



DISTRICT OF MAPLE RIDGE PLANNING DEPARTMENT

Development Application Submission Checklist

Schedule B REZONING APPLICATION (Single Family Fee simple lots)

Applications for rezoning to allow for creation of fee simple single family residential lots 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.
- 3) A Site profile.
- 4) A written statement describing the proposed development.
- 5) A subdivision plan showing proposed roads, walkways, lot layout, building envelopes and park dedication.
- 6) A plan showing bearings and dimensions of any proposed zoning boundaries that do not follow existing lot lines.
- 7) A Traffic Impact Assessment where the land development proposes a significant density increase, land use impacts or covers large areas of land.
- 8) A servicing plan and statement as to the availability and adequacy of major infrastructure components.(sanitary sewer, water supply and storm water management)
- 9) 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;
- 10) A grading plan where major regrading is proposed or required.
- 11) A tree survey and a report by a Certified Professional Arborist to identify trees that must be removed and establish potential tree retention opportunities and measures to ensure retention;

Additional information may also be required as follows:

- 12) A geotechnical report in support of the proposed development with any recommended geotechnical setback line shown on the proposed subdivision and building envelope plan; ☐
- 13) An Environmental Impact Assessment by a qualified consultant; ☐

Additional information is required for lands proposed for R- 3 (Special Amenity Residential District) zoning as follows:

- 1) Architectural plans drawn to metric scale prepared by a qualified professional in the design field showing the proposed development on the lots to be created including a site plan, front elevation drawings, front yard landscaping and fencing. ☐
- 2) A point by point written statement as to how the proposed development conforms to the Intensive Development Permit Area guidelines. ☐

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.