



# VILLAGE OF BELCARRA

*"Between Forest and Sea"*

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8  
TELEPHONE 604-937-4100 FAX 604-939-5034  
belcarra@belcarra.ca • www.belcarra.ca



## ROAD USE PERMIT APPLICATION CHECKLIST

Applicant to  $\checkmark$  that each permit or approval listed below has been obtained and the documentation is included with the completed Road Permit Application.

Please note that incomplete applications will not be accepted or processed.  
Cheques should be made payable to the Village of Belcarra.

- Completed Road Use Permit application.
- Copy of applicable drawings.
- Copy of tree removal service quote (specific to tree-removal).
- Description of proposed works.
- Date/hours for temporary road use (specific to parking privileges).
- Road Use Permit Application fee, as per bylaw (cash or cheque).
- Road Use Security Deposit fee, as per bylaw (cash or cheque – if applicable).
  
- Other: \_\_\_\_\_



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## ROAD USE PERMIT APPLICATION

FULL LEGAL NAME AND ADDRESS OF OWNER(S)

NAME(S) \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

HOME TELEPHONE \_\_\_\_\_ BUSINESS TELEPHONE \_\_\_\_\_

LEGAL DESCRIPTION OF PROPERTY

LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ DISTRICT LOT OR SECTION \_\_\_\_\_ PLAN NUMBER \_\_\_\_\_

PURPOSE OF OCCUPATION

- (a)  Dock/Wharf Access
- (b)  Improvements Exist
- (c)  Temporary Road Use
- Retaining Wall
- Improvements Proposed
- (Less than 60 days)
- Driveway Access
- Tree cutting or removal
- Other \_\_\_\_\_

DESCRIPTION OF PROPOSED WORKS (Provide a sketch of proposed works on reverse side)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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I/We hereby apply to occupy for a Municipal Road Allowance as detailed above.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
REGISTERED OWNER(S)

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
REGISTERED OWNER(S)

Receipt No.

Application Fee for Temporary/Road Use - under 60 days	\$ _____	_____
Application Fee for All Others - over 60 days	\$ _____	_____
Certificate of Indefeasible Title (if applicable)	\$ _____	_____

*Freedom of Information and Protection of Privacy Act Notice: The personal information on this form is collected under the authority of the Community Charter or Local Government Act, as applicable. It is related directly to and required by the Village to process your Road Use Permit Application and associated administration and to contact you as may be required. The personal information is protected pursuant to the Freedom of Information and Protection of Privacy Act. If you have any questions please contact the Administrator at 604-937-4100.*

ADDRESS: \_\_\_\_\_

