



The Corporation of the  
City of North Bay  
200 McIntyre St. East  
North Bay, ON P1B 8V6

Planning Department  
Direct Line: (705) 474-0400, ext. 2401  
Toll Free: 1-800-465-1882  
zoning@northbay.ca

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

To: Planning Technician

I am requesting a written zoning conformance/compliance letter in order to determine whether the subject property and its building or structure conforms and/or complies with the regulations of Zoning By-law 2015-30.

**Property location:**

\_\_\_\_\_

\_\_\_\_\_

**Proposed/Present Use:** \_\_\_\_\_

**Name of Business:** \_\_\_\_\_

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Please find below my contact information:

Name: \_\_\_\_\_

Business: \_\_\_\_\_

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

E-mail: \_\_\_\_\_

Phone# \_\_\_\_\_

Cell# \_\_\_\_\_

Fax# \_\_\_\_\_

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It is understood that this request will be processed in the chronological order received among other inquiries.

I agree to pay the applicable fee of **\$140.00** according to the Planning Fee schedule which is subject to change without notice.

\_\_\_\_\_  
Signature

<b>For Office Use:</b> <b>Fee Paid \$</b> _____ <b>Cash</b> ___ <b>Cheque</b> ___ <b>Invoice</b> ___  <b>Date of Reply / Sent:</b> _____
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