_____
School Bus Service	_____	_____	_____	_____
Cable/Internet	_____	_____	_____	_____

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

- i. Proposed Water Supply Method (complete only if not intending to connect to community water system):

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- j. Proposed Sewage Disposal Method (complete only if not intending to connect to community sewer system):

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- k. Approximate Commencement Date of Proposed Project: \_\_\_\_\_

5. **Reasons in Support of Application:**

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6. **Attachments**

At the time of providing Application and Information Forms to the applicant, a City of Enderby Official shall indicate which of the following attachments are required or not required for this application. The Official may also require additional information.

- a. Site Disclosure Statement for Contaminated Sites

REQUIRED: 

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

- b. Affidavit for properties NOT SUBJECT to the Provincial Riparian Areas Regulation signed by the owner and witnessed by a Commissioner, Notary or Lawyer

REQUIRED: 

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

- c. A dimensional Sketch Plan drawn to a scale of \_\_\_\_\_ to \_\_\_\_\_ showing the parcel(s) or part of the parcel(s) to be developed and the location of existing buildings, structures, and uses.

REQUIRED: 

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

- d. A dimensioned Site Development Plan drawn to a scale of \_\_\_\_\_ to \_\_\_\_\_ showing the proposed use, buildings and structures, highway access, etc.

REQUIRED:                      Yes      No  
☐      ☐

- e. A Contour Map (Plan) drawn to a scale of \_\_\_\_\_ to \_\_\_\_\_ with contour interval of \_\_\_\_\_, if warranted by the topographic condition of the subject site.

REQUIRED:                      Yes      No  
☐      ☐

- f. A dimensioned Sketch Plan drawn to a scale of \_\_\_\_\_ to \_\_\_\_\_ of the proposed subdivision, where subdivision (small or large) is contemplated.

REQUIRED:                      Yes      No  
☐      ☐

- g. Additional Information required:

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### FOR OFFICE USE ONLY

<p>Forms duly completed &amp; received.</p>   <p>_____ Signature of Official</p>   <p>_____ Date</p>	<p>Assessment Roll No.: _____</p> <p>Affected by:</p> <p>Agricultural Land Reserve: Yes _____ No _____</p> <p>Controlled Access Highway Yes _____ No _____</p> <p>Floodplain Yes _____ No _____</p> <p>Development Permit Area Yes _____ No _____</p> <p>Major Grid Road other than Controlled Access Hwy: Yes _____ No _____</p>
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# AFFIDAVIT FOR PROPERTIES NOT SUBJECT TO THE RIPARIAN AREAS PROTECTION REGULATION

Property Subject to Development:

Legal Description: \_\_\_\_\_

Property Address: \_\_\_\_\_

As the Registered Owner(s) of the Property:

I solemnly affirm that the development proposed for the Property is not located within a "riparian assessment area" as defined by the *Riparian Areas Protection Regulation* ("Regulation").

I understand that a "riparian assessment area" is defined in the *Regulation* as:

- a) for a stream, the 30 metre strip on both sides of the stream, measured from the high water mark;
- b) for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high water mark to a point that is 30 metres beyond the top of the ravine bank; and
- c) for a ravine 60 metres wide or greater, a strip on both sides of the stream measured from the high water mark to a point that is 10 metres beyond the top of the ravine bank.

I understand that a "stream" is defined in the *Regulation* as:

- a) a watercourse or body of water, whether or not usually containing water;
- b) any of the following that is connected by surface flow to a watercourse or body of water referred to in paragraph (a):
  - i. a ditch, whether or not usually containing water;
  - ii. a spring, whether or not usually containing water; or
  - iii. a wetland.

I understand that a "ravine" is defined in the *Regulation* as a narrow, steep-sided valley that is typically eroded by running water and has a slope grade greater than 3:1.

I understand that the *Regulation* applies in relation to a residential, commercial, or industrial development that is proposed to occur in a riparian assessment area of a stream that provides fish habitat to protected fish, and that "development" includes:

- a) the addition, removal or alteration of soil, vegetation or a building or other structure;
- b) the addition, removal or alteration of works and services described in section 506 (1) of the *Local Government Act*;
- c) subdivision as defined in section 455 [definitions in relation to Part 14] of the *Local Government Act*;
- d) all non-structural and impervious or semi-impervious surfaces;
- e) flood protection works;
- f) roads, trails, docks, wharves, and bridges;
- g) sewer, water, and drainage infrastructure; and
- h) other utility infrastructure and corridors.

Signature(s): \_\_\_\_\_

Print Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**Certified By:**

\_\_\_\_\_  
Commissioner for Taking Affidavits in the Province of British Columbia

Dated at \_\_\_\_\_, British Columbia this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_



## SCHEDULE 1 SITE DISCLOSURE STATEMENT

### I. CONTACT INFORMATION

A: SITE OWNER(s) or OPERATOR(s)			
LAST NAME		FIRST NAME(s)	
COMPANY (if applicable)			
ADDRESS - STREET		CITY	
PROVINCE/STATE	COUNTRY		POSTAL CODE
PHONE		E-MAIL	

B: PERSON COMPLETING SITE DISCLOSURE STATEMENT (Leave blank if same as above)	
<input type="checkbox"/> Agent authorized to complete form on behalf of the owner or operator	
LAST NAME	FIRST NAME(s)
COMPANY (if applicable)	

C: PERSON TO CONTACT REGARDING THE SITE DISCLOSURE STATEMENT			
LAST NAME		FIRST NAME(s)	
COMPANY (if applicable)			
ADDRESS - STREET		CITY	
PROVINCE/STATE	COUNTRY		POSTAL CODE
PHONE		E-MAIL	

### II. SITE INFORMATION

Coordinates (using the North American Datum 1983 convention) for the centre of the site:

Latitude			Longitude		
DEGREES	MINUTES	SECONDS	DEGREES	MINUTES	SECONDS

Attach a map of appropriate scale showing the location and boundaries of the site.

**For Legally Titled, Registered Property**

SITE ADDRESS (or nearest street name/intersection if no address assigned)

CITY

POSTAL CODE

PID	Land Description	Add	Delete
		+	-
		+	-

**For Untitled Crown Land****PIN** numbers and associated Land Description (if applicable)

PIN	Land Description	Add	Delete
		+	-
		+	-

And if available

Crown Land File Numbers	Add	Delete
	+	-
	+	-

**III. INDUSTRIAL OR COMMERCIAL PURPOSES OR ACTIVITIES**Has the site been used for any industrial or commercial purposes or activities described in [SCHEDULE 2](#) of the Contaminated Sites Regulation?☐ Yes☐ No

If you answered YES to the question above, please indicate below, in the format of the example provided, which of the industrial or commercial purposes or activities have occurred or are occurring on this site.

**EXAMPLE**

Schedule 2 Reference	Description
E1	appliance, equipment or engine maintenance, repair, reconditioning, cleaning or salvage
F10	solvent manufacturing, bulk storage, shipping or handling

Schedule 2 Reference	Description	Add	Delete
		+	-
		+	-

**IV. ADDITIONAL INFORMATION**

1. Provide a brief summary of the planned activity and proposed land use at the site.



2. Indicate the information used to complete this site disclosure statement including a list of record searches completed.

3. List any past or present government orders, permits, approvals, certificates or notifications pertaining to the environmental condition of the site. *(Attach extra pages, if necessary):*

## V. DECLARATIONS

1. Exemptions (See the Contaminated Sites Regulation, Division 3 of Part 2):

Does the application qualify for an exemption from submitting a site disclosure statement?

☐ Yes ☐ No

If yes, indicate which exemption applies \_\_\_\_\_

2. Where a municipal approval is not required, please indicate the reason for submission directly to the registrar:

☐ Under Order ☐ Foreclosure ☐ CCAA Proceedings ☐ BIA Proceedings

☐ Decommissioning ☐ Ceasing Operations

**By signing below, I confirm that the information in this form is complete and accurate to the best of my knowledge:**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE SIGNED (YYYY-MM-DD)

### APPROVING AUTHORITY CONTACT INFORMATION

NAME

AGENCY

ADDRESS

PHONE

E-MAIL

Reason for submission (Please check one or more of the following):

☐ Building Permit ☐ Subdivision ☐ Zoning ☐ Development Permit

\_\_\_\_\_  
DATE RECEIVED (YYYY-MM-DD)

\_\_\_\_\_  
DATE SUBMITTED TO REGISTRAR (YYYY-MM-DD)

## SCHEDULE 2

[am. B.C. Regs. 17/2002, s. 16; 239/2007, s. 5; 343/2008, s. 12; 62/2013, s. 1; 253/2016, s. 16.]

### INDUSTRIAL AND COMMERCIAL PURPOSES AND ACTIVITIES

COLUMN 1 Item	COLUMN 2 Purpose or Activity
<b>A</b>	<b>Chemical industries and activities</b> <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, or controlled substances as defined in the <i>Controlled Drugs and Substances Act</i> (Canada), manufacturing or operations</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>B</b>	<b>Electrical equipment and activities</b> <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 PCBs</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. transformer oil manufacture, processing or wholesale bulk storage</li><li>7. electrical power generating operations fuelled by coal or petroleum hydrocarbons and supplying electricity to a community or commercial or industrial operation</li></ol>
<b>C</b>	<b>Metal smelting, processing or finishing industries and activities</b> <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>
<b>D</b>	<b>Mining, milling or related industries and activities</b> <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>

COLUMN 1 Item	COLUMN 2 Purpose or Activity
<b>E</b>	<b>Miscellaneous industries, operations or activities</b> <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 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> <li>9. dry cleaning facilities or operations and dry cleaning chemical storage</li> <li>10. sites which have been or likely have been contaminated by substances migrating from other properties</li> <li>11. controlled substances, as defined in the <i>Controlled Drugs and Substances Act</i> (Canada), manufacturing or operations</li> </ol>
<b>F</b>	<b>Petroleum and natural gas drilling, production, processing, retailing, distribution and storage other than the storage of residential heating fuel in tanks</b> <ol style="list-style-type: none"> <li>1. petroleum or natural gas drilling</li> <li>2. petroleum or natural gas production facilities</li> <li>3. natural gas processing</li> <li>4. petroleum coke manufacture, wholesale bulk storage or shipping</li> <li>5. petroleum product, other than compressed gas, dispensing facilities, including service stations and card locks</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 product, other than compressed gas, or produced water storage in above ground or underground tanks</li> <li>8. petroleum product, other than compressed gas, 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>
<b>G</b>	<b>Transportation industries, operations and related activities</b> <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 and maintenance, including paint removal from hulls</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>

**CONTAMINATED SITES REGULATION**

## Schedule 2

COLUMN 1 Item	COLUMN 2 Purpose or Activity
<b>H</b>	<b>Waste disposal and recycling operations and activities</b> <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, including without limitation asphalt and concrete, 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 woodwaste (log yard waste, hogfuel) 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. 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>
<b>I</b>	<b>Wood, pulp and paper products and related industries and activities</b> <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> <li>9. sawmills</li> </ol>