

SECTION 1 – APPLICANT INFORMATION

Registered Owner(s): _____	Agent: _____
Address: _____	Address: _____
Phone: _____ Email: _____	Phone: _____ Email: _____

SECTION 2 – DECLARATION AND AUTHORIZATION

I / we declare that the information in this application is, to the best of my / our knowledge, true and correct.

Signature of Applicant(s): _____ Date: _____

If the application is submitted by an Agent, the owner(s) must sign the following statement or provide separate written authorization:

I / we consent to this application filed by the person or company whose name appears as the agent above.

Signature of Owner(s): _____ Date: _____

Personal Information requested on this form is collected under the authority of section 26 of the Freedom of Information and Protection of Privacy Act (FOIPPA) and will be used by the RDEK for the purpose of processing the application. Disclosure of personal information by the RDEK is subject to the requirements of FOIPPA. For questions about the collection, use or disclosure of your personal information in the RDEK, contact the Corporate Officer of the RDEK at 19 – 24th Ave S., Cranbrook BC, V1C 3H8 or 250-489-2791.

SECTION 3 – LAND UNDER APPLICATION

Legal description of all land proposed for mobile home park:

Lot _____ Block _____ Plan _____ District Lot _____

Extended legal description: _____

Street Address: _____ Parcel Identifier Number (PID): _____

Size of property: _____ Existing Zoning: _____

SECTION 4 – MOBILE HOME PARK PLAN

Submit two full sets of working drawings drawn to an appropriate scale and clearly indicate:

- Area dimensions and legal description of the parcel of land
- Dimensions and location of buffer areas (see Section 4.08(1) and (2) of Mobile Home Park Bylaw No. 209)
- Number, location, dimensions, and designation number for all mobile home spaces
- Location, dimensions and names of all roadways (both internal and external)
- Location of the owner's residential lot (if any)
- Location of recreation area
- Dimensions and location of all ancillary buildings, the owner's residence and other structures
- Location and dimension of all off-street parking facilities
- Location and details of water source, treatment plants, water distribution lines, and outlets
- Location and details of all connections to sewer, sewer lines, septic tank(s), and subsurface disposal field, or other private sewage treatment plants and disposal methods
- Location and details of all on-site garbage and refuse disposal areas;
- General landscaping plan for the site and location of existing tree stands
- Location and name of all water courses or water frontage within or adjacent to the land under application
- North arrow and notation of drawing scale

SECTION 5 – APPLICATION FEE

\$25.00 for the first mobile home space plus

\$10.00 for each additional mobile home space shown in the mobile home park plan

Renewal of a mobile home park permit

\$2.00 for each mobile home space shown in the mobile home park plan

SECTION 6 – ISSUANCE OF PERMIT

Written approval and permit under subsection (1) shall not be given until a sewage disposal permit has been issued, and the water supply and system, and the garbage disposal method have been approved by the authority having jurisdiction.

Note: *The RDEK General Manager, Development & Protective Services may require additional information.*