



PRE-CONSULTATION APPLICATION FORM

Pre-Consultation is the first step in the development application review process. These preliminary proposals are reviewed for concept only and enable early discussion and feedback from City staff.

To prepare a Pre-Consultation Application, applicants should review the relevant guidelines and bylaws and engage an architect, designer, or planning professional. Drawings may be preliminary with limited detail (e.g. no floor plans are required). This completed *Pre-Consultation Application Form*, along with submission requirements (see VI), can be submitted to planning@cnv.org.

1. APPLICANT

Name _____

Company _____ Business Licence # _____

Address and Postal Code _____

Email Address _____ Day Phone _____

2. PROJECT ARCHITECT *(if different from applicant)*

Name _____

Company _____ Business Licence # _____

Address and Postal Code _____

Email Address _____ Day Phone _____

3. SITE DESCRIPTION

Civic Address(es) _____

Lot(s) _____ Blocks(s) _____

Legal Description(s) Resub(s) _____ DL(s) _____

Plans(s) _____

PID(s) _____

Staff Use Only: PCA Number _____

4. APPLICATION TYPE *(check all that apply)*

DEVELOPMENT PERMITS		PLANNING APPLICATIONS	
Streamside Protection		Development Variance Permit (V)	
Form and Character (e.g., Moodyville, Harbourside, Harry Jerome, etc.)		Zoning Bylaw Amendment (Z)	
		Official Community Plan Amendment (O)	
Other: _____		Heritage Revitalization Agreement (H)	

5. FEE SUMMARY

I/We hereby make application pursuant to *Development Procedures Bylaw, 2001, No. 7343* for:

Relevant Development Application Fees	Fee
Minor PCA fee (1-5 principal residential units, primary child care use, or non-profit affordable housing)	\$500
Major PCA fee (6+ principal residential units, mixed-use, commercial, industrial, or institutional uses)	\$1,500
Council Consideration (additional fee, if applicable)	\$1,500

6. SUBMISSION REQUIREMENTS

Note: Email planning@cnv.org to submit your Pre-Consultation Application or to request a link to our secure file-transfer system (Send-It). Documents must be saved in PDF format with all layers flattened and no document restrictions. File names must follow the City's strict document naming standard: "Address - Document Name", example "141 W 14th St - Pre-Consultation Application".

PRE-CONSULTATION APPLICATION FORM	
CONTEXT MAP <i>(with surrounding uses)</i>	
SITE PLAN <i>(metric scale)</i>	
Lot Dimensions (Lot Frontage and Lot Depth)	
Proposed Buildings and their Setbacks to Property Lines	
Principal Dwelling Access, Driveway(s) and Parking Spaces	
CONCEPTUAL ELEVATIONS <i>(metric scale)</i>	
North, South, East and West Elevations with Building Height	
Access/Entrance Points	
*SURVEY PLAN <i>(*only required for Streamside Protection, if applicable see requirements from the Streamside Development Permit Guidelines).</i>	

7. APPLICATION PROPOSAL

Please provide all applicable information below to compare the existing regulatory requirements with the proposed changes.

LOT AREA (square metres (square feet))		
PROPOSED USE	Gross Floor Area square metres (square feet)	Number of Units
Residential (Principal)		
Residential (Accessory)		
Commercial		
Industrial		
Institutional		
Exemptions		
Total (after Exemptions)		
REGULATORY ANALYSIS	Current Regulation	Proposed
OCP Designation		
Zoning		
FSR		
Lot Coverage (percentage)		
Height (metres (feet))		
Number of Storeys		
SETBACKS (metres (feet))	Current Regulation	Proposed
Front Lot Line		
Exterior/Interior Lot Line 1		
Exterior/Interior Lot Line 2		
Rear Lot Line		
VEHICLE PARKING (number of spaces)	Current Regulation	Proposed
Principal Use		
Visitor		
Disability		
Loading Spaces		
BICYCLE PARKING (number of spaces)	Current Regulation	Proposed
Short Term		
Secure		
OTHER REGULATIONS (please specify)		
COMMUNITY BENEFIT CONTRIBUTION (if applicable, see Density Bonus and Community Benefits Policy)		

Describe Proposed Project (please specify the proposed number of storeys, number of principal and accessory units, uses for building levels, design rationale, heritage status, adaptability level, sustainability, etc.):

Describe any proposed variations from the *Development Permit Guidelines*, if applicable:

Guideline #	Guideline Requirement	Proposed Changes

8. APPLICANT AUTHORIZATION

I hereby agree to the terms contained in this *Pre-Consultation Application Form* and declare that the information submitted in support of this application is, to the best of my knowledge, true and correct in all respects.

Signature of Applicant

Date

Name of Applicant (*please print*)

Company Name

The City is collecting your personal information in accordance with Section 26(c) of the *Freedom of Information and Protection of Privacy Act*. The City collects your information for the purposes of administering City programs and services, including permits and licensing services. If you have any questions, please contact the Privacy Coordinator at 141 West 14th Street, North Vancouver, BC V7M 1H9 or FOIPrivacy@cnv.org or 604-985-7761.