



DISTRICT OF MAPLE RIDGE PLANNING DEPARTMENT

Development Application Submission Checklist

Schedule A OFFICIAL COMMUNITY PLAN AMENDMENT

Applications for an amendment to the Official Community Plan are to be made to the Planning Department, and must include the following:

- 1) A completed application form with the prescribed fee.
- 2) A Certificate of Title and a Consent Form (if the applicant is different from the owner shown on the certificate of title) plus copies of any restrictive covenant documents registered against title to the lands;
- 3) A Site Profile
- 4) A written statement describing the amendment and the policy rationale for it.

Additional information may also be required as follows:

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| 5) A Traffic Impact Assessment where the land use changes propose significant density increases, land use impacts or cover large areas of land. | <input type="checkbox"/> |
| 6) A servicing plan and statement as to the availability and adequacy of major infrastructure components. (sanitary sewer, water supply and storm water management) | <input type="checkbox"/> |
| 7) The surveyed location of the top of bank for all watercourses and the proposed setback in accordance with District of Maple Ridge bylaws and policy. | <input type="checkbox"/> |
| 8) A geotechnical report in support of the proposed land uses with any recommended geotechnical setback line shown on relevant plans. | <input type="checkbox"/> |
| 9) A grading plan where major grading is proposed or required. | <input type="checkbox"/> |
| 10) A subdivision layout showing proposed lot lines, roads, lanes, and park dedication. | <input type="checkbox"/> |
| 11) An Environmental Impact Assessment by a qualified consultant. | <input type="checkbox"/> |

Notes:

- Staff or Council may require additional information at any time to properly assess the application.
- All plans to be in metric scale;
- Incomplete applications **will not** be accepted
- A pre-application meeting with staff prior to submission of an application is strongly recommended to assist in identifying issues and expedite processing times.