

This cover page contains information about the contents of the document that follows. For more information, please refer to our webpage: [vancouver.ca/noise-exception](https://vancouver.ca/noise-exception)

**Overview:**

This document may be used to make an application under Section 17 of the [Vancouver Noise Control Bylaw No. 6555](#) for a Noise By-law Exception Permit.

**Who to contact for more information:**

If you would like more information or require this application to be accessible in an alternate format, please contact 604-871-6681 or email us at [noiseexception@vancouver.ca](mailto:noiseexception@vancouver.ca).

**Application Fees**

All applicants must pay a non-refundable application fee. Applications will not be reviewed until we have received a completed application form and all applicable fees. Please refer to our webpage (link provided above) for details on specific fee amounts.

We will be in touch shortly after receiving your application form, and advise you that your fee is available to pay online (payments can be made using Visa, Master Card or American Express).

**To Submit Your Application**

We recommend submitting your application at least three weeks prior to the date of the proposed activity. By submitting your application early, you will benefit from being charged a reduced application fee and a guarantee that your application will be reviewed and a decision rendered at least 4 business days prior to the date of the proposed work.

If you do experience an emergency or other unforeseen circumstance, you can submit your application less than five business days before the date of the proposed activity. However, you will be required to pay an increased non-refundable application, and there is no guarantee that your application will be reviewed within the reduced timeline.

In addition to the application form, you may also need to include the following documents for the submission to be considered complete:

- A residential notification letter (required for applications where work is proposed within a one block radius of residential properties). Please ensure the following minimum information is included in the letter (refer to our webpage for a sample letter):
  - Address of the proposed work
  - Date and time of the requested exception
  - Description of the type of work that will be completed
  - Steps that will be taken to mitigate noise (if any)
  - A contact name and number from your company
  
- A Traffic Management Plan (required whenever work impacts a street with painted lines, bike facility, or sidewalk).

**Applicant Information**

First Name		Last Name	
Company Name (if applicable)		CoV or Inter Municipal - Business Licence No.	
Street No.	Street Name		Suite/Unit No.
City/Town		Province	Postal Code
Primary Telephone No.	Secondary Telephone No.	Email	

**Location of Worksite or Event**

Street No.	Street Name		Suite/Unit No.
Project/Location Name:			
Building Permit No.			
Other Location Information (e.g. if application is related to road work, provide detailed description of area where work to be completed – on West Broadway, from Cambie St to Ash St)			

**Activity or Event Details**

<p>Please describe the work being completed and <b>why this work cannot be completed within permitted hours.</b></p>
<p>Please describe what type of equipment that will be used and noise that will be created, and <b>mitigations planned to reduce the noise levels (if noise mitigation is not possible, please explain why).</b></p>
<p>If this application is necessary due to requirements of a City Department (e.g. traffic requirements enforced by the City's Engineering Department) or another governmental organization (e.g. BC Hydro, Translink, Fortis BC, etc.), please provide the name and contact information (phone number/email) for your contact person in this organization:</p>

**Dates and Times – List details related to your setup, events/activities and tear down.**

Setup Date(s) – what activities will be occurring during this time?	Start Time	End Time
Event/activity Date(s) – what activities will be occurring during this time?	Start Time	End Time
Tear Down Date(s) – what activities will be occurring during this time?	Start Time	End Time
Additional Information about duration of event or activity		

**Staff on Site during Activity - One or more individuals are required to be on-site supervising throughout the entire duration of the event or activity, and are responsible to ensure compliance with the permit's terms. Please list their contact information.**

Name (First, Last)		Company Name (if applicable)	
Primary Telephone No.	Secondary Telephone No.	Email	
Name (First, Last)		Company Name (if applicable)	
Primary Telephone No.	Secondary Telephone No.	Email	

**Application Submission – please email a completed form and all associated documents to [noiseexception@vancouver.ca](mailto:noiseexception@vancouver.ca)**

In submitting this application for a Noise By-law Exception Permit, you are confirming that you have read all the relevant sections of Noise By-law No. 6555, and that except as provided in the details above you will be complying with all the relevant sections of that by-law.

Please note, a noise by-law exemption permit is not guaranteed and the application fee is non-refundable.