

# Neighbour Consultation Form (Council Policy No.367)



*A summary of neighborhood consultation efforts, feedback and response must be provided to City staff, identifying how the efforts meet the objectives of this Policy. This form must be filled out and submitted to the File Manager a minimum of 20 days prior to initial consideration by Council.*

I, \_\_\_\_\_, the applicant for Application No. \_\_\_\_\_

for \_\_\_\_\_  
(brief description of proposal)

at \_\_\_\_\_ have conducted the required neighbour  
(address)  
consultation in accordance with Council Policy No. 367.

- ☐ My parcel is located **outside** of the Permanent Growth Boundary and I have consulted all owners & occupants within a 300m radius
- ☐ My parcel is located **inside** of the Permanent Growth Boundary and I have consulted all owners & occupants within a 50m radius

I have consulted property owners and occupants by doing the following: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_.

Please initial the following to confirm it has been included as part of the neighbour consultation:

- \_\_\_\_\_ Location of the proposal;
- \_\_\_\_\_ Detailed description of the proposal, including the specific changes proposed;
- \_\_\_\_\_ Visual rendering and/or site plan of the proposal;
- \_\_\_\_\_ Contact information for the applicant or authorized agent;
- \_\_\_\_\_ Contact information for the appropriate City department;
- \_\_\_\_\_ Identification of available methods for feedback.

*Please return this form, along with any feedback, comments, or signatures to the File Manager **20 days prior to the anticipated initial consideration by Council date**. On the back of this form please list those addresses that were consulted.*

[illegible]