



**The Village of Tahsis**  
**Box 519 977 South Maquinna Drive**  
**Tahsis BC, V0P 1X0**

**PRELIMINARY DEVELOPMENT APPLICATION**

Date Received:
Pre-Application Case No:
File No: 3220-20
Contact Planner:

*Preliminary development applications are intended to give applicants an initial response to their development proposal, before detailed plans are prepared. Please refer to the handout for more information.*

<b>Property Description</b>
Street Address:
Legal Description: Lot _____ Block _____ DL _____ Plan _____ PID _____

<b>Applicant</b> <i>(Acting on behalf of the owner)</i>	
Name	
Business Name	
Address	
	Postal Code
Phone No.	Fax
Email	Cell
Applicant's Signature	
Date: _____	

<b>Owner(s)</b> <i>(Print names of all registered owners)</i>	
_____	
_____	
Mailing Address:	
	Postal Code
Phone No.	Fax
Email	Cell
<b>Owner's Signature(s)</b>	
_____	
_____	
Date: _____	

**NOTE: The registered property owners must sign all applications. The owner's signature(s) hereby authorize the applicant to act on behalf of the owner in all matters related to this application. The applicant will be sole contact with the Village during the application process.**

<b>Site Information</b>	
<b>Development Permit Area</b> <i>(Check applicable boxes.)</i>	Type of Development:
<ul style="list-style-type: none"> <li>• Hazardous Lands      <input type="checkbox"/> Yes   <input type="checkbox"/> No</li> <li>• Environmental Protection   <input type="checkbox"/> Yes   <input type="checkbox"/> No</li> </ul>	OCP Designation:
	Zoning::
<b>General Description of Proposed Development or Inquiry for this site:</b>	
_____	
_____	

**Submission Requirements - The following items must be provided at the time of an application. Incomplete applications will not be accepted.**

- Preliminary application fee (\$500);
- Current Title Search (dated within 14 days of application). If needed, the Village can apply for a title search on your behalf. Inquire at the Village Office for procedures and fees.
- Written outline of the proposed development, including a description of the present and intended use of the site. The outline should indicate the rationale for the project and indicate the impacts and benefits to the community. 6 copies required.
- For subdivisions, context photos of the site and adjacent properties.
- 6 copies of the site plan and other supporting plans submitted at 8½" X 11", 11" X 17" or full size. (Detailed architectural or landscape plans are **not** necessary at the preliminary application stage.)
- The site plan/sketch should indicate any existing buildings, trees and natural features that might affect the proposal, including areas of steep slope or watercourses.
- All proposals must include 2 copies of all plans reduced to 8½" X 11".

**Note: At the next stage of the application process (detailed application), additional fees apply. Additional submission requirements will also be identified by the Development Department at that time.**

Public works        Fire       Building Inspection