



## Planning Pre-Application Meeting Request Form

**PLEASE NOTE:** Please review the Planning Pre-Application Meeting Guide prior to submitting your pre-application.

### Description of Property

**Civic Address:**

Sooke	British Columbia	
City	Province	Postal Code

**Legal Description:**

Lot	Block	Section	Plan	PID
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**Zoning:**

Existing	
Proposed	

**OCP Designation:**

Existing	
Proposed	

**Development Permit Area**

Existing	
Proposed	

### Applicant Contact Information

**Applicant is:**

Sole Property Owner	<input type="checkbox"/> Yes	<input type="checkbox"/> No <i>(See Owner's Authorization Form)</i>
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**Name:**

\_\_\_\_\_

**Email:**

\_\_\_\_\_

**Phone Number(s):**

**Mailing Address:**

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City	Province	Postal Code
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## Application Submission Acknowledgement

- I understand that I must submit my pre-application meeting form with a proposal description and site plan(s) before my meeting can be scheduled with the District of Sooke.
- I have read the *District of Sooke Official Community Plan* to ensure my proposal is in line with these guidelines, and if not, I understand the deviations will be reviewed during the *Pre-Application Meeting*.
- I hereby make an application as specified herein, and declare that all the information submitted in support of the application is true and correct in all respects.
- I hereby acknowledge that all the information provided herein is collected for the purpose of administering the *Local Government Act* and the bylaws of the municipality under the *Local Government Act*, and under the authority of those enactments.

**PLEASE NOTE:** Upon receipt of a complete pre-application, District of Sooke staff will confirm acceptance with the applicant.

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Applicant Signature

Date

Complete Pre-Application Meeting Request Forms can be submitted by email to [planning@sooke.ca](mailto:planning@sooke.ca). If the Pre-Application cannot be submitted electronically, you can submit in person at the District of Sooke front counter. If you have any questions please contact the Planning department at [planning@sooke.ca](mailto:planning@sooke.ca) or 250-642-1634.