

## DEVELOPMENT APPLICATION FORM

<input type="checkbox"/> Official Community Plan Amendment <input type="checkbox"/> Rezoning <input type="checkbox"/> Text Amendment <input type="checkbox"/> Heritage Alteration Permit (Major / Minor) <input type="checkbox"/> Heritage Revitalization Agreement <input type="checkbox"/> Over height Retaining Wall Permit (>1.2 m)	<input type="checkbox"/> Development Variance Permit <input type="checkbox"/> Development Permit (Major / Minor) <ul style="list-style-type: none"> <li><input type="checkbox"/> Residential</li> <li><input type="checkbox"/> Mixed-Use</li> <li><input type="checkbox"/> Commercial/Industrial / Health / Institutional</li> </ul> <input type="checkbox"/> Blasting Permit <input type="checkbox"/> Earthworks Vibration Monitoring Permit
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## APPLICANT

### Primary Contact

### Professional Consultant

*(Architect, Landscape Architect, Heritage Consultant, etc.)*

Name:		Name:	
Title:		Title:	
Address:		Address:	
Phone:	Cell	Phone	Cell
Email:		Email:	

## PROPERTY(IES) DESCRIPTION

Legal Description:	
Civic Address:	
Current Zoning:	Proposed Zoning (if applicable):
Variances (indicate required regulation and proposed variance):	
Pre-application meeting? (yes/no)	
Name of Planner in Pre-application:	
Dates of Pre-application meeting(s):	

# DEVELOPMENT PROPOSAL

Please briefly describe your development proposal; a supplemental letter of rationale is also required.


## OWNER(S)

Name:		Name:	
Title:		Title:	
Address:		Address:	
Phone:	Cell	Phone	Cell
Email:		Email:	

## APPLICANT CONFIRMATION

**A.** As applicant or approved agent, I confirm that I have read all relevant City of Kelowna bylaws and policies, and that this application is in conformance (unless a bylaw amendment or variance forms part of this application.)

I have attached to this application the required plans and specifications of the proposed development in accordance with the application checklist. **I accept responsibility for processing delays caused by incorrect or insufficient submission materials.**

I understand that this application form is a public document and that any and all information contained in it, including personal information as that term is defined in the Freedom of Information and Protection of Privacy Act of B.C., is open for inspection by the public and may be reproduced and distributed to the public as part of an online application summary, report(s) to Council, or for purposes of a public hearing.

Personal information is collected for the purposes of processing a development application. The City of Kelowna is collecting this information under Sections 26(c) and (d) of the Freedom of Information and Protection of Privacy Act. For questions, please contact Development Planning, 1435 Water St, Kelowna, BC, V1Y 1J4, [planninginfo@kelowna.ca](mailto:planninginfo@kelowna.ca).

I am aware that I am responsible for displaying and removing the development sign.

I understand that I am responsible for obtaining development authorizations and permissions from Telus, FortisBC Gas & Electric, and Shaw Cable and for providing the File Manager with copies of responses from these utilities.

**B.** I further acknowledge that **Development Cost Charges (DCC's)** may be payable at the time of subdivision or Building Permit for the construction of new dwelling units, commercial, institutional, or industrial development.

**C.** The **Lobbyist Registry** came into effect on September 11, 2023. Individuals and organizations who communicate with Council members for the purpose of influencing a Council decision are required to register with the City. Communication includes emails, phone and video calls, or meetings with members of Council. Further information may be found on the [Lobbyist Registry](#) webpage and in the [Lobbyist Registry Policy No. 390](#).

I am aware that I am responsible for understanding the [Policy](#) and are required to register within 5 days of initial communication with a Council member.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For more information on application requirements, please consult the [Development Application & Heritage Procedures Bylaw No. 12552](#).