



1926 Tsawwassen Drive
 Tsawwassen, BC V4M 4G2
 Canada

Tel: 604-943-2112
 www.tsawwassenfirstnation.com

TSAWWASSEN FIRST NATION
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Neighbourhood Plan Amendment Application Form

Name of Applicant: _____ File No.: _____
 Address: _____ Project Address: _____
 Phone: _____ Phone (other): _____
 Email: _____ Fax: _____

Property Owner Information as Registered on Legal Title

Property Owner Name: _____ Phone: _____
 Address: _____

Property Information

Property Address: _____ PID: _____
 Legal Description: _____

Copies of any covenant, easement, and statutory right-of-way registered on title are required to be submitted with application.

Disclaimer

This application is made with my full knowledge and consent:

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

If applicant is not a registered owner: This application is made with full knowledge that I am the sole agent for the owner(s) and will be the only contact with Tsawwassen First Nation Lands Department.

Name of applicant/authorized agent: _____
 Signature of applicant/authorized agent: _____ Date: _____

Internal Use Only

Date Received: _____ Received By: _____
 Date Complete: _____ Application Fee Amount: _____



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Neighbourhood Plan Amendment Application

Name: _____ File No.: _____
Address: _____ Project Address: _____
Owner / Applicant / Both Date: _____

Documents & Drawings

	Submitted	N/A		Format
1			Copy of Legal Title	
2			Proof of ownership if not shown on Title	
3			Owner's authorization (if applicant is not the property owner)	
4			Electronic copy of full application package	USB key; file names to be formatted as follows: Document Title_Date (Year.Month.Day)_Version Number
5			Printed copy of full application package	
6			Site plan, at an appropriate scale, showing:	One full size hard copy and two 11 x 17 hard copies
6a			Exterior boundaries of the proposed <i>Neighbourhood Plan</i> amendment area	
6b			North arrow	
6c			Measurements labelled in metric	
6d			All bodies of water and/or watercourses	
6e			Accurate location of all existing buildings and structures within subject site	
6f			Present and proposed zoning designation	
6g			All building and/or structure removal or relocation	
6h			Date upon which the plan was prepared, and any revision dates	
6i			Complete legal description for each parcel to be included in the proposed <i>Neighbourhood Plan</i> amendment	
6j			Minimum floor elevation of the proposed building(s)	
6k			Existing Neighbourhood Plan boundary	

Note: This document does not replace the Land Use Planning and Development Act or its regulations.

7			Written statement demonstrating conformance with Part 2, Section 7 of the <i>Land Use Planning and Development Act</i>	One hard copy
8			Written statement describing and justifying the <i>Neighbourhood Plan</i> amendments, and outlining pertinent land servicing and land use issues	Three hard copies
9			Written statement demonstrating conformance with the <i>Land Use Plan</i>	Three hard copies
10			Site profile	One hard copy
11			Geotechnical report	One hard copy
12			Grading plan	One hard copy
13			Servicing plan	One full size hard copy and two 11 x 17 hard copies
14			Traffic analysis	One full size hard copy and two 11 x 17 hard copies
15			A wayfinding signage plan	One full size hard copy and two 11 x 17 hard copies
16			Written statement describing the proposed development's conformance with the <i>Neighbourhood Design Guidelines</i>	Three hard copies
17			If the application does not constitute an entire Development Precinct, a Precinct Plan	One full size hard copy and two 11 x 17 hard copies

Documents & Drawings - Internal Use Only

	Submitted	N/A	
1			Notification of approval/denial (file copy of signed original)
2			Related Executive Council documents (reports, orders, motions, etc.)
3			Advisory Council Meeting minutes
4			Copy of Application Fee Payment - Amount:
5			Issued permit (file copy of signed original)
6			Community meeting notices, letters, emails, etc.

Note: This document does not replace the Land Use Planning and Development Act or its regulations.



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Tsawwassen First Nation Development Application Requirements

Tsawwassen First Nation (TFN) Lands Department will be pleased to accept and begin processing your development application, once the requirements outlined in this document have been completed by the applicant and submitted with a Development Application Form. TFN will not accept incomplete development applications, and may request additional information. Applicants must submit **one electronic and one printed** full application package. The TFN Lands Department will retain a copy of submitted application materials.

Neighbourhood Plan Amendment

1. Application Fee
2. A copy of Legal Title, issued not more than 30 days prior to the application date, for any parcel of land subject to the application and a copy of all restrictive covenants and easements registered on property.
3. Proof of ownership, if not shown on Title.
4. If the applicant is not the property owner, a written authorization from the parcel's owner, permitting an agent to act on their behalf.
5. One copy of a site plan, which is fully dimensioned and drawn at a readable scale (e.g., 1:500 or 1:1000) in conformity with all applicable regulations of the *Land Use Planning and Development Act*, as amended, and showing:
 - a. The exterior boundaries of the proposed Neighbourhood Plan amendment area boldly outlined
 - b. North arrow;
 - c. All measurement labelled in metric;
 - d. All bodies of water and/or watercourses;
 - e. Accurate location of all existing buildings and structures within the subject site
 - f. Present and proposed zoning designation;
 - g. All building and/or structure removal or relocation clearly indicated;
 - h. The date upon which the site plan was prepared and any revision dates.
 - i. Complete legal description for each parcel to be included in the proposed *Neighbourhood Plan* amendment;
 - j. The minimum floor elevation of the proposed building(s);
6. A written statement demonstrating conformance with Section 7 (Non-Conforming Uses) of the *Land Use Planning and Development Act*.
7. A written statement describing and justifying the Neighbourhood Plan amendments, and outlining the land servicing and land use issues that the land holder considers to be most pertinent.
8. A written statement demonstrating conformance with the Land Use Plan.
9. A Site Profile.

Note: This document does not replace the Land Use Planning and Development Act or its regulations.

10. A geotechnical report, prepared by a qualified Professional Engineer, in support of the proposed land uses.
11. A grading plan, prepared by a qualified Professional Engineer, of the proposed final grades of the subject site.
12. A servicing plan and statement as to the availability and adequacy of major infrastructure components (e.g., sanitary sewer, potable water supply, and storm water management).
13. A traffic analysis, if the land development proposes significant density increases, land use impacts, or covers large areas of land.
14. If the proposed development involves cycling paths, a signage plan demonstrating conformance with TransLink's *Wayfinding Guidelines for Utility Cycling in Metro Vancouver*.
15. If the subject site is within the *Neighbourhood Plan Residential/Commercial Enterprise Area*,
 - a. Or abuts it, the site plan will include the *Neighbourhood Plan Residential/Commercial Enterprise Area* boundary.
 - b. A written statement describing the proposed developments' conformance with the *Tsawwassen First Nation Neighbourhood Plan Area Design Guidelines* is required.
 - c. and the application does not constitute an entire Development Precinct, a Precinct Plan shall be submitted that demonstrates
 - i. conformance with the policies, requirements, and schedules of the TFN Neighbourhood Plan
 - ii. road circulation layout, proposed dwelling unit types and densities (FSR)
 - iii. How the subject site connects to infrastructure and utilities on adjacent land parcels.