

## Fast Track for Tenant Improvement Review Planning Review Request

**Overview:** In order to complete a Planning review for the Fast Track building permit application, please fill out the below information and email to [planning@nanaimo.ca](mailto:planning@nanaimo.ca). You will receive a response that includes a CIP number (i.e., CIP02310), which is to be referenced on your Fast Track Building Permit Checklist.

Proposed Project Details	
Address of subject property	
Zoning of subject property	
Previous approved zoning use (type of business) as defined in <a href="#">Bylaw 4500</a>	
Proposed use (type of business) as defined in <a href="#">Bylaw 4500</a>	
Floor area of unit	
Business name (if applicable)	
Number of parking stalls:  <b>NOTE:</b> Not required if you fall under <i>Existing Uses</i> in section 2.2 of the <a href="#">Off Street Parking Regulations Bylaw</a>	
Proposed or Required change in parking:  <b>NOTE:</b> May be Exempt within Downtown-Specified Area see <a href="#">Off Street Parking Regulations Bylaw</a>	

**Disclaimer:** The City of Nanaimo Current Planning Section will not review the land title or any encumbrances at this stage of the process for any relevant charges. Please ensure you have reviewed the land title and registered encumbrances.

Please note if there are any Planning issues or additional parking requirements the application will not be accepted to the Fast Track Stream. Please apply through the regular building permit application stream.