



PEACE RIVER REGIONAL DISTRICT

Dawson Creek

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Dawson Creek, BC
V1G 4H8

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E:prrd.dc@prrd.bc.ca

Fort St John

9505 100th Street
Fort St John, BC
V1J 4N4

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E:prrd.fsj@prrd.bc.ca

For Office Use:

Receipt # _____

Date Received _____

File No. _____

Sign Issued: Yes ☐ No ☐ N/A ☐

Application for Development

1. TYPE OF APPLICATION

	FEE
☐ Official Community Plan Bylaw Amendment*	\$ 1,500.00
☐ Zoning Bylaw Amendment* #	\$ 1,000.00
☐ Official Community Plan / Zoning Bylaw Amendment combined* #	\$ 2,000.00
☐ Temporary Use Permit* #	\$ 750.00
☐ Temporary Use Permit Renewal	\$ 350.00
☒ Development Permit #	\$ 250.00
☐ Development Permit Amendment #	\$ 200.00
☐ Development Variance Permit	\$ 500.00
☐ Liquor Licence Referral Application	\$ 150.00

* Sign is required for this application type.

Contaminated Site Declaration Form required for this application type.

☐ Exclusion from the Agricultural Land Reserve	\$ 1,500.00
(Applicant responsible for additional costs associated with the advertisements, signage, and facility rental, if applicable)	

2. PLEASE PRINT

Property Owner's Name	Authorized Agent of Owner (if applicable)
Ewelina Wiens, Emmanuel Alexander Lobanow	
Address of Owner	Address of Agent
[REDACTED]	
City/Town/Village	City/Town/Village:
[REDACTED]	
Postal Code:	Postal Code:
[REDACTED]	
Telephone Number:	Telephone Number:
[REDACTED]	
E-mail:	E-mail:
[REDACTED]	

Notice of collection of personal information:

Personal information on this form is collected for the purpose of processing this application. The personal information is collected under the authority of the *Local Government Act* and the bylaws of the PRRD. Documentation/Information submitted in support of this application can be made available for public inspection pursuant to the *Freedom of Information and Protection of Privacy Act*.

3. PROPERTY DESCRIPTION

Please list the full Legal Description and PID of each property under application		
<u>Legal Description</u>	<u>PID</u>	<u>Area of Each Lot</u>
Lot 15, Section 17, township 84, Range 19	025-186-931	2.02 ha./acres
West of the 6th Meridian Peace River		ha./acres
District, Plan PGP 472555		ha./acres
		TOTAL AREA 2.02 ha./acres

4. CIVIC ADDRESS OR LOCATION OF PROPERTY: 12821 Bens Rd, Charlie Lake, BC.

5. PARTICULARS OF PROPOSED AMENDMENT

Please check the box(es) that apply to your application type:

☐ Official Community Plan (OCP) Bylaw amendment:

Proposed Land Use: _____

☐ Zoning Bylaw amendment:

Proposed Land Use: _____

☐ Development Variance Permit – describe proposed variance request:

☐ Temporary Use Permit or Temporary Use Permit Renewal – describe proposed use:

☒ Development Permit or Development Permit Amendment

☐ Liquor Licence Referral Application

6. Describe the existing uses and buildings on the subject property:

Residential property with an existing single-family dwelling.

7. Describe your proposal. Attach a separate sheet if necessary:

Construct a 40' X 60' shop for indoor storage of a hydrovac truck and associated equipment, with gravel access and maneuvering area.

8. Describe the landscaping being proposed on the property:

Existing mature trees and vegetation will be retained where possible. Gravel will be installed around the shop and access area.

9. Reasons and comments in support of the application. Attach a separate sheet if necessary:

Indoor storage is required to protect the hydro vac and equipment from freezing during harsh winter conditions and keep it operational.

10. Describe the proposed and/or existing means of sewage disposal for the property:

No sewage disposal required for the proposed shop.

11. Describe the proposed and/or existing means of water supply for the property:

No water supply required for the proposed shop

THE FOLLOWING INFORMATION IS REQUIRED FOR ALL APPLICATIONS:

14. Proof of ownership of the subject property or properties dated no more than thirty (30) days prior to the date of application. (For example: State of Title Certificate, BC Land Title Office Property Title Search, Corporate Registry Search, or recent Property Tax Notice.)

15. A Sketch Plan of the subject property or properties, showing the following:

- (a) the legal boundaries and dimensions of the subject property;
- (b) boundaries, dimensions, and area of any proposed lots (if subdivision is being proposed);
- (c) the location and size of existing buildings and structures on the subject property, with distances to property lines;
- (d) the location and size of any proposed buildings, structures, or additions thereto, with distances to property lines;
- (e) the location of any existing sewage disposal systems;
- (f) the location of any existing or proposed water source;
- (g) the location and dimensions of all accesses and egresses to the property including driveways;
- (h) any existing landscaping or vegetation;
- (i) any existing landscaping or vegetation to be removed; and
- (j) any new landscaping or vegetation proposed.

ADDITIONAL OR MORE DETAILED INFORMATION MAY BE REQUESTED BY THE PEACE RIVER REGIONAL DISTRICT FOLLOWING REVIEW OF YOUR APPLICATION.

If it is necessary for the property boundaries and the location of buildings and structures to be more accurately defined, a survey plan prepared by a British Columbia Land Surveyor may be required.

Security

Security may be required for the following application types as per the Development Approval Procedures Bylaw No. 2558, 2024:

- Temporary Use Permit; and
- Development Permit.

Public Notice Signs – Development Approval Procedures Bylaw No. 2558, 2024

- 8.2 A Public Notice sign shall be posted on the subject property for any parcel that is subject to an application for:
- a) Amendment to an Official Community Plan and/or Zoning Bylaw;
 - b) Temporary Use Permit; or
 - c) Exclusion from Agricultural Land Reserve, in compliance with the Agriculture Land Commission Act and Regulations.
- 8.3 Failure to post and keep the sign in accordance with this bylaw may result in a delay or postponement of the application.
- 8.4 Any additional notification costs incurred by the Regional District, as a result of the Applicant failing to post the required sign, shall be payable by the Applicant prior to advertising of the Public Hearing or delivery of public notifications.
- 8.5 All Public Notice signs must:
- a) Be placed to maximize its visibility to those travelling along the main highway by which the property is accessed;
 - b) Be erected on the property a minimum of fourteen (14) days prior to the Board considering the application, and the Applicant must submit to the Regional District a photograph clearly showing the sign posted on the property in accordance with this bylaw;
 - c) Be placed in a manner that does not interfere with pedestrian or vehicle traffic flow, or create a potential hazard by obstructing visibility from a highway;
 - d) Be installed in a safe, sturdy manner, capable of withstanding typical wind and other weather conditions;
 - e) Remain in place continuously until the application has been closed; and f) Applicants are encouraged to dispose of the signs by recycling them.

16. I / We the undersigned hereby declare that the information provided in this application is complete and is, to the best of my / our knowledge, a true statement of the facts related to this application.



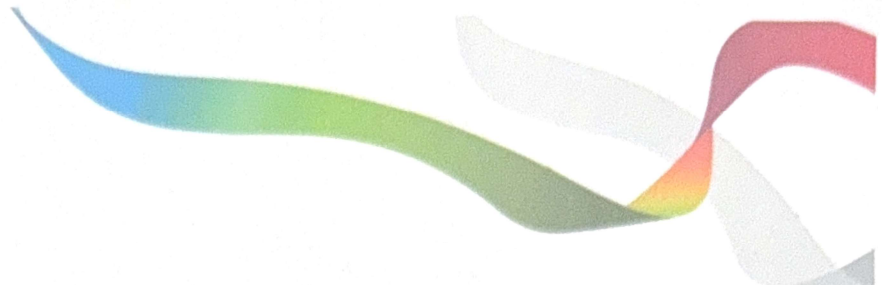
Aug 24, 26
Date signed

Aug 24, 26
Date signed

17. **AGENT'S AUTHORIZATION**

If you have an agent act on your behalf in submission of this application, the following authorization **MUST** be signed by **ALL** property owners.

I / We _____ and _____ hereby authorize (name of landowner) (name of landowner)	
_____ to act on my/our behalf regarding this application. (name of agent)	
Signature of Owner:	Date:
Signature of Owner:	Date:



CONTAMINATED SITE DECLARATION FORM

I, Ewelina Wiers, Emmanuel Alexander Lobanow, hereby acknowledge that the
Environmental Management Act, 2003, as amended, is effective as of February 1, 2021.

Legal Description(s):

Lot 15, Section 17, township 84, Range 19, West
Of the 6th meridian Peace River District.
Plan PGP 472555

Please check only one:

☒ I have read Schedule 2 and based on my personal knowledge of the property in question, I do not believe that it is or has been used for any of the industrial or commercial purposes and activities specified in Schedule 2 of the regulations. Accordingly, I elect not to complete and submit a 'site disclosure statement', as outlined in Section 40.(1) of the Act.

☐ I have read Schedule 2 and one or more of the identified purposes or activities is or has occurred on the land(s) legally described above.

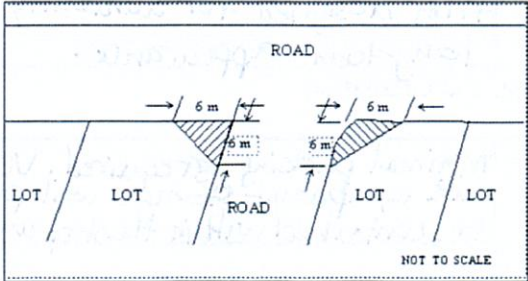
*Please contact staff to submit a "site disclosure statement" at planning@prrd.bc.ca

I further acknowledge that this declaration does not remove any liability, which may otherwise be applicable, under the legislation.

09/09/26/
dd mm yyyy

09/09/26/
dd mm yyyy

COMMERCIAL DEVELOPMENT PERMIT AREA GUIDELINES CHECKLIST

Guidelines	Comments
Building Siting and Design	
1. Buildings shall be located towards the front parcel line, with parking and loading areas located to the side or rear of the parcel.	The proposed 40'x60' shop will be located toward the front of the parcel. with gravel parking adjacent to the building.
2. Building entrances shall be oriented towards the front parcel line and be clearly identifiable. Architectural features such as canopies, lighting and building articulation which highlight entrances are encouraged.	The main shop entrance and overhead door will be clearly identifiable and oriented toward the maneuvering area.
3. Accessory buildings and uses including storage, repair, and maintenance areas shall be located at the rear or side of the parcel, away from the highway and road right-of-way, in order to enhance the appearance of the development along any such highway or road right-of-way.	The hydrovac truck and associated equipment will be stored inside the enclosed shop. No outdoor storage or repair area is proposed.
4. Buildings and parking areas shall incorporate universal design principles.	The building and surrounding area gravel access area will be designed to provide level, accessible access where practical.
5. Buildings, accesses and parking areas should be designed in a manner that is easy to understand and navigate while ensuring pedestrian safety.	The existing driveway will provide clear access to the shop. The yard will provide sufficient maneuvering space for the truck and keep vehicle movements contained within property.
6. No buildings or structures shall be located within the sight triangle, as shown in Figure 8 Sight Triangle.  Figure 8 Sight Triangle	The proposed shop will be located outside the sight triangle and will not obstruct visibility or interfere with traffic entering or exiting the property.

7. The use of an overall aesthetic colour scheme is encouraged to promote a cohesive and appealing design.	Shop will have a consistent, neutral colour scheme with a clean and cohesive exterior appearance.
Winter Design Considerations	
8. Buildings should be designed to maximize sunlight exposure to absorb and retain heat during winter months while providing shade from the summer sun.	Building placement and design will consider natural sunlight exposure where practical.
9. Building roofs and eaves should be designed to prevent snow from accumulating and sliding on to the ground below.	Roof and eaves will be designed to safely manage snow accumulation and prevent snow from sliding into access or maneuvering areas.
10. Snow storage areas should be situated in areas that receive long periods of sunlight to quickly melt and drain the snow and generally be out of site from highway and road right-of-ways.	Snow will be store on-site in designated areas away from the road right of-way and positioned to allow melting and drainage.
11. Snow storage areas should be located and designed to minimize runoff from snow melt entering naturalized areas or adjacent agricultural lands.	Snow storage will be located to keep snow melt runoff contained on the property and away from neighbouring properties.
Materials	
12. Exterior building materials shall be durable and of high quality.	Exterior building materials will be durable, weather-resistant and suitable for the northern climate.
13. Building façades are encouraged to include a mixture of exterior building cladding materials, such as brick, stone, wood or other durable and aesthetically pleasing material.	The shop will be constructing with high-quality galvanized metal siding and trim designed for durability and long-term appearance.
Parking, Loading, and Circulation	
14. Parking areas should be well-identified from the highway and from major roads.	Minimal parking is required. Vehicle and equipment storage will primarily be contained within the shop and on property.
15. An identifiable and well-lit pathway should be provided to the front entrance of every building from all on-site parking areas and any adjoining public sidewalks.	N/A. the shop is for private equipment storage and is not open to the public.

Landscaping	
16. All work, including landscaping, planning, design, installation and maintenance shall be executed to the Canadian Landscape Standards or other applicable trade associations.	Existing natural vegetation will be retained wherever possible. Any disturbed areas will be maintained in a neat and stable condition.
17. Parcels abutting lands zoned Agriculture shall provide a buffer as per the Ministry of Agriculture's Guide to Edge Planning.	N/A property does not abutt agriculturally zoned land.
18. Landscaping should be used to protect the building from direct sunlight during afternoon hours during the summer and permit sunlight penetration in the winter.	Existing mature vegetation surrounding the development will be retained where practical and will continue to provide natural shelter and shading.
19. Landscaping should be designed to shield buildings from strong winds and to not block solar access for south facing walls and windows. Consider planting deciduous trees on the south and east sides of buildings and coniferous trees on the north and west sides of buildings.	Existing mature trees surrounding the property will be retained where possible and provide an established natural windbreak.
20. Landscaping designs should maximize the retention of existing vegetation or the use of new plantings such as native vegetation, rough grasses and hardy and drought-tolerant plant species.	Existing mature trees and natural vegetation will be retained to the greatest extent possible. Vegetation removal will be limited to the area required for construction, gravel access and maneuvering.
21. Parking areas shall be screened from adjacent highway or road right-of-ways by placing on private property trees at a ratio of 3:1 coniferous to deciduous, at least 6 cm in diameter at breast height at the time of planting and spaced at maximum 10 m intervals.	No commercial parking area is proposed. Existing mature trees and vegetation will be retained to provide natural screening from the road.
22. Landscaping shall be designed so that no plantings occur within the required sight triangle, as shown in Figure 8 Sight Triangle.	No new landscaping or plantings will be placed within the required sight triangle. Existing or proposed landscaping will not obstruct vehicle visibility.

Screening and Buffering	
23. Off-street parking, loading, and storage areas shall be separated from adjacent residential or agricultural designated parcels by a landscape buffer.	N/A - the proposed shop and associated gravel area do not directly abut a residential or agricultural parcel.
24. Parcels abutting natural areas or lands designated as residential or park, open space, natural environment, shall provide a landscape buffer.	N/A - the proposed development area does not directly abut residential, park or designated natural areas.
25. Whenever possible, retain existing vegetation to serve as a landscape buffer between adjacent properties. In situations where this is not possible, existing vegetation may be removed and a new landscape screen may be planted in accordance with General Development Permit Area Policy 9.	Existing mature trees and vegetation surrounding the proposed development area will be retained wherever possible to provide natural screening.
26. Buildings and structures fronting Highway No. 97 and Highway No. 29 shall be separated from the highway by a landscape buffer. Such areas may be broken only for driveways.	Existing mature trees and vegetation along the highway frontage will be retained to provide a natural landscape buffer and screening of the proposed shop.
27. Commercial uses abutting residential or agricultural uses should provide opaque fencing, such as wood fencing, at the property line with a minimum height of 1.8 m.	N/A - the proposed development area does not abut a residential or agricultural use.
28. Commercial uses abutting other commercial uses or industrial uses may utilize chain link fencing with a minimum height of 1.8 m.	N/A - no chain-link fencing is proposed.
Lighting	
29. Light pollution and over-spill illumination into adjacent properties should be minimized. Where lighting occurs in parking areas, it should be designed without glare to the adjoining land parcels or public right-of-way.	Exterior lighting will be directed downward and toward the property to minimize glare and light spill onto the highway and surrounding areas.

30. All parking lots, loading bays and other semi-private spaces should be well lit during the nighttime and winter months.	Adequate exterior lighting will be provided while minimizing light spill.
Environmental Protection	
31. If proposed development or works may potentially affect natural features, slopes, water, or riparian areas, or environmentally sensitive areas such as fish habitat or wildlife habitats, the applicant may be required to submit, at the applicant's expense, further documentation, technical studies, plans, and recommendations with respect to the effects of the proposed development or works including any of the following: a) An environmental assessment report prepared by a registered professional biologist b) An erosion and sediment control plan c) A vegetation management plan	The proposed development will utilize the existing drainage system.
32. A vegetative buffer separation is encouraged between development and natural, undeveloped areas.	Existing vegetation will provide a natural buffer.
33. Wherever possible, natural vegetation, natural flora and fauna habitat, including nesting, denning and breeding sites shall be protected.	Existing vegetation will be retained where possible.
34. Development should be sited in order to protect natural watercourses, riparian corridors and floodplains from erosion, channel migration and flooding.	No known water courses or flood plains are affected.

