



Request for RVCA Clearance Letter

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992.*

1. Applicant Information

Applicant Name:

Mailing Address:

Province:

Postal Code:

Phone Number:

Email:

Other Contact Info:

Agent Name:

Agent Phone Number:

Agent Email:

2. Application Details

For which condition(s) needs to be cleared or a clearance letter needs to be issued

Municipal File Number:

Type of Application:

Consent/Severance Plan of Subdivision

Environmental Compliance Approval

Municipal Address (911 #):

Date of Application:

Date of Conditional Approval (if applicable):

3. Details of Clearance Letter Request

For consent/severance clearance of condition(s) applications, please attach:

- A copy of the decision that imposes the condition(s) and mark the condition(s) that need to be cleared by the RVCA
- Outstanding technical review fees

For plan of subdivision clearance of a condition(s) applications, please attach:

- A copy of the decision that imposes the condition(s) and mark the condition(s) that need to be cleared by the RVCA
- Outstanding technical review fees
- Draft Approved Conditions
- Draft Subdivision Agreement

For environmental compliance approval clearance letter applications, please attach:

- A copy of the Stormwater Management Report

Any additional information:

4. Fees

Clearance of a condition for severance:

- \$235

Clearance of a condition for a plan of subdivision:

- \$2,070 per clearance letter

Please attach required fee in submitted application

Signature of applicant/authorized agent:

Date:

For office use only

Date received:

Fee Paid

Clearance Letter Issued