



**CITY OF KAMLOOPS
DEVELOPMENT AND ENGINEERING SERVICES DEPARTMENT**

Phone: 250-828-3561 Fax: 250-828-7848

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www.kamloops.ca

BOARD OF VARIANCE APPLICATION

Municipal Contact: _____ Application No.: _____ Date Received: _____

Applicant: _____	Email: _____
Address: _____	Postal Code: _____
_____	Phone: _____ Fax: _____
Registered Owner: _____	Email: _____
Address: _____ (if not applicant)	Postal Code: _____
_____	Phone: _____ Fax: _____

SUBJECT PROPERTY

Legal Description: _____
Address: _____

PROPOSED VARIANCE

Proposed Variance: _____

Reasons in Support of Variance (Use separate sheet if required).

- Expanding Non-Conforming Use
 Hardship
 Other (Specify)

REQUIRED SUBMISSIONS

- | | |
|--|--|
| <input type="checkbox"/> Application Fee (\$200) | <input type="checkbox"/> Site Plan* |
| <input type="checkbox"/> Certificate of Title (or \$25 search fee) | <input type="checkbox"/> Covenants/Rights-of-Way Registered on Title |
| <input type="checkbox"/> Owner Authorization | <input type="checkbox"/> Building Plans and Elevations* |

*All submitted plans and drawings shall be to a standard metric scale, shall include four full-size drawings, one set of 8½" x 11" sized drawings that can be reproduced by photocopier, one set of color elevations, and one digital copy (PDF format).

I/We _____ <small>(Print Applicant's Name)</small>	
make application to the Board of Variance. I also certify that the information contained herein is correct to the best of my knowledge and belief. I understand that this application, including any plans submitted, is public information. I authorize reproduction of any plans/reports for purposes of application processing and reporting. I understand that personal information collected on this form is collected for the purpose of processing this application and for administrative purposes. Personal information is collected under the authority of the Local Government Act.	
_____ <small>(Date)</small>	_____ <small>(Applicant's Signature)</small>
This application is made with my full knowledge and consent.	
_____ <small>(Date)</small>	_____ <small>(Registered Owner's Signature)</small>

Office Use Only

Zone: _____ Section: _____ By-law Required: _____

Variance Proposed: _____