

Applicant Letterhead

*Applicant Name, Title
Company
Street Address
City, Province, Postal Code
Phone:
Email:*

Date

City of Burnaby Planning and Development Department
4949 Canada Way
Burnaby, BC V5G 1M2

Re: Rezoning Letter of Intent
*Subject Site - addresses
Area Plan (i.e. Edmonds Town Centre Development Plan)*

I, *Applicant*, on behalf of *Company*, have submitted this application to rezone the subject site:

Current Zoning: *(e.g. C4 Service Commercial District)*

Proposed Zoning: *(e.g. CD Comprehensive Development District based on the RM5s Multiple-Family District and Edmonds Town Centre Development Plan as guidelines)*

The purpose of the rezoning is *Proposed Development (one to three sentences - e.g. to permit the installation of a mixed-use office, retail and high rise residential development)*.

Applicant to insert any further information or closing statements (e.g. Thank you for your consideration of this rezoning request, we look forward to working with the City towards on this application).

*Applicant, Title
Company*