



# Board of Variance Application

District of North Vancouver  
Clerk's Department  
355 West Queens Rd, North Vancouver, BC V7N 4N5

Questions about this form: 604-990-2211  
Application submission: submit to address above

<b>BOV CASE #:</b>	For office use only	<b>BOV AGENDA #:</b>	For office use only
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To ensure legibility, please complete the form, then print. Sign the printed copy and submit with your complete application package in hard copy and electronic (PDF). Incomplete applications will not be accepted.

## Applicant

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone	Cell	Business Telephone	email
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Interest of Applicant:      Agent      Architect      Owner  
**Note:** Written authority from the Registered Owner MUST accompany application

## Registered Owner

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone	Cell	Business Telephone	email
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## Property

Civic Address \_\_\_\_\_

Legal	Lot(s)	Block(s)	District Lot(s)
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## A Complete Application Must Include

- Letter of application outlining basic argument for allowing variance and addressing issue of undue hardship
  - Letter of rejection from the Building Department
  - Clearly-defined, well-dimensioned plans **TO SCALE** including Surveyor's plan and site plan showing requested variance(s)
  - Elevations or perspective sketches of the project **TO SCALE**
  - Letter of authorization if agent/architect is applying on owners behalf
- SEVEN SETS OF ALL THE ABOVE MUST BE PROVIDED**
- An electronic copy of **ALL** materials submitted in hard copy, including site plans, floor plans, elevations and photographs

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**I consent to board members and/or staff entering onto the property for purposes of verifying information in this application.**

The personal information collected on this form is done so pursuant to the Community Charter and/or the Local Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The personal information collected herein will be used only for the purpose of processing this application or request and for no other purpose unless its release is authorized by its owner, the information is part of a record series commonly available to the public, or is compelled by a Court or an agent duly authorized under another Act. Further information may be obtained by speaking with The District of North Vancouver's Manager of Administrative Services at 604-990-2207 or at 355 W Queens Road, North Vancouver.