

Office Use Only

Submission Date: _____

Received By: _____

Folder Number: _____

**Development Permit Application
LETTER OF COMPLIANCE**

PLEASE PRINT

SITE ADDRESS

Civic Address: _____

Legal Land Description: _____ Zoning: _____

APPLICANT

Name: _____ Phone: _____

Mailing Address: _____

Email: _____

PROPERTY OWNER

Name: _____ Phone: _____

Mailing Address: _____

Email: _____

LETTER OF COMPLIANCE REQUIREMENT LIST

1. A letter outlining the information/permits you are requesting, which could include:
 - Zoning
 - Outstanding Permits
 - Permits
 - Supporting Documents of Existing/Approved Use of site
2. Letter of Authorization from all property owners registered on title, including contact information.

Applicant:

- I am aware that this application will be reviewed by Inspections and Licensing, and may be delayed or refused if the application and/or information is incomplete.
- I am aware that this application may take a minimum of 10 business days to complete.

Signature of this document indicates your acknowledgment of the requirements listed above.

Name of Applicant (please print)

Signature of Applicant