



# REQUEST FOR INFORMATION (RFI)

Building & By-law Department  
32 Mill Street, Box 310  
Thornbury, ON N0H 2P0  
Phone: 519.599.3131 Ext 239  
Email: build@thebluemountains.ca  
Fax: 519.599.7723

PARTY REQUESTING INFORMATION: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

FIRM: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE & FAX #: \_\_\_\_\_

IF YOU REQUIRE THE ORIGINAL LETTER TO BE MAILED PLEASE CHECK THIS BOX

RE: REQUEST FOR INFORMATION ON THE FOLLOWING PROPERTY:

REGISTERED OWNER: \_\_\_\_\_

CIVIC ADDRESS: \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

**GENERAL INFORMATION REPORT**

FEE \$100.00

THIS REPORT WILL INCLUDE THE FOLLOWING INFORMATION:

- Zoning By-law Designation
- Applicable site specific Zoning By-laws, and if applicable, exceptions.
- An extract from the Zoning By-law with respect to the permitted uses of the land/building.
- Commentary with respect to compliance with Zone Regulations if a recent, up-to-date, Real Property Report (i.e. OLS Survey) is submitted.
- Status of Building Permits (a copy of the occupancy certificate will be included if applicable).
- Information on Outstanding Orders or Notices of Violation, and
- Information on Outstanding By-law Enforcement matters.

**AGREEMENT REPORT**

FEE \$125.00

THIS REPORT WILL INCLUDE THE FOLLOWING INFORMATION:

- All of the above items, and
- Compliance with Agreements found registered on title to which the Town of The Blue Mountains is party to. (Please include the agreement numbers)

Please complete the above and return this form, with payment<sup>\*</sup>, to the address noted above. Cheque is to be made payable to "The Town of The Blue Mountains". Please use other side to list additional requirements. Please allow 5 business days for a written response/report.

OFFICE USE ONLY		
ROLL NO.:		PRCLT
DATE REC'D:	PAYMENT ENCLOSED:	RECEIPT #: