

DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

Cooking Oil Enclosure

Required Documents:

The following documents are required for a complete application. Missing documentation may result in delays in approval or a rejection of an application due to insufficient information. **All plans and documents listed below must be submitted electronically along with the signed and completed application form.**

- Completed Development Permit Application Form
- A copy of this requirement list showing confirmation of the documents submitted by checking the box next to each requirement
- Application fee (**Note:** you will receive a notice for payment from Planning once your application has been processed by the Permit Clerk)
- Letter of authorization from the property owner authorizing an agent to act on their behalf for the proposed development (**Note:** This is not required if the property owner has signed the application form).
- Description and/or photograph of the proposed enclosure, including dimensions and construction materials
- Site Plan (scaled in metric), including:
 - Property Address
 - Existing building(s), parking and loading areas, and garbage enclosure(s) on the property
 - Location and dimensions of the proposed enclosure for the cooking oil container