



Corporation of the City of Vernon
 3001 – 32 Ave, Vernon, B.C., V1T 2L8
 Phone: 250-550-3634 Fax: 250-545-5309
 buildingcounter@vernon.ca
 www.vernon.ca

BOARD OF VARIANCE APPLICATION

DATE OF APPLICATION		CITY'S FILE NUMBER	
----------------------------	--	---------------------------	--

APPLICANT INFORMATION			
APPLICANT	NAME:		PHONE:
	ADDRESS:		FAX:
	POSTAL CODE:	E-MAIL:	CELL:
REGISTERED OWNER	NAME:		PHONE:
	ADDRESS:		FAX:
	POSTAL CODE:	E-MAIL:	CELL:

PROPERTY INFORMATION			
CIVIC ADDRESS			
LEGAL DESCRIPTION			
NUMBER OF PERSONS RESIDING ON THE SUBJECT PROPERTY			
EXISTING ZONING DESIGNATION		EXISTING OCP DESIGNATION	

DESCRIPTION OF VARIANCE REQUESTED			

ENSURE ALL OF THE FOLLOWING ARE INCLUDED (AS APPLICABLE)

APPLICATION CHECKLIST			
SITE PLAN	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	PROPERTY WITHIN AGRICULTURAL LAND RESERVE	<input type="checkbox"/> Yes <input type="checkbox"/> No
ELEVATION PLAN	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	PROPERTY SUBJECT TO RIPARIAN AREA REGULATIONS	<input type="checkbox"/> Yes <input type="checkbox"/> No
SCHEDULE "3" (APPOINTMENT OF AGENT)	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	PROPERTY LISTED ON HERITAGE REGISTER	<input type="checkbox"/> Yes <input type="checkbox"/> No
TITLE SEARCH (<30 DAYS OLD) AND NON-FINANCIAL CHARGES	<input type="checkbox"/> Yes	PROPERTY ADJACENT TO RESIDENTIAL PROPERTIES	<input type="checkbox"/> Yes <input type="checkbox"/> No
\$450.00 - APPLICATION FEE PAID	<input type="checkbox"/> Yes	PROVIDE DIGITAL COPIES OF PLANS TO BUILDINGCOUNTER@VERNON.CA	<input type="checkbox"/> Yes (PDF)

APPLICANT NAME: _____
 (Please Print Clearly)

APPLICANT'S SIGNATURE: _____

Comments	For Office Use
	DATE RECEIVED:
	RECEIVED BY:
	ROLL No:
	PROSPERO No.:

Personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of responding to your request.