

Municipal Licensing and Standards  
Fax: 905-436-3855 Telephone: 905-436-3311  
City of Oshawa, West Wing  
50 Centre Street South, Oshawa, ON, L1H 3Z7

<b>Applicant Information</b>	
Name of Owner (first and last)	Home Telephone
Address	Other Telephone
City	Fax Number
Province	Email Address
Postal Code	

<b>Property Information</b>
Municipal Address of Property
Legal Description

<b>Required Attachments</b> (you are required to submit the following attachments)
<input type="checkbox"/> Site Plan depicting the location of all: buildings and proposed buildings, entrances and exits to buildings, landscaping features, driveway, sidewalk, and the location of the proposed fence and/or natural feature exemption.
<input type="checkbox"/> Diagram depicting the proposed exemption including the following information: height, dimensions, type of material, and method of construction.
<b>Note:</b> you may include other appropriate attachments such as photographs to this application.

Personal information contained on this form is collected under the authority of Section 11 of the Municipal Act, 2001 and will be used for administering the Municipal Law Enforcement and Licensing process. Questions concerning collection of personal information should be directed to the City of Oshawa's Information Access and Privacy Officer at 50 Centre Street South, Oshawa, Ontario, L1H 3Z7 or 905-436-3311.

**Reasons for exemption (you are required to provide specific reasons)**


**Statement of the Applicant**

I represent and warrant that:

- I am the property owner;
- I affirm that all the information is true and complete and that I have read and understand the conditions of this application; and
- I acknowledge that if I fail to comply with the conditions/standards as approved by the City of Oshawa (“the City”), the City may carry out the required work at the owner’s expense. The cost of carrying out the work will be invoiced to the property owner and, if unpaid after (30) days, all expenses incurred will be added to the tax roll and collected from an owner in the same manner as Municipal Taxes. Failure to comply with the conditions/standards as approved by the City may also result in Administrative Monetary Penalties or penalties prescribed by the *Provincial Offences Act, 1990*.

Signature

Date:

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**For Internal Use Only**

Date application received:

Application accepted by:

**Exemption Decision**

Approved

Approved with conditions

Denied

Director's Signature

Date:

**Applicant Notified by:**

Email

Fax

Mail

In Person

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