



Municipality of Digby
 P.O. Box 429
 Digby, NS B0V 1A0
 Phone (902) 245-4777
 Fax (902) 245-5748
 building.department@municipality.digby.ns.ca

Zoning Confirmation Application (Zoning Certificate Issued)

Zoning Confirmation (Certificate) Fee: \$50.00 Non-refundable

APPLICANT Name _____ Address _____ Phone # _____ Email _____	PROPERTY LOCATION Community _____ Civic # _____ Street _____ Property ID (PID) _____
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PROPERTY OWNER(S) Name _____ Address _____ Phone # _____ Email _____	TO WHOM WILL THIS LETTER BE ADDRESSED Name _____ Address _____ Phone # _____ Email _____
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PURPOSE OF REQUEST (Please check ONE of the following)

Property Sale / Mortgage / Legal Occupancy
 Daycare License
 Motor Vehicle Dealer's Licenses MVI Repair Shop
 Tourist Accommodation
 Other Use _____ (Please Specify)

ADDITIONAL COMMENTS, QUESTIONS AND/OR INFORMATION REQUIRED

Office Use Only

Date Received _____ By: _____
 Municipality _____
 File No. _____

Checklist

- PID
- Civic Address
- Owner
- Name & Address to Mail to
- Date Requested

Fees

Building Permit _____
 Development Permit _____
 Other Fees _____
Total _____

Receipt # _____

Notes: _____

HOW WOULD YOU LIKE TO RECEIVE THIS LETTER

Mail _____
 Fax _____
 Email _____

AUTHORIZATION OF AGENT
Complete this if the application is being made by someone other than the property owner(s).

I/we the property owner(s), authorize _____ to act as my/our agent with regard to this application, (Name of agent) to sign and file related forms or information, and to receive correspondence, including any related personal information.

Signature of Owner _____ Date _____

IMPORTANT:

The Municipality is only providing the zoning and legal use of a property. A Zoning Confirmation Letter provides limited information regarding Land Use By-Law Requirements. Building and/or Development Permits are required for all new Businesses, Change of use, New Construction or Renovations to the property.

Signature of Applicant _____ Date _____

SEND COMPLETED APPLICATION TO THE MUNICIPALITY OF DIGBY BUILDING DEPARTMENT EITHER BY EMAIL, FAX OR MAIL