



## PROPERTY INFORMATION REQUEST FORM

Ph: 250-494-1373 Fax: 250-494-1415  
 Box 159, 13211 Henry Avenue Summerland, BC  
 V0H 1Z0 [www.summerland.ca](http://www.summerland.ca)

PROPERTY ADDRESS	
LEGAL DESCRIPTION	
CURRENT ZONING	ROLL#
DATE	<input type="checkbox"/> APPLICATION FEE: \$52.50 (includes GST)
<b>PROPERTY OWNER</b>	<b>REQUESTER</b> (if different to owner)
Name	Name
Address	Address
Postal code	Postal code
Phone#	Phone#
Email	Email
Signature	Signature

**Information Requests will not be processed until payment is collected & both signatures are received.**

Payment options are available online at  
[www.summerland.ca/payment.optionpay.ca/the-corporation-of-the-district-of-summerland/index.php](http://www.summerland.ca/payment.optionpay.ca/the-corporation-of-the-district-of-summerland/index.php).

\*When using option pay, please indicate the address of request\*.

**Your request will be processed in the order of which it is received.**

**Application processing times for Single Family Residential properties is up to 7 business days, Commercial properties is 15 business days.**

Please note that information varies between property files. Information that will be provided (pending availability) includes:

- Lot Plan
- Existing Municipal Services (water, sewer, power)
- Zoning Bylaw
- Septic Information (if applicable)
- OCP Designation
- Occupancy Permits
- Development Permit Areas
- Final Inspections
- Property Overlay

Please send completed forms to [devserv@summerland.ca](mailto:devserv@summerland.ca)

or

**Drop off at Municipal Hall**

The personal information on this form is collected under the authority of the Local Government Act/Community Charter for the purposes of processing this application, and is subject to the Freedom of Information and Protection of Privacy Act. Any questions regarding this collection should be directed to the Corporate Officer, District of Summerland, Box 159, Summerland BC (250) 404-4044