



# COLUMBIA SHUSWAP REGIONAL DISTRICT

PO Box 978, 555 Harbourfront Drive NE, Salmon Arm, BC V1E 4P1  
T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | E: [plan@csrd.bc.ca](mailto:plan@csrd.bc.ca) | [www.csrd.bc.ca](http://www.csrd.bc.ca)

## FORESHORE AND WATER DEVELOPMENT APPLICATION FORM

This application form is only for Docks, Swimming Platforms, and Private Mooring Buoys.

Applicants are advised to consult with Development Services staff before submitting a Development Application to the CSR D. Fees are non-refundable unless otherwise noted. **IMPORTANT: An application is considered incomplete and pending until all required documentation is received; applications are only placed in the queue for processing once all required documentation and fees are received.**

**Application Type and Fee:** (check all that apply). Application fee \$200. Land Title Office registration \$150

- Floating Dock
- Fixed Dock
- Swimming Platform
- Private Mooring Buoy(s)
- 'After the fact' Development Permit application (additional \$200 fee)

**\*\*Please check off both the application type(s) and 'after the fact' application if development and/or Bylaw Enforcement has begun.**

**Owner Information** (Registered owner(s) information required).  Additional page(s) attached. (i.e Notice of Article/Company Summary when owner is a company)

Full Name(s):

Mailing Address (house number, street name, city, province, postal code):

Phone:

E-mail:

**Applicant Information** (If the applicant is not the owner(s) or if one registered owner is assigned to act as agent on behalf of all registered owners, complete this and the agent authorization section).

Full Name:

Mailing Address (house number, street name, city, province, postal code):

Phone:

E-mail:

**NOTE:** In order to use an **agent** to work on the owners' behalf, **all registered owners** on title must sign to grant authorization. If the property is owned by a corporation, a designated person with signing authority for the company must sign the form and provide documentation of signing authority. Attach a separate page with additional signatures if necessary.

**Authorization of Agent** (Complete only if the applicant is not the owner(s) or if one registered owner is assigned to act as agent on behalf of all registered owners).  Additional page(s) attached.

As owner(s) of the land described in this application, I/we hereby authorize \_\_\_\_\_ to act as agent in regard to this land development application and understand that the Agent will be the point of contact with the CSR D.

\_\_\_\_\_  
Print name of Owner

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date (mm/dd/yy)

\_\_\_\_\_  
Print name of Owner

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date (mm/dd/yy)

<b>Property Information</b> (Complete all property information of land under application, if available).		
Legal Description (lot, block, section, township, range, district lot, land district, plan):		
Civic Address (house number, street name, city, province, postal code):		
Parcel Identifier (PID):	Size of Property (hectares or acres):	Lake Boundary Property Length:

**Lakes Zoning Bylaw No. 900:** the number of docks/swimming platforms/buoys proposed must meet zoning requirements; if they do not, this application will no longer be fast-tracked.

Zone:
Current Upland Property Use:

**Description of Proposed Development - Buoys:**

Number of Permitted Buoys in Zone: _____	Total Number of Buoys Proposed: Existing: _____ New: _____
--	--

**Description of Proposed Development - Docks:**

Number of Dock Permitted in Zone: _____	Total Number of Docks Proposed: Existing: _____ New: _____
Type of Dock Permitted in Zone: <input type="checkbox"/> Floating <input type="checkbox"/> Fixed <input type="checkbox"/> Both Floating and Fixed	Type of Dock Proposed: <input type="checkbox"/> Floating <input type="checkbox"/> Fixed
Size of Dock Permitted in Zone: _____	Size of Dock Proposed (in metres): Length: _____ Width: _____
Width of Walkway Permitted (in metres): _____	Width of Walkway Proposed (in metres): _____

**Description of Proposed Development - Swimming Platform:**

Number of Permitted Swimming Platforms in Zone: _____
Number of Swimming Platforms Proposed: Existing: _____ New: _____
Size of Swimming Platform Proposed (Maximum 10m <sup>2</sup> Permitted): _____

**Declaration** (If no agent has been authorized as the applicant, all registered owners must sign declaration. If more than two individual owners, attach a separate page with additional signatures).  Additional page(s) attached.

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application

_____	_____	_____
Print name of Owner/Agent	Signature of Owner	Date (mm/dd/yy)
_____	_____	_____
Print name of Owner/Agent	Signature of Owner	Date (mm/dd/yy)

---

# FORESHORE AND WATER DEVELOPMENT APPLICATION CHECKLIST

**IMPORTANT:** An application is considered incomplete and pending until all required documentation in the checklist is received; applications are only placed in the queue for processing once all required documentation and fees are received.

Please contact Development Services staff if you have any questions. Email: [plan@csrd.bc.ca](mailto:plan@csrd.bc.ca) Phone: 250-833-5904

## Checklist: Completed by Applicant/Agent

- Completed application form
- Fee paid: As set out in CSRD [Development Services Application Fees Bylaw No. 4000](#)
  - Application fee
  - Land Title Office registration
- Certificate of Title or Title Search - **dated within the last 30 days**. Obtained through [BC Land Title & Survey](#)
- All documents listed on title (i.e covenants, rights of way and easements)
- Documentation of signing authority when Owner is a company (i.e. Notice of Article, Company Summary)
- Professional report(s) if required (i.e. Hydro-Geo-Lakes 100m DP, Riparian-RAR DP, Geohazard-Steep Slopes DP)
- Site plan showing: (preferably in metric)
  1. Location of all proposed and existing docks, buoys, swimming platforms, and walkways
  2. Setbacks from project property lines into the water for all docks, buoys, swimming platforms
  3. Building material of docks, buoys, swimming platforms, and walkways

## Sample Site Plan

