



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: _____

Phone No. _____ Contact Email Address: _____

LEGAL DESCRIPTION OF PROPERTY

Lot _____ Block _____ District Lot or Section _____ Plan No. _____

PURPOSE OF OCCUPATION

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

DESCRIPTION OF PROPOSED WORKS (add a sketch of proposed works on blank page provided)

I/We hereby apply to occupy 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)	\$ _____	_____

The Village of Belcarra is collecting personal information in accordance with Section 26 (c) of the Freedom of Information and Protection of Privacy Act. The personal information collected on this form is collected for the purpose of processing a road use permit application and for administration and enforcement purposes. Questions about the collection, use and disclosure of this information can be directed to the Village's Privacy Officer at the Village of Belcarra, 4084 Bedwell Bay Road, Belcarra, BC V3H 4P8. Phone 604-937-4100 or email foi@belcarra.ca

Description of Proposed Works

Address: _____

A large, empty rectangular box with a thick black border, intended for the user to provide a detailed description of the proposed works. The box occupies the majority of the page's vertical space below the address line.