



REGIONAL DISTRICT OF EAST KOOTENAY

File:

ENGINEERING SERVICES

REQUEST FOR "PRE" ADDRESSING UNOCCUPIED PROPERTY

Application Fee (\$30.00): \_\_\_\_\_ Paid

APPLICANT INFORMATION

Registered Owner(s): \_\_\_\_\_

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

Phone: \_\_\_\_\_ (home) Fax: \_\_\_\_\_

\_\_\_\_\_ (work) email: \_\_\_\_\_

Legal Description of Property: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ District Lot \_\_\_\_\_

Extended Legal Description: \_\_\_\_\_

Parcel Identifier Number (PID): \_\_\_\_\_ Folio Number: \_\_\_\_\_

Type of Building (if applicable): \_\_\_\_\_

Reason for Request: \_\_\_\_\_

NOTE: IF THE PROPERTY ADDRESS MUST BE REVISED DUE TO A RELOCATION OF THE ACCESS TO THE PROPERTY, AT THE TIME OF ISSUING A BUILDING PERMIT, AN ADDITIONAL FEE OF \$30.00 WILL BE CHARGED FOR THE ADDRESS CHANGE.

Plot Plan – provide sketch (plot plan), which includes the following:

- North arrow
• Lot lines with dimensions
• Location of buildings (existing and proposed) with distances from buildings to each property line
• Location of access (roads, driveways)

Signature of Applicant(s) \_\_\_\_\_ Date \_\_\_\_\_

Personal information requested on this form is collected under the authority of section 26 of the Freedom of Information and Protection of Privacy Act (FOIPPA) and will be used by the Regional District of East Kootenay (RDEK) only for the purpose of processing your request.

Office Use Only:
Address Assigned:

Date:
By: