



TEMPORARY COMMERCIAL/INDUSTRIAL USE PERMIT

**** Applicants are advised to consult with Planning Staff before submitting an application.**

This application is submitted for the following:

- Temporary Commercial Use Permit Temporary Industrial Use Permit

DESCRIPTION OF PROPERTY

Street Address: _____
Legal Description: Lot ____ Block ____ Section ____ Plan _____ Except _____
Property Size: _____

APPLICANT'S CONTACT INFORMATION - Please print clearly

<input type="checkbox"/> Check if APPLICANT is the sole OWNER, if not complete <i>Owner's Authorization Form</i> - attached			
Name _____			
Address _____	City _____	Province _____	Postal Code _____
Email _____	Tel _____	Cell _____	Fax _____

DESCRIPTION OF PROPOSED USE: (Attach a separate page if necessary)

PROPERTY DETAILS

Current Zoning: _____	Current OCP Designation: _____		
Adjacent Land Uses: N _____	S _____	E _____	W _____
Proposed Timing of Use? _____			
Within 800m of an intersection on Sooke Road or West Coast Road? _____			
Adjacent to the ALR? _____			

Other enactments of the District of Sooke, the Province of British Columbia and the Government of Canada may apply to development affected by this bylaw. Applicants should satisfy themselves that all regulatory requirements affecting their proposal are met.

FEES

	Application Fee	Fee per Public Hearing
Temporary Use Permit	\$500	+\$1,200
Preparation of covenant or other legal document required under bylaw	+actual cost plus \$100 per document	
Covenant or legal document amendment	\$200 per document	

INFORMATION REQUIREMENTS

Required	May be Required by District Staff
<p>A. STATE OF TITLE CERTIFICATE – Dated within 30 days of the application and include copies of all non-financial charges on title (ie. covenants, easements, right-of-ways, etc.).</p> <p>B. SITE PLAN – Three copies drawn to scale (metric), and one reduced 8.5” x 11” Site Plan, showing:</p> <ul style="list-style-type: none"> • Civic address and legal description • Lot area • Existing roads and access locations & dimensions • Existing and proposed buildings & dimensions • Proposed building elevations (if applicable) • Location of temporary use • Existing and proposed parking, landscaping, signage and lighting • Location of watercourses, steep slopes and statutory right-of-ways • Scale bar and north arrow 	<ul style="list-style-type: none"> <input type="checkbox"/> Archaeology Study <input type="checkbox"/> Traffic Study <input type="checkbox"/> Ecological Study <input type="checkbox"/> Contour Plan <input type="checkbox"/> Stormwater management plan <input type="checkbox"/> QEP report <input type="checkbox"/> Geotechnical Assessment <input type="checkbox"/> Other (description below)

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OWNER'S AUTHORIZATION FORM

All property owners registered on the Certificate of Title must provide written approval to allow the APPLICANT to act on their behalf.

_____, is hereby authorized to act as my agent for the purpose of _____, located at:

Street Address: _____
Legal Description: Lot ___ Block ___ Section ___ Plan _____ Except _____

REGISTERED OWNER 1

Name of Registered Owner: _____
Signature of Registered Owner: _____
Date: _____

REGISTERED OWNER 2

Name of Registered Owner: _____
Signature of Registered Owner: _____
Date: _____

REGISTERED OWNER 3

Name of Registered Owner: _____
Signature of Registered Owner: _____
Date: _____

REGISTERED OWNER 4

Name of Registered Owner: _____
Signature of Registered Owner: _____
Date: _____

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