

**THE CORPORATION OF THE TOWNSHIP OF ORO-MEDONTE**  
**PRE-SERVICING AGREEMENT APPLICATION 2024-**  
Development Services – Planning Division  
148 Line 7 South, Oro-Medonte, Ontario L0L 2E0

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<b>Office Use Only</b>	Fee _____
Date Received _____	File No. _____

**Introduction**

An application for approval of a Pre-Servicing Agreement is required to be submitted if an applicant is proposing to construct on site works prior to completion of the registration process for a Plan of Subdivision or a Plan of Condominium by the Township of Oro-Medonte.

**Fees**

Each application must be accompanied by the application fee in the amount of \$1,500.00. This fee has been established by the Township’s Fees and Charges By-law and is used to cover administrative and professional costs related to the processing and review of this application. Please note that the Township may require additional costs from the applicant depending on the scope and complexity of issues raised in processing this application.

**Required Documents**

Please submit the following in a **digital Adobe Acrobat.pdf format**:

- Copy of Survey
- Copy of Deed of Transfer showing the legal description of the subject lands and name(s) of registered owner of the property and any/all Mortgages
- Copy of Engineering Letter of Retention
- One (1) copy of Engineering Drawings including Grading and Drainage Plan, Site Rehabilitation Plan, Access Control Plan, and Phasing Plan
- One (1) copy of technical reports
- Cost Estimate (including the cost of works required for site controls and rehabilitation)
- One (1) copy of all drawings and reports in Adobe Acrobat.pdf format
- Copy of all applicable agency clearance letters or approval documents.

**It is the responsibility of the applicant to provide all applicable external agencies with the appropriate documents. Please contact the agencies directly as to the format required.**

**Applicants are required to submit the Pre-Servicing Agreement Application, Required Documentation, and the Required Fee for a complete submission to the Township. Refer to Township of Oro-Medonte Development Engineering Policies, Access and Design Standards for detailed submission requirements.**

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**1. PROPERTY INFORMATION**

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Municipality: \_\_\_\_\_ Lot / Concession: \_\_\_\_\_  
Registered Plan: \_\_\_\_\_ Assessment Roll Number: \_\_\_\_\_  
Access:  Provincial Highway  County Road  Local Road  Private  Other \_\_\_\_\_  
Dimensions of Subject Property (in metric units)  
Frontage \_\_\_\_\_ metres  
Average Width \_\_\_\_\_ metres  
Depth \_\_\_\_\_ metres  
Area \_\_\_\_\_ hectares

**2. OWNERSHIP INFORMATION**

Registered Property Owner (Full Name): \_\_\_\_\_  
Address: \_\_\_\_\_  
Municipality: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Ext. \_\_\_\_\_ Fax: \_\_\_\_\_  
Contact Name & Email: \_\_\_\_\_

**3. APPLICANT INFORMATION (required if Applicant is NOT the Owner)**

Applicant Name (If Applicable): \_\_\_\_\_  
Applicant is:  Agent  Solicitor  Planning Consultant  Contractor  Architect  Other  
Address: \_\_\_\_\_  
Municipality: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Ext. \_\_\_\_\_ Fax: \_\_\_\_\_  
Contact Name & Email: \_\_\_\_\_  
Communications should be sent to  Applicant  Owner  Agent

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<b>4. CURRENT LAND USE</b>
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Describe the current uses on the property: \_\_\_\_\_

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Current Land Use Designation in the Official Plan: \_\_\_\_\_

Current Zoning: \_\_\_\_\_

Number of existing Units/Blocks: \_\_\_\_\_

Number of current Buildings: \_\_\_\_\_

<b>5. PROPOSED LAND USES</b>
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Describe the proposed uses on the property: \_\_\_\_\_

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Proposed Land Use Designation in the Official Plan: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_

Number of proposed Units/Blocks: \_\_\_\_\_

Number of proposed Buildings: \_\_\_\_\_

Is the subject land currently the subject of a proposed Official Plan Amendment, Zoning By-law Amendment, Minister's Zoning Order or Minor Variance? Yes  No

Application No.: \_\_\_\_\_

Ontario Registration Number and status: \_\_\_\_\_

Has there ever been an industrial or commercial use, including gas station on the subject lands or adjacent lands? Yes  No  Specify: \_\_\_\_\_



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**7. SOUTHERN GEORGIAN BAY LAKE SIMCOE SOURCE PROTECTION**

- a) Is the subject land within a Wellhead Protection Area (WHPA) or an Issue Contributing Area (ICA)?  
 Yes                       No
- b) If yes, please identify the WHPA/ICA?
- c) If yes, do you have an Approved Risk Management Plan (RMP) and/or a Section 59 Notice to Proceed from the Risk Management Official (RMO)? (Please attach the document you have).  
 Yes                       No

**8. PROPOSED PRE-SERVICING WORKS**

Please checkmark below to identify works proposed to be completed through this pre-servicing agreement application:

- Earth Works including \_\_\_\_\_
- Drainage Works including \_\_\_\_\_
- Underground Servicing including \_\_\_\_\_
- Road Works including \_\_\_\_\_

For any additional questions or concerns, please contact the Development Services – Planning Division at 705-487-2171. Alternative formats are available upon request.



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**Freedom of Information and Privacy**

Personal information contained in this form, collected and maintained pursuant to Section 53 of the *Planning Act*, will be used for the purpose of responding to the Application and creating a public record. The Owner's Signature acknowledges that "personal information [is] collected and maintained specifically for the purpose of creating a record available to the general public;" per Section 14(1)(c) of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M. 56.

The applicant acknowledges that the Township considers the application forms and all supporting materials, including studies and drawings, filed with this application to be all public information and to form part of the public record. With the filing of an application, the applicant consents to the Township photocopying and releasing the application and any supporting material either for its own use in processing the application, or at the request of the third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement. Questions regarding the collection of information should be directed to the Director of Development Services at the Township of Oro-Medonte at (705)-487-2171 ext. 2123.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

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**Owner's Authorization**

Applicable if an Agent is making this application on your behalf

If the Applicant is not the Owner of the subject land of this Application, the written authorization of the Owner stating that the Agent is authorized to make the Application on their behalf must be included with this application form or the authorization set out below must be completed.

**Please note:**

If the Owner is an incorporated company, authorization of the appropriate signing officer(s) is required in accordance with the company's by-laws. **A copy of the Articles of Incorporation is also required to be submitted to the Township.**

I/We, \_\_\_\_\_ the undersigned being the Registered Owner(s) of the subject land, hereby authorize \_\_\_\_\_ to act as my Agent with respect to the preparation and submission of this Application.

_____ Signature of Owner (if Corporation, I have the authority to bind the Corporation)	_____ Date
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_____ Signature of Owner	_____ Date
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