



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

# Subdivision Application Form

## TYPE OF APPLICATION

<input type="checkbox"/> Subdivision – Preliminary Layout Review (PLR)	<input type="checkbox"/> Subdivision – Phased Strata (# of lots: _____)
<input type="checkbox"/> Subdivision – PLR Extension	<input type="checkbox"/> Soil Deposit or Removal
<input type="checkbox"/> Subdivision – Technical	<input type="checkbox"/> Road Re-naming
<input type="checkbox"/> Subdivision – Approval (# of lots: _____)	<input type="checkbox"/> Document Execution (covenant / right-of-way / discharge)
<input type="checkbox"/> Subdivision – Form P / Amended Form P	<input type="checkbox"/> Other: _____

## APPLICATION DETAILS

### Applicant (Development Application Primary Contact):

Full Legal Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone/Cell: \_\_\_\_\_

Email: \_\_\_\_\_

### Registered Owner(s) of the Property (If the applicant is not the registered owner, a Letter of Authorization is required):

Full Legal Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone/Cell: \_\_\_\_\_

Email: \_\_\_\_\_

### Property Description:

Legal Description: \_\_\_\_\_

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

Description of Application: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## APPLICANT CONFIRMATION

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 subdivision 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.

I further acknowledge that **Development Cost Charges (DCCs)** may be payable at the time of subdivision.

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