

# Cobble Hill Improvement District

---

P.O. Box 27 | Cobble Hill, BC V0R 1L0 | Bus: (250) 701-5193 | Fax: (250) 743-8821 | [1979CHID@gmail.com](mailto:1979CHID@gmail.com)

## APPLICATION FOR SUBDIVISION

(for Properties within the current boundaries of the District)

Date: \_\_\_\_\_ Account Number: \_\_\_\_\_

### Notes to Applicant:

The conditions noted in this Application for Subdivision are valid for **60 days from the date noted above**. This application form must be signed and each page must be initialed by all applicants.

Cobble Hill Improvement District will agree to extend its system only where it forms a logical, planned and orderly extension that will work into a long term plan, and be looped with and into the existing system. To that end, the District may require the Applicant to increase the size of the main water line, and/or bring the main water line to clear the farthest point of the Applicant's property line, or provide necessary easements and main line and service line work on the Applicant's or other private property to loop with the existing system. All costs associated with this work will be paid by the Applicant.

The main line must be in a registered right of way, either as a registered easement or a public right-of-way, so that Cobble Hill Improvement District has full and unrestricted access for maintenance purposes. The service lines to the dwellings or buildings will come off the main line. All service lines on private property are the sole responsibility of the property owner.

Cobble Hill Improvement District may require an assessment of the impact of the proposed subdivision on the existing system to be undertaken by the District's engineering consultants, at the Applicant's expense. This study will ensure that any new connections do not erode the ability of Cobble Hill Improvement District to deliver a reasonable level of service without compromising its current users. As a result of the study it may be necessary for Cobble Hill Improvement District to impose conditions not otherwise noted herewith, in order to augment the system to ensure an adequate supply for the Applicant's properties.

The Applicant is required to complete all the requirements, up to and including the installation of the water meters by the earlier of one year from date of acceptance of the application and the date that the Cobble Hill Improvement District has completed 20 new permitted residential connections. If the property is sold prior to the completion of the work, the Applicant will notify all prospective buyers that although the property is within the boundaries of Cobble Hill Improvement District it cannot be serviced until the water line extension is completed, and will also advise any prospective buyers of the deadline to complete the requirements.

Depending on the nature of the connection, Cobble Hill Improvement District may require an agreement to be prepared by the District's solicitor and executed by both parties. This agreement will set out and formalize all the requirements, rights and obligations of the Applicant and Cobble Hill Improvement District pertaining to the subdivision. Work may not commence until the agreement is signed by all parties and all monetary conditions are met. All legal costs for the preparation of the agreement will be paid by the Applicant.

Upon receipt of this Application for Subdivision the Board of Trustees will review and evaluate the application and a decision will be made on whether the connections are acceptable to Cobble Hill Improvement District.

If there is more than one registered owner, all the registered owners of the property must sign this application. If the registered owner of the property is a corporation, Cobble Hill Improvement District also requires a copy of the Articles of Incorporation, Certificate of Incorporation and a Copy of the Land Title Certificate.

All assessment, development and construction costs associated with any water line extension and service connection are at the Applicant's expense. These costs will include, but are not limited to, all costs of engineering, surveying, labour, permits, connections, meters, meter boxes, pipes, and appurtenances thereto, as set out by the Trustees of Cobble Hill Improvement District, or their agent. This also includes all costs for work that may be required by the Ministry of Transportation and Highways or other provincial or local jurisdictions. Please note that the Ministry of Transportation and Highways must approve all work done within public right-of-ways including coring or cutting roads. All road cuts will be repaired by the Applicant within 30 days of installation of the waterline, and will be done according to Ministry of Transportation and Highway acceptable standards.

The subdivision application must receive approval of the Board of Trustees of Cobble Hill Improvement District and any Provincial and Regional District departments that may be concerned, **before work commences.** If other jurisdictions do not accept the subdivision application, the Capital Expenditure Charge and Meter Deposit will be fully refunded to the Applicant, however Cobble Hill Improvement District will not be held liable for any other charges or costs incurred by the Applicant.

The Applicant will reimburse Cobble Hill Improvement District for all costs and fees incurred, including engineering and other professional fees, associated with the review of the application and related plans and drawings. All amounts will be paid within 30 days of presentation of the account.

The signed application form and payment in full of the Capital Expenditure Charge and Water Connection Deposit must be received by Cobble Hill Improvement District within 60 days from the date on this application form, and **before commencing any work.**

**Conditions Regarding Main Line Construction:**

All main line design and construction will be under the direction of a qualified professional engineer, approved by Cobble Hill Improvement District and completed only by those authorized and approved by Cobble Hill Improvement District. The main line will be designed and constructed in conformance with AWWA recommended standards with regard to size and other material specification, etc. The Applicant's engineer will be required to provide plans which will then be reviewed by the District's engineer who will advise the District and the Applicant of any deficiencies that must be corrected before

work commences. The Applicant's engineer will also provide As Built Drawings and a final report confirming compliance with Cobble Hill Improvement District's requirements. The final report will be reviewed by the District's engineer who will sign off on the report. All costs for this work is at the Applicant's expense.

All main line construction will have a one year warranty period on all work performed. The one year warranty period begins on the date that the District's engineer signs off on the final report. During the warranty period the Applicant will be fully responsible for any deficiencies, repairs, or alterations that may be required. Cobble Hill Improvement District will notify the Applicant of any deficiencies, and will give a reasonable time to rectify same. If this time limit is not met, Cobble Hill Improvement District or its contractors will complete the repairs and the Applicant will pay the charges within 30 days of presentation of the account.

After the one year warranty period on the main line expires, Cobble Hill Improvement District will take full ownership of the main line works up to and including the meter and will thereafter be responsible for all operation and maintenance of the main line system.

**Conditions Regarding Service Line Construction:**

All service lines on private property are the sole responsibility of the property owner.

All lots in the subdivision will utilize water provided by Cobble Hill Improvement District and will be serviced by separate connections and meters. Applicants should ensure that plans do not place meters where they are in conflict with obvious driveway placement. Adjacent properties should have meters placed in close proximity to each other wherever possible.

A 3/4" water service line will be provided to the property line of each lot.

The Applicant will assume the responsibility of providing adequate water pressure in the event that a normal connection to the system does not allow for adequate pressure, (32 pounds per square inch).

Unless otherwise agreed to in writing, in order to prevent cross connection contamination all wells on the property will be capped according to Provincial standards, and all service lines to the wells will be disconnected and capped. No cross connection of any other supply is permitted.

The Applicant will provide the appropriate backflow prevention device on all service lines.

All new construction and/or renovations will be fitted with low water usage toilets and faucets.

**Description of required service:**

1) Size of service required: \_\_\_\_\_

2) Purpose required for (give details) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3) Number and class of buildings: \_\_\_\_\_  
\_\_\_\_\_

4) Sketch of proposed application: (please attach drawing)

I/We, \_\_\_\_\_, registered owner(s) of Lot \_\_\_\_\_, Section \_\_\_\_\_, Range \_\_\_\_\_, Plan \_\_\_\_\_ Shawnigan District, hereby apply for subdivision as noted in the attached drawing. (If there is more than one registered owner, all must sign this letter of application).

I/We agree that I/We have read and understand the "Notes to Applicant" and to be bound by, to observe, and to comply with all the terms of this application and the terms and provisions of the District's By-laws and Amendments thereto, now, or hereinafter in force.

I/We hereby tender the sum of \$4,500.00 (Four thousand five hundred dollars) **per lot** Capital Expenditure Charge as per Comprehensive Capital Expenditure Charge (Water) Bylaw 86 (Bylaw No 86) of the Improvement District.

I/We further tender the sum of \$550.00 (Five hundred fifty dollars) **per lot** deposit as per Connection Charge Bylaw (Bylaw No 93) of the Improvement District.

I/We further agreed that should the property change hands, the meter deposit will be held until the meters are installed.

\_\_\_\_\_  
Date

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

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

**FOR OFFICE USE ONLY**

Received by \_\_\_\_\_

Amount received \_\_\_\_\_

Date \_\_\_\_\_

Application: Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Reason for denial: