



THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

1903 Mt. Newton Cross Road Saanichton BC V8M 2A9 phone 250-544-4217 fax 250-652-4737

Authorization Letter

Attention: Planning and Building Department
District of Central Saanich
1903 Mt Newton Cross Road
Saanichton BC V8M 2A9

Re: **Civic Address** _____

As owner of the above noted property, **I authorize** _____

- to view and obtain copies of plans and permits existing in the file;
- to make application and obtain permits on my behalf; and/or
- _____

relating to the above noted property. I am aware that permits apply to the property and are the responsibility of the current property owner.

Sincerely,

Owner - print name

Contact Phone or Email

Owner – signature

Date

Please note that there are fees associated with copies as per the Fees and Charges Bylaw #1565.

Personal information requested by the District of Central Saanich in this authorization letter is collected for the purpose of authorizing applicants other than the owner to apply for development and building permits and to view and obtain copies of all related records, and will only be used for related purposes. Disclosure of personal information by the District of Central Saanich is subject to the requirements of the Freedom of Information and Protection of Privacy Act. Any questions about the collection of your personal information may be referred to the District of Central Saanich Corporate Officer, by phone to (250) 652-4444, or by email to Municipal.Hall@csaanich.ca