



APPLICATION FOR LETTER OF ZONING COMPLIANCE AND BUILDING PERMIT INFORMATION

Planning and Housing Policy Division – 200 King Street West, 6th Floor
P.O. Box 1118, Kitchener ON N2G 4G7
519-741-2426; planning@kitchener.ca

1. APPLICANT INFORMATION

File Number (if applicable): _____ Requisition/Closing Date: _____

Name: _____	Phone: _____
Company: _____	Extension: _____
Street Address: _____	Email: _____
City/Province: _____	Postal Code: _____

Signature of Applicant: _____ Date: _____

2. SUBJECT PROPERTY

- | |
|--|
| a) Municipal address of property subject to application: _____ |
| b) Assessment Roll No.: _____ |
| c) Legal description of subject property: _____ |

3. USE OF PROPERTY

Please provide details on requested use(s) of property (be specific):

4. APPLICATION FEES

Residential Use

- ☐ Regular (3 weeks) - **\$147.00** (up to 4 dwelling units per lot)
☐ Regular (3 weeks) - **\$376.00** (multiple dwellings with 5 units or more per lot)
☐ Express (5 business days) - **\$592.00**

All Other Uses (mixed use, industrial, institutional, or commercial)

- ☐ Regular (3 weeks) - **\$528.00**
☐ Express (5 business days) - **\$800.00**
☐ Special Information Letter (i.e., propane storage) - **\$335.00**

5. FEE PAYMENT (must be received prior to issuance of Zoning and Building Compliance Letter)

Please indicate which form of payment will be provided. Accepted forms of payment include:

- ☐ Cash / Debit (in-person only)
☐ Cheque (payable to the City of Kitchener)
☐ Credit card