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### REQUEST FOR A MAILING CIRCULATION

*Please note we require a minimum of 48 hours written notice for completion of mail lists.*

Applicant / Agent: \_\_\_\_\_

Contact Information: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name of Subject Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Roll Number: \_\_\_\_\_

Type of Application:

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Consent for Severance   | <input type="checkbox"/> Lot Line Adjustment    | <input type="checkbox"/> Minor Variance |
| <input type="checkbox"/> Official Plan Amendment | <input type="checkbox"/> Zoning Bylaw Amendment | <input type="checkbox"/> Other          |

Distance Requested: \_\_\_\_\_ Meters or \_\_\_\_\_ Feet

Sketch Included:  Yes  No

Signature of Requester: \_\_\_\_\_

Date Received by Municipality: \_\_\_\_\_

Date Issued: \_\_\_\_\_

***The accuracy of this circulation list is only valid for 30 business days from date of issue.***

Fee: \$50.00 per hour plus HST – 1 hour minimum  
(January 2017)