



PEACE RIVER REGIONAL DISTRICT

Dawson Creek

PO box 810
Dawson Creek, BC
V1G 4H8

P:(250)784-3200
E:prrd.dc@prrd.bc.ca

Fort St John

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

P:(250)785-8084
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 Andy and Melanie Lass	Authorized Agent of Owner (if applicable) Darren Lockhart / Gridline Projects
Address of Owner [REDACTED]	Address of Agent PO Box 6072
City/Town/Village: [REDACTED]	City/Town/Village: Fort St. John, B.C
Postal Code: [REDACTED]	Postal Code: V1J 4H6
Telephone Number: [REDACTED]	Telephone Number: [REDACTED]
E-mail: [REDACTED]	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>
Block A NE 1/4 SEC 29 TWP 84 RGE 19 W6M	014-591-740	1.76 acres ha./acres
Parcel A (J19732) Legal Subdivision 10 SEC 29 TWP 84 RGE 19 W6M	014-591-715	20.1 acres ha./acres
		ha./acres
		TOTAL AREA ha./acres

4. CIVIC ADDRESS OR LOCATION OF PROPERTY: Sunnyside Road

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:

~~Currently vacant undeveloped forest area within residential surroundings~~

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

Construction of a single family dwelling as per building permit application drawing package

8. Describe the landscaping being proposed on the property:

Existing trees, bushes and other vegetation will remain on the property with exception to the locations where the road, house, lagoon, cistern and yardspace is located. Driveway will be gravel, lawn will be grass and there will be flower beds around the house

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

The development will fit in with the surrounding residential areas.

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

There are no existing sewage disposal facilities on site. A lagoon is proposed to be used that is sized relative to the fixture count within the home as indicated on the drawings.

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

There are no existing water facilities on site. In ground culvert style cisterns are proposed to be used in conjunction with a pump system. Fresh potable water will be trucked in as needed.

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.



Signature of Owner

Aug 13 2025

Date signed



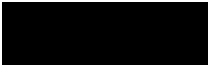
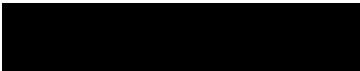
Signature of Owner

Aug 13 2025

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 <u>Andy Lass</u> and <u>Melanie Lass</u> hereby authorize	
(name of landowner) (name of landowner)	
<u>Darren Lockhart</u> to act on my/our behalf regarding this application.	
(name of agent)	
Signature of Owner: 	Date: Aug 13 2025
Signature of Owner: 	Date: Aug 13 2025



CONTAMINATED SITE DECLARATION FORM

I, Darren Lockhart, hereby acknowledge that the *Environmental Management Act, 2003*, as amended, is effective as of February 1, 2021.

Legal Description(s):

Block A NE 1/4 SEC 29 TWP 84 RGE 19 W6M PID 014-591-740
Parcel A (J19732) Legal Subdivision 10 SEC 29 TWP 84 RGE 19 W6M PID
014-591-715

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.

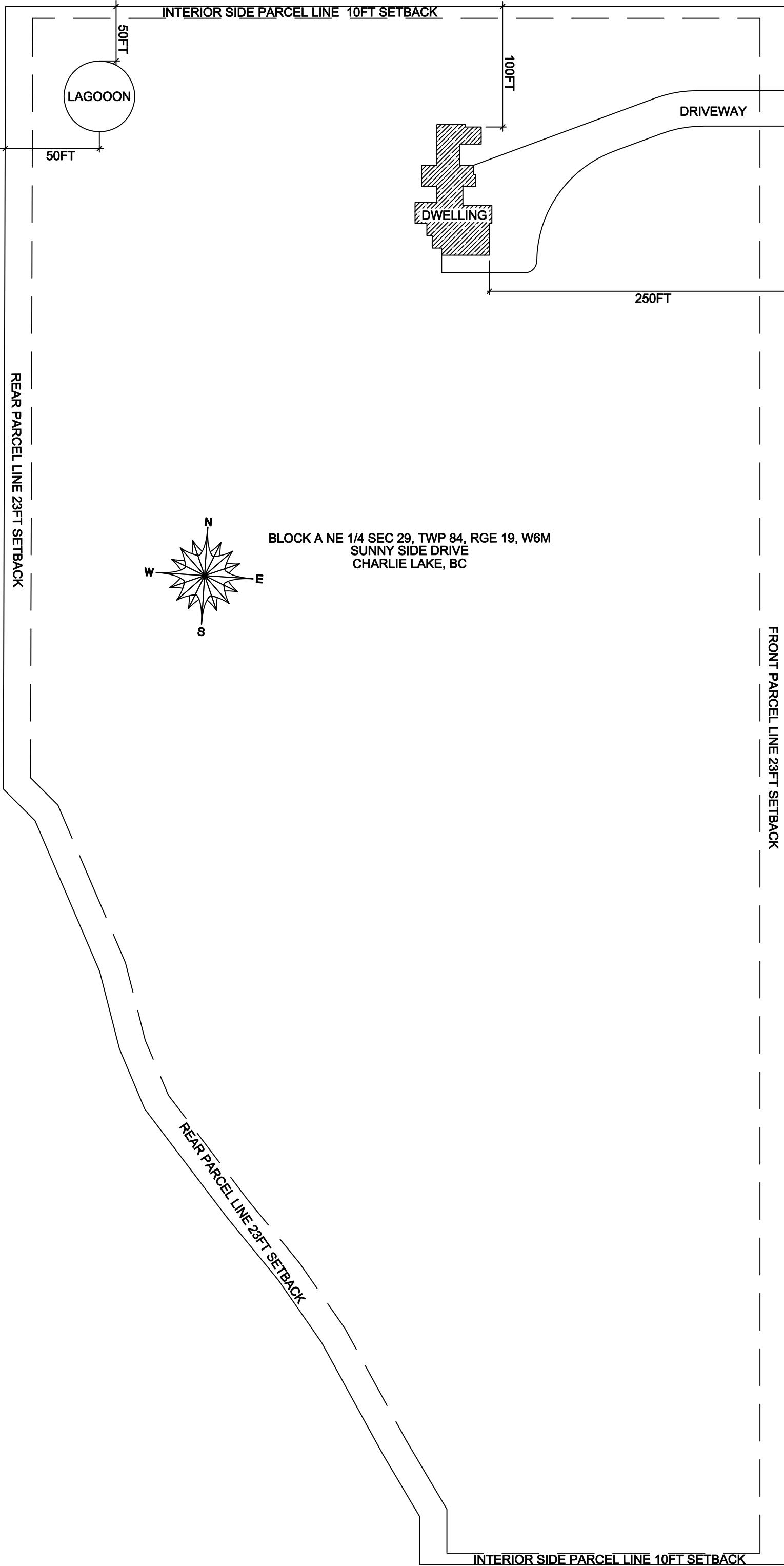
*Please contact staff to submit a “site disclosure statement” at planning@prrd.bc.ca

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

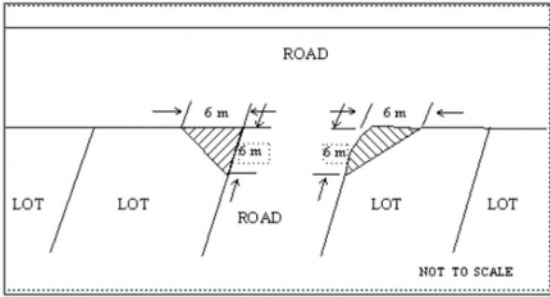
Owner/Agent 11/08/2025/
dd mm yyyy

Owner/Agent dd mm yyyy

For more information, please visit the ministry's Identification of Contaminated Sites webpage or e-mail SiteID@gov.bc.ca



CHARLIE LAKE DEVELOPMENT PERMIT AREA GUIDELINES CHECKLIST

Guidelines	Comments
General Requirements	
1. In addition to the requirements herein, all development within the Charlie Lake Development Permit Area must meet the guidelines set out in Peace River Regional District Lakeshore Development Guidelines.	Proposed design meets the requirements set out in the July 2000 PRRD Lake Shore Development Guideline documents
Building Siting and Design	
2. 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 current proposed design has no accessory buildings included. Any future accessory buildings will be completed under separate permits as necessary.
3. No buildings or structures shall be located within the sight triangle, as shown in Figure 8 Sight Triangle.  Figure 8 Sight Triangle	The current proposed design has clear sight lines to the access road.

4. Any new development proposal within Charlie Lake Development Permit Area will provide a Site Development Plan that must meet the criteria outlined in Section 8, 'General Development and Subdivision Guidelines' within Subsections 8.1 through to 8.3 of the Lakeshore Development Guidelines, July 2000, (page no.'s 13 to 18) to address such issues as single lot development and construction, soil erosion control, building setbacks or site layout and clearing.	Refer to attached Site Development Plan.
Landscaping	
5. Parcels abutting lands zoned Agriculture shall provide a buffer as per the Ministry of Agriculture's Guide to Edge Planning.	Current A2 zoned parcel abutts surrounding R4 parcels on the East and South sides and R5 parcel on the North side and the lake on the west side.
6. 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.	A small section of the existing vegetation will be removed to accomodate the construction of the home, yard, parking and driveway locations. The remainder will be left in its current state.
7. Landscaping shall be designed so that no plantings occur within the required sight triangle, as shown in Figure 8 Sight Triangle.	There will be no plantings in the sight line triangle at road accesses.
Environmental Protection	
8. Vegetative buffer separation is encouraged between development and natural, undeveloped areas.	Existing vegetation buffer surrounding the parcel will remain intact.
9. Wherever possible, natural vegetation, natural flora and fauna habitat, including nesting, denning and breeding sites should be protected.	Existing vegetation, natural flora, fauna habitat, nesting, denning and breeding sites within the parcel and outside of the direct construction areas will remain protected.

10. Development should be sited in order to protect natural watercourses, riparian corridors and floodplains from erosion, channel migration and flooding.	Proposed location of the residence ensures that that the natural watercourses, riparian corridors, floodplains from erosion, channel migration and flooding.
11. If proposed development or works may potentially affect the natural features of the lake or effect fish and wildlife habitat or riparian areas, 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 allows for the existing environment along the shoreline and a majority of the parcel to be left in its current natural state.