



**DEVELOPMENT PROPOSAL**

Please describe your development proposal: (A supplemental letter of rationale is strongly encouraged to be submitted)


**COORDINATING PROFESSIONALS**

List any professionals known to date (e.g. Architect, Landscape Architect, Engineer, Biologist, etc):

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

Name:	
Title:	
Address:	
Phone:	Cell:
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 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 a report(s) to Council or for purposes of a public hearing. I am aware that I am responsible to display and remove the development sign.

I understand that I am responsible for obtaining development authorizations and permissions from Telus, FortisBC, Terasen, 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.

Applicant Signature: \_\_\_\_\_ Dated: \_\_\_\_\_

**FEES**

For completion by One Window Staff:

Fees submitted:		Received by:		Date:	
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Fees are as per City of Kelowna Development Application Fee Bylaw No. 10560 (kelowna.ca/bylaws). Acceptance of fees does not imply or guarantee application approval.



Community Planning  
 1435 Water Street  
 Kelowna, BC V1Y 1J4  
 250-469-8626  
 kelowna.ca/homes-building

# Comprehensive Development Permit Complete Application Checklist

FILE NUMBER: \_\_\_\_\_ - \_\_\_\_\_

The following requirement list outlines all of the information necessary to evaluate and provide a timely decision on your application. This checklist applies to the following development permit applications in the Comprehensive and Revitalization DP areas:

- ▶ Multi-unit Residential Permit (3+ units)
- ▶ Industrial Permit
- ▶ Health District Permit
- ▶ Development Variance Permit
- ▶ Commercial Permit
- ▶ Institutional Permit
- ▶ Comprehensive Development Permit

**Only applications that are complete will be accepted.** Applications and materials submitted must be clear, legible, and precise. Plans submitted should be to a professional drafting standard. For Multi-family Residential, Commercial, Industrial, and Institutional applications, all plans must be completed by a registered professional architect/engineer/landscape architect, and all landscaping plans must be completed by a LandscapeArchitect.

All Development Permit plans must:

- **Contain a title block with the following information:**
  - Address and legal description
  - Project name, applicant name, and contact information
- **Be sorted into sets:**
  - Sets should be folded into a size no larger than 8-1/2" x 14" (21.5cm x 35.5cm)
  - Each set must be stapled or taped together
- **Be on the same sized paper:**
  - Drawings must be contained on each page (one plan shall not span two pages)
- **Be clear of any previous approval stamps / notations.**

Please note further submission materials may be required during the application process to properly evaluate the proposed development.

## APPLICATION REQUIREMENTS

Office Use Only	Checked by Applicant	NOTE: ALL ITEMS MUST BE SUBMITTED FOR APPLICATION TO BE DEEMED COMPLETE.
<input type="checkbox"/>	<input type="checkbox"/>	Completed Application Form and Checklist
<input type="checkbox"/>	<input type="checkbox"/>	Development Permit Fee - see Fee Schedule
<input type="checkbox"/>	<input type="checkbox"/>	Current State of Title - must be printed within the last 30 days
<input type="checkbox"/>	<input type="checkbox"/>	Any Registered Easements, Rights-of-Way, and Section 219 Covenants registered on Title - must be printed within the last 30 days.
<input type="checkbox"/>	<input type="checkbox"/>	Owner's Authorization Form
<input type="checkbox"/>	<input type="checkbox"/>	Completed Zoning Analysis Table
<input type="checkbox"/>	<input type="checkbox"/>	Completed Site Profile
<input type="checkbox"/>	<input type="checkbox"/>	Colour Photographs - of the site and surrounding context (minimum of four)
<input type="checkbox"/>	<input type="checkbox"/>	Design Rationale Statement - explain the project's conformity to relevant policies with respect to form, materials, context, objectives, design philosophy, relationship to adjacent development, CPTED (Crime Prevention Through Environmental Design), general universal accessibility guidelines, etc.
<input type="checkbox"/>	<input type="checkbox"/>	Pre-application meeting form - if applicable

# PLAN SET REQUIREMENTS

Ensure each drawing sheet in the plan set is labeled with the correct scale, address, and north arrow.

Office Use Only	Completed by Applicant	<b>NOTE: ALL MEASUREMENTS TO BE PROVIDED IN METRIC.</b>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Site Plan (1:200 scale recommended):</b>
<input type="checkbox"/>		<b>Adjacent to Property:</b>
<input type="checkbox"/>	<input type="checkbox"/>	City streets (labeled with name)
<input type="checkbox"/>	<input type="checkbox"/>	Sidewalks, paths, crosswalks, bus shelters (width and labeled)
<input type="checkbox"/>	<input type="checkbox"/>	Light standards, utility poles, street signage (labeled)
<input type="checkbox"/>	<input type="checkbox"/>	Back of sidewalk and curb, lip of gutter (width and dimension to property lines)
<input type="checkbox"/>	<input type="checkbox"/>	Curb cuts (labeled existing or proposed, if to remain)
<input type="checkbox"/>	<input type="checkbox"/>	Public Trees (label species, height, caliper, and canopy)
		<b>Subject Property:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Property lines (dimensioned and labeled as existing and proposed)
<input type="checkbox"/>	<input type="checkbox"/>	Parcel area
<input type="checkbox"/>	<input type="checkbox"/>	Easements, right-of-way, covenant areas (dimensions, and labeled by type and registration number)
<input type="checkbox"/>	<input type="checkbox"/>	Utilities on and adjoining the parcel (deep, shallow and overhead)
<input type="checkbox"/>	<input type="checkbox"/>	Location of septic field
		<b>Setbacks:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Front, rear and side setbacks from property lines to all building elevations
<input type="checkbox"/>	<input type="checkbox"/>	Distance from future road reserves
		<b>Site and Building Coverage:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Area of each building
<input type="checkbox"/>	<input type="checkbox"/>	Total site coverage
		<b>Geodetic Datum Points (provide existing and proposed):</b>
<input type="checkbox"/>	<input type="checkbox"/>	Corners of parcel and corners of building
<input type="checkbox"/>	<input type="checkbox"/>	Main Floor
<input type="checkbox"/>	<input type="checkbox"/>	Roof Peak
		<b>Buildings:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Outline and dimensions of all buildings (including Sales Centres where required)
<input type="checkbox"/>	<input type="checkbox"/>	Outline eaves (dimension eave depth)
<input type="checkbox"/>	<input type="checkbox"/>	Projections and structures (labeled- bay windows, cantilevers, window wells, decks, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	Mechanical equipment (labeled- air conditioners, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	Location of all openings (labeled- windows, doors, overhead doors, etc.)
		<b>Driveways &amp; Parking Areas:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Driveway setback to property line, length from back of curb or sidewalk (dimension)
<input type="checkbox"/>	<input type="checkbox"/>	Driveway width at property line
<input type="checkbox"/>	<input type="checkbox"/>	Driveway surface material
<input type="checkbox"/>	<input type="checkbox"/>	Parking spaces (dimensions of stalls, setback distance from property line)
<input type="checkbox"/>	<input type="checkbox"/>	Location and number of accessible parking stalls (dimensions)
<input type="checkbox"/>	<input type="checkbox"/>	Location and number of bicycle parking stalls (label Class I or II)
<input type="checkbox"/>	<input type="checkbox"/>	Provision for universal access

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<b>Waste &amp; Recycling, Signs, Lighting:</b> Location, dimensions, and materials of recycling/garbage enclosures (5 or more residential units requires commercial bins) Detailed elevation drawings of recycling/garbage enclosures Location of existing and proposed freestanding signage Site lighting plan (including type and location of fixtures)
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<b>Floor Plans for each floor including basement (1:200 scale recommended):</b> Layout of all exterior and interior walls (dimensions) Location of all doors and windows (dimensions) Purpose of each room (labeled) All room dimensions Roof plan
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<b>Elevation Drawings of buildings, fences, and retaining walls (1:200 scale recommended):</b> Exterior of each elevation Doors, windows, overhead doors (dimensions) Projections, decorative elements Screening Roof slope (labeled) Finishing materials (labeled type and colour) Existing and proposed grade extending from building to property lines Property lines extended vertically All visible geodetic datum points required on the site plan Vertical height of buildings and structures from proposed grade (dimension) Scaled drawings of street elevation with relationship to buildings on adjacent properties Any proposed signage (location and size) Daylight standards Coloured rendering (complete building elevations & landscape plan)
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<b>Landscaping Plan (1:200 scale recommended), to be completed by a Landscape Architect:</b> Outline of existing and proposed buildings and structures Parking layout and surface material Soft landscaping (trees, shrubs, hedges, planting beds, vines, lawn, etc.) Hard landscaping (pre-cast pavers, brick, concrete, etc.) Landscaping structures (trellises, arbours, lighting, etc.) Water conservation and irrigation plan (prepared by a qualified professional) Location and dimensions of private open space, amenity areas, and playareas Location of fences and retaining walls Height of fences and retaining walls Geodetic datum points at top and bottom of retaining walls A plant list of trees, shrubs, perennials, and ground cover including quantities, botanical and common names, planting sizes, and on-centre spacing Landscape cost estimate indicating topsoil, mulches, vegetative materials, hard and soft structures, fencing, play equipment, site furniture, etc. Preliminary grading information sufficient to determine special treatment or provisions to retaining elements Location and species of public trees (if proposed); and preliminary construction drawings

<input type="checkbox"/>	<input type="checkbox"/>	<b>Colour Board (submitted in a form that can be replicated, no physical samples):</b>
<input type="checkbox"/>	<input type="checkbox"/>	Roofing material and colour
<input type="checkbox"/>	<input type="checkbox"/>	Main exterior material and colour
<input type="checkbox"/>	<input type="checkbox"/>	Window/Door/Trim colour and material
<input type="checkbox"/>	<input type="checkbox"/>	Additional material, accent colour and colour details of balconies, railings, etc.

## **ADDITIONAL INFORMATION**

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Additional information may be requested upon review:

Office Use Only	Completed by Applicant	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Three dimensional drawings-</b> (Axonometric), shadow analysis, view analysis, massing model
<input type="checkbox"/>	<input type="checkbox"/>	<b>Green Buildings-</b> note inclusion of LEED or green building/design principles
<input type="checkbox"/>	<input type="checkbox"/>	<b>Utilities Concept Drawings-</b> detailing routing for sewer, drainage, and water

## **NUMBER OF COPIES REQUIRED**

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Please submit three (3) hardcopies of the proposed plan set, and one (1) USB stick or CD that contains a digital version of the complete application package.

Full Size (A1)	8 ½" x 11"	USB Stick or CD
<input type="checkbox"/> 2	<input type="checkbox"/> 1	<input type="checkbox"/> 1

## **APPLICANT CONFIRMATION**

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I confirm that all required information has been provided and is correct.

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

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

Screened by: \_\_\_\_\_

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

**NOTE:** *This application does not relieve the owner or the owner's authorized agent from full compliance with the requirements of any federal, provincial, or other municipal legislation, or the terms and conditions of any easement, covenant, building scheme or agreement affecting the building or land.*



Community Planning  
 1435 Water Street  
 Kelowna, BC V1Y 1J4  
 250-469-8626  
 kelowna.ca

# Zoning Analysis Table

FILE NUMBER: \_\_\_\_\_ - \_\_\_\_\_

The Zoning Analysis Table applies to all Rezoning and Development Permit applications for:

- ▶ Heritage Alteration Permit
- ▶ Development Variance Permit
- ▶ Infill Neighbourhood Development Permit (RU7)
- ▶ Hillside Residential Development Permit
- ▶ Multi-unit Residential Permit (3+ units)
- ▶ Commercial Permit
- ▶ Industrial Permit
- ▶ Institutional Permit

This analysis table provides the applicant an opportunity to demonstrate how the proposal meets the regulations of the Zoning Bylaw 8000. Please refer to the Zoning Bylaw 8000 online at [kelowna.ca/bylaws](http://kelowna.ca/bylaws).

**ALL MEASUREMENTS TO BE PROVIDED IN METRIC.**

Site Details:	Zone Requirement	Proposal
Site Area (m <sup>2</sup> )		
Site Width (m)		
Site Depth (m)		
Site Coverage of Building(s) (%)		
Site Coverage of buildings, driveways, and parking (%)		

Development Regulations:	Zone Requirement	Proposal
Total Number & Types of units		
Floor Area (gross/net)		
Floor Area Ratio (FAR)		
Building Height (stories/meters)		
<b>Building(s) Setbacks (m):</b>		
Front		
Side (_____)		
Side (_____)		
Rear		
Number of Parking Stalls/Loading Spaces		
<b>Setbacks to Parking (m):</b>		
Front		
Side (_____)		
Side (_____)		
Rear		
Drive Aisle Width (m)		
Number of Bicycle Parking Spaces		
Private Open Space Area		

CRITERIA FOR A CARRIAGE HOUSE OR ACCESSORY DEVELOPMENT

<b>Development Regulations:</b>		<b>Zone Requirement</b>	<b>Proposal</b>
Maximum Total Site Coverage (buildings)			
Maximum Total Site Coverage (buildings, driveways & parking)			
Maximum Height			
Minimum Front Yard			
Minimum Side Yard (_____)			
Minimum Side Yard (_____)			
Minimum Rear Yard			
<b>Carriage House Regulations:</b>		<b>Requirement</b>	<b>Proposal</b>
<b>All Carriage Houses</b>	Maximum Height (to mid-point)	Lesser of 4.8 m or mid-point of principal dwelling	
	Maximum Height (to peak)	Peak of principal dwelling	
	Minimum Front Yard	9.0 m (RU1c, RU2c, RU6) 12.0 m (RR1c, RR2c, RR3c)	
	Minimum Side Yard (_____)	1.5 m	
	Minimum Side Yard (_____)	4.5 m (flanking street)	
	Minimum Rear Yard	0.9 m (with lane) 1.5 m (without lane) 3.0 m (RR1c, RR2c without lane)	
	Minimum Distance to Principal Dwelling	3.0 m	
	Maximum Net Floor Area to Principal Dwelling	75%	
<b>Higher than Single Storey</b>	Maximum Net Floor Area	90 m <sup>2</sup>	
	Maximum Combined Building Footprint (carriage house & all accessory buildings / structures)	90 m <sup>2</sup> (RU1c, RU2c, RU6)	
	Maximum Combined Site Coverage (carriage house & all accessory buildings / structures)	14%	
	Maximum Upper Storey Floor Area to Building Footprint	75%	
<b>Single Storey</b>	Maximum Net Floor Area	100 m <sup>2</sup>	
	Maximum Combined Building Footprint (carriage house & all accessory buildings / structures)	130 m <sup>2</sup> (RU1c, RU2c, RU6) 150 m <sup>2</sup> (RR1c, RR2c, RR3c)	
	Maximum Building Footprint of Accessory Buildings / Structures	50 m <sup>2</sup>	
	Maximum Combined Site Coverage (carriage house & all accessory buildings / structures)	Lesser of 20% or 130 m <sup>2</sup> (RU1c, RU2c, RU6) Lesser of 20% or 150 m <sup>2</sup> (RR1c, RR2c, RR3c)	
<b>Other Regulations:</b>		<b>Requirement</b>	<b>Proposal</b>
Minimum Parking Requirements		3 stalls	
Minimum Private Open Space		30 m <sup>2</sup> per dwelling	

**NOTE:** Additional analysis requirements may be required for individual zones within the Zoning Bylaw 8000.

Additional Information:

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Community Planning  
 1435 Water Street  
 Kelowna, BC V1Y 1J4  
 250-469-8626  
 kelowna.ca

Development Services  
 1435 Water Street  
 Kelowna, BC V1Y 1J4  
 250-469-8960  
 24-hour Inspection Line:  
 250-469-8977

# Owner's Authorization Form

Application Number \_\_\_\_\_

## PROPERTY INFORMATION

Municipal Address(es): \_\_\_\_\_

Legal Description(s): \_\_\_\_\_

Project Description: \_\_\_\_\_

Registered Owner Name(s): \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Please be advised that I/we, the registered owner(s) of the above mentioned property(ies),

(select one)

- will apply for all applications related to the above mentioned project.
- authorize the following agent to apply for all applications related to the above mentioned project on my/our behalf:
- authorize the following agent access to property information related to the above address on my/our behalf

<b>Agent Name:</b>		<b>Agent Company:</b>	
<b>Mailing Address:</b>			
<b>City:</b>		<b>Prov:</b>	<b>Postal Code:</b>
<b>Telephone:</b>		<b>Cell:</b>	
<b>Email Address:</b>			

I/We agree to immediately notify the City of Kelowna, in writing, of any changes regarding this information.

Owner's Name(s) (printed): \_\_\_\_\_

Owner's Signature(s): \_\_\_\_\_

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

## SCHEDULE 1 Site Profile

Version 4.0

### **Introduction**

Under section 40 of the *Environmental Management Act*, a person who knows or reasonably should know that a site has been used or is used for industrial or commercial purposes or activities must in certain circumstances provide a site profile.

Schedule 2 of the Contaminated Sites Regulation sets out the types of industrial or commercial purposes or activities to which site profile requirements apply.

*If section 40 of the Environmental Management Act applies to you and you know or reasonably should know that the site has been used or is used for one of the purposes or activities found in Schedule 2 of the Contaminated Sites Regulation, you may be required to complete the attached site profile.*

### ***Notes/Instructions:***

Persons preparing a site profile *must* complete Section I, II and III, answer all questions in sections IV through IX, and sign section XI. If the site profile is not satisfactorily completed, it will not be processed under the *Environmental Management Act* and the Contaminated Sites Regulation. Failure to complete the site profile satisfactorily may result in delays in approval of relevant applications and in the postponement of decisions respecting the property.

The person completing this site profile is responsible for the accuracy of the answers. Questions must be answered *to the best of your knowledge*.

Section 27 (1) of the *Freedom of Information and Protection of Privacy Act* requires that provision of personal information concerning an individual must be authorized by that individual. Persons completing the site profile on behalf of the site owner must be authorized by the site owner.

One (1) site profile may be completed for a site comprised of more than one titled or untitled parcel, but individual parcels must be identified.

The latitude and longitude (accurate to 0.5 of a second using North American Datum established in 1983) of the centre of the site must be provided. Also, please attach an accurate map, containing latitude, longitude and datum references, which shows the boundaries of the site in question. Please use the largest scale map available.

If the property is legally surveyed, titled and registered, then all PID numbers (**P**arcel **I**dentifiers – Land Title Registry system) must be provided for *each* parcel as well as the appropriate legal description.

If the property is untitled Crown land (no PID number), then the appropriate PIN numbers (**P**arcel **I**dentification **N**umbers – Crown Land registry system) for each parcel with the appropriate land description should be supplied.

If available, the Crown Land File Number for the site should also be supplied.

Anything submitted in relation to this site profile will become part of the public record and may be made available to the public through the Site Registry as established under the *Environmental Management Act*.

Under section 43 of the *Environmental Management Act*, corporate and personal information contained in the site profile may be made available to the public through the Site Registry. If you have questions concerning the collection of this information, contact the Site Registrar, at [site@gov.bc.ca](mailto:site@gov.bc.ca). For questions on site profiles, please send a message to [siteprofiles@gov.bc.ca](mailto:siteprofiles@gov.bc.ca).

## I CONTACT IDENTIFICATION

### A. Name of Site Owner:

Last \_\_\_\_\_ First \_\_\_\_\_ Middle Initial(s) \_\_\_\_\_ (and/or, if applicable)

Company \_\_\_\_\_

Owner's Civic Address \_\_\_\_\_

City \_\_\_\_\_ Province/State \_\_\_\_\_

Country \_\_\_\_\_ Postal Code/ZIP \_\_\_\_\_

### B. Person Completing Site Profile (Leave blank if same as above):

Last \_\_\_\_\_ First \_\_\_\_\_ Middle Initial(s) \_\_\_\_\_ (and/or, if applicable)

Company \_\_\_\_\_

### C. Person to Contact Regarding the Site Profile:

Last \_\_\_\_\_ First \_\_\_\_\_ Middle Initial(s) \_\_\_\_\_ (and/or, if applicable)

Company \_\_\_\_\_

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

City \_\_\_\_\_ Province/State \_\_\_\_\_

Country \_\_\_\_\_ Postal Code/ZIP \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## II SITE IDENTIFICATION

**Please attach a site location map**

### All Property

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

Latitude: Degrees \_\_\_\_\_ Minutes \_\_\_\_\_ Seconds \_\_\_\_\_

Longitude: Degrees \_\_\_\_\_ Minutes \_\_\_\_\_ Seconds \_\_\_\_\_

Please attach a map of appropriate scale showing the boundaries of the site.

### For Legally Titled, Registered Property

Site Street Address (if applicable) \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_

**PID** numbers and associated legal descriptions. *Attach an additional sheet if necessary.*

<u>PID</u>	<u>Legal Description</u>
_____	_____
_____	_____
_____	_____
_____	_____

Total number of titled parcels represented by this site profile is: \_\_\_\_\_

**For Untitled Crown Land**

**PIN** numbers and associated Land Description. *Attach an additional sheet if necessary.*

<u>PIN</u>	<u>Land Description</u>
_____	_____
_____	_____
_____	_____
_____	_____

Total number of untitled crown land parcels represented by this site profile is: \_\_\_\_\_

(and, if available)

Crown land file numbers. *Attach an additional sheet if necessary.*

\_\_\_\_\_

**III COMMERCIAL AND INDUSTRIAL PURPOSES OR ACTIVITIES**

Please indicate below, in the format of the example provided, which of the industrial and commercial purposes and activities from Schedule 2 have occurred or are occurring on this site.

**EXAMPLE**

<u>Schedule 2 Reference</u>	<u>Description</u>
E1	appliance, equipment or engine repair, reconditioning, cleaning or salvage
F10	solvent manufacturing or wholesale bulk storage

*Please print legibly. Attach an additional sheet if necessary*

<u>Schedule 2 Reference</u>	<u>Description</u>
_____	_____
_____	_____
_____	_____
_____	_____

<b>IV AREAS OF POTENTIAL CONCERN</b>			
	<b>Is there currently or to the best of your knowledge has there previously been on the site any</b> (please mark the appropriate column opposite the question):	<b>YES</b>	<b>NO</b>
<b>A.</b>	Petroleum, solvent or other polluting substance spills to the environment greater than 100 litres?		
<b>B.</b>	Residue left after removal of piled materials such as chemicals, coal, ore, smelter slag, air quality control system baghouse dust?		
<b>C.</b>	Discarded barrels, drums or tanks?		
<b>D.</b>	Contamination resulting from migration of substances from other properties?		
<b>V FILL MATERIALS</b>			
	<b>Is there currently or to the best of your knowledge has there previously been on the site any deposit of</b> (please mark the appropriate column opposite the question):	<b>YES</b>	<b>NO</b>
<b>A.</b>	Fill dirt, soil, gravel, sand or like materials from a contaminated site or from a source used for any of the activities listed under Schedule 2?		
<b>B.</b>	Discarded or waste granular materials such as sand blasting grit, asphalt paving or roofing material, spent foundry casting sands, mine ore, waste rock or float?		
<b>C.</b>	Dredged sediments, or sediments and debris materials originating from locations adjacent to foreshore industrial activities, or municipal sanitary or stormwater discharges?		
<b>VI WASTE DISPOSAL</b>			
	<b>Is there currently or to the best of your knowledge has there previously been on the site any landfilling, deposit, spillage or dumping of the following materials</b> (please mark the appropriate column opposite the question):	<b>YES</b>	<b>NO</b>
<b>A.</b>	Materials such as household garbage, mixed municipal refuse, or demolition debris?		
<b>B.</b>	Waste or byproducts such as tank bottoms, residues, sludge, or flocculation precipitates from industrial processes or wastewater treatment?		
<b>C.</b>	Waste products from smelting or mining activities, such as smelter slag, mine tailings, or cull materials from coal processing?		
<b>D.</b>	Waste products from natural gas and oil well drilling activities, such as drilling fluids and muds?		
<b>E.</b>	Waste products from photographic developing or finishing laboratories; asphalt tar manufacturing; boilers, incinerators or other thermal facilities (e.g. ash); appliance, small equipment or engine repair or salvage; dry cleaning operations (e.g. solvents); or from the cleaning or repair of parts of boats, ships, barges, automobiles or trucks, including sandblasting grit or paint scrapings?		

<b>VII TANKS OR CONTAINERS USED OR STORED, OTHER THAN TANKS USED FOR RESIDENTIAL HEATING FUEL</b>			
	<b>Are there currently or to the best of your knowledge have there been previously on the site any</b> (please mark the appropriate column opposite the question):	<b>YES</b>	<b>NO</b>
<b>A.</b>	Underground fuel or chemical storage tanks other than storage tanks for compressed gases?		
<b>B.</b>	Above ground fuel or chemical storage tanks other than storage tanks for compressed gases?		
<b>VIII HAZARDOUS WASTES OR HAZARDOUS SUBSTANCES</b>			
	<b>Are there currently or to the best of your knowledge have there been previously on the site any</b> (please mark the appropriate column opposite the question):	<b>YES</b>	<b>NO</b>
<b>A.</b>	PCB-containing electrical transformers or capacitors either at grade, attached above ground to poles, located within buildings, or stored?		
<b>B.</b>	Waste asbestos or asbestos containing materials such as pipe wrapping, blown-in insulation or panelling buried?		
<b>C.</b>	Paints, solvents, mineral spirits or waste pest control products or pest control product containers stored in volumes greater than 205 litres?		
<b>IX LEGAL OR REGULATORY ACTIONS OR CONSTRAINTS</b>			
	<b>To the best of your knowledge are there currently any of the following pertaining to the site</b> (please mark the appropriate column opposite the question):	<b>YES</b>	<b>NO</b>
<b>A.</b>	Government orders or other notifications pertaining to environmental conditions or quality of soil, water, groundwater or other environmental media?		
<b>B.</b>	Liens to recover costs, restrictive covenants on land use, or other charges or encumbrances, stemming from contaminants or wastes remaining onsite or from other environmental conditions?		
<b>C.</b>	Government notifications relating to past or recurring environmental violations at the site or any facility located on the site?		
<b>X ADDITIONAL COMMENTS AND EXPLANATIONS</b>			
<p>(Note 1: Please list any past or present government orders, permits, approvals, certificates and notifications pertaining to the environmental condition, use or quality of soil, surface water, groundwater or biota at the site.</p> <p>Note 2: If completed by a consultant, receiver or trustee, please indicate the type and degree of access to information used to complete this site profile. Attach extra pages, if necessary):</p> <hr/> <hr/> <hr/> <hr/>			

<b>XI SIGNATURES</b>			
<p>The person completing the site profile states that the above information is true based on the person's current knowledge as of the date completed.</p>			
<p>_____ Signature of person completing site profile</p>		<p>_____ Date completed: (YY-MM-DD)</p>	
<b>XII OFFICIAL USE</b>			
<b>Local Government Authority</b>			
<p><b>Reason for submission</b> <i>(Please check one or more of the following)</i></p>			<p><b>Soil removal</b> <input type="checkbox"/></p>
<p> <input type="checkbox"/> Subdivision application   <input type="checkbox"/> Zoning application   <input type="checkbox"/> Development permit   <input type="checkbox"/> Variance permit   <input type="checkbox"/> Demolition permit </p>			
<p>Date received:</p>	<p><u>Local Government contact :</u></p> <p>Name _____</p> <p>Agency _____</p> <p>Address _____</p> <p>_____</p> <p>Telephone _____ Fax _____</p>	<p>Date submitted to Site Registrar:</p>	<p>Date forwarded to Director of Waste Management:</p>
<b>Director of Waste Management</b>			
<p><b>Reason for submission</b> <i>(Please check one or more of the following)</i></p>			
<p> <input type="checkbox"/> Under Order   <input type="checkbox"/> Site decommissioning   <input type="checkbox"/> Foreclosure </p>			
<p>Date received:</p>	<p><u>Assessed by:</u></p> <p>Name _____</p> <p>Region _____</p> <p>Telephone _____ Fax _____</p> <p>If site profile entered, SITE ID # _____</p>	<p>Investigation Required?</p> <p><b>YES NO</b></p>	<p>Decision date:</p>
<b>Site Registrar</b>			
<p>Date received:</p>	<p><u>Entered onto Site Registry by:</u></p>	<p>SITE ID #:</p>	<p>Entry date:</p>