

BOARD OF VARIANCE INQUIRY FORM

1) INQUIRER'S INFORMATION - TO BE FILLED IN BY INQUIRER

SITE ADDRESS: _____

INQUIRER'S NAME: _____

INQUIRER'S PHONE NUMBER: _____

INQUIRER'S EMAIL ADDRESS: _____

DATE OF INQUIRY: _____

HAS BUILDING PERMIT BEEN APPLIED FOR? Yes _____ No _____

HAS BUILDING PERMIT BEEN ISSUED: Yes _____ No _____

2) VARIANCE SOUGHT - TO BE FILLED IN BY INQUIRER

REQUESTING RELAXATION(S) OF:

(a) FRONT YARD SETBACK REQUIREMENT	from _____	to _____
(b) REAR YARD SETBACK REQUIREMENT	from _____	to _____
(c) _____ SIDE YARD SETBACK REQUIREMENT	from _____	to _____
_____ SIDE YARD SETBACK REQUIREMENT	from _____	to _____
(d) FLANKING YARD SETBACK REQUIREMENT	from _____	to _____
(e) GARAGE PROJECTION REQUIREMENT	from _____	to _____
	50%	%
(f) LOT COVERAGE REQUIREMENT	from _____	to _____
(g) HEIGHT REQUIREMENT	from _____	to _____
(h) OTHER: _____		

Reason(s) for Variance Request: _____

(please attach a separate sheet if needed)

----- PLEASE ATTACH A SITE PLAN CLEARLY SHOWING THE NATURE OF THE VARIANCE PROPOSED -----

---- (see next page for sample site plan) ----

*Please allow 5-10 business days for staff review.

3) TO BE FILLED IN BY PLANNING & DEVELOPMENT DEPARTMENT

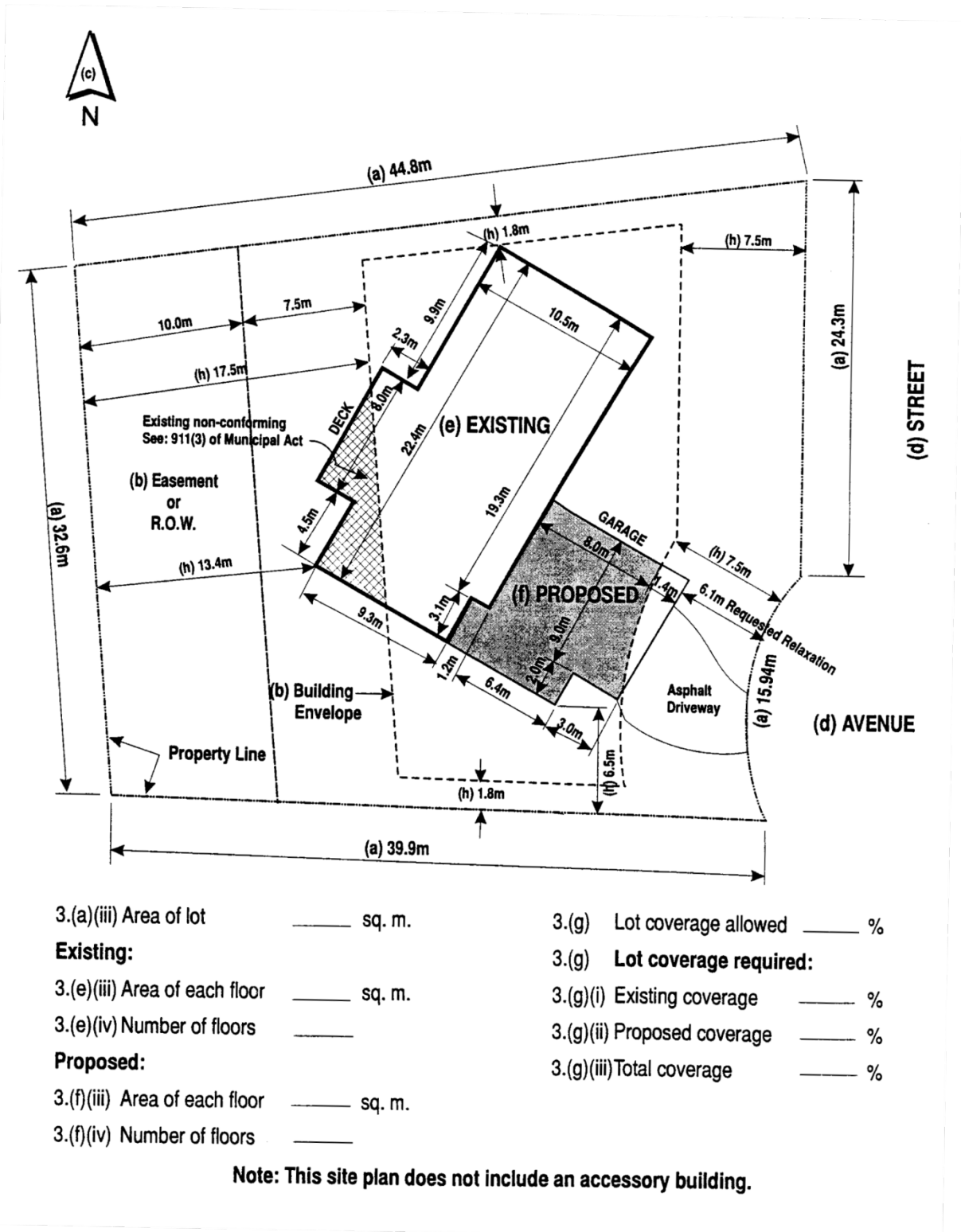
Development Variance Permit process recommended.

Board of Variance process recommended.

Staff Name: _____ PAR No.: _____

Date: _____

EXAMPLE OF A SITE PLAN:



- | | | | |
|-------------------------------|--------------|------------------------------|---------|
| 3.(a)(iii) Area of lot | _____ sq. m. | 3.(g) Lot coverage allowed | _____ % |
| Existing: | | 3.(g) Lot coverage required: | |
| 3.(e)(iii) Area of each floor | _____ sq. m. | 3.(g)(i) Existing coverage | _____ % |
| 3.(e)(iv) Number of floors | _____ | 3.(g)(ii) Proposed coverage | _____ % |
| Proposed: | | 3.(g)(iii) Total coverage | _____ % |
| 3.(f)(iii) Area of each floor | _____ sq. m. | | |
| 3.(f)(iv) Number of floors | _____ | | |

Note: This site plan does not include an accessory building.