



**PLEASE USE CLOUDPERMIT TO SUBMIT
THE APPLICATION**

The Corporation of the Township Of Oro-Medonte

Site Plan Application

Application 20____**-SPA-**____
Roll No.: 4346-____-____-____

Municipal Address _____

Select the type of Site Plan Application:

- ☐ Site Plan Approval for buildings/additions up to 500 square metres of gross floor area as defined in Township's Zoning By-law.
- ☐ Site Plan Approval for buildings/additions over 500 square metres of gross floor area as defined in the Township's Zoning By-law.
- ☐ Site Plan Revision.
- ☐ Site Plan Approval regarding Private or Unassumed Roads.
- ☐ Site Plan Approval for a Bed & Breakfast Establishment.
- ☐ Site Plan Approval for Model Home.

Please read the following before completing and filing this application:

1. It is recommended that you consult with the Township prior to submitting your application.
2. Please ensure you have reviewed the Site Plan Application Guidelines and the Development Engineering Policies, Access and Design Standards which are available on the Township's website.
3. Only complete applications, which include the appropriate plans, will be processed.
4. Incomplete applications will be referred back to the applicant for completion.

5. Pursuant to the Fees and Charges By-law, applicants will be responsible for any and all costs associated with this application. Any amendments, deferrals and recirculations will be subject to a recirculation fee.
6. An additional fee will be applicable if the subject lands are located within the Conservation Authority regulation limit. Payment must be made directly to the Lake Simcoe Region Conservation Authority (LSRCA) or the Nottawasaga Valley Conservation Authority (NVCA).
7. The applicant is liable for any direct costs incurred by the Township during the processing of planning applications including legal, engineering, and other consultant fees. These costs shall be invoiced to the applicant on a monthly basis. In the event there is a security deposit on file with the Township, these fees shall be dedicated from said deposit and where a minimum balance is required throughout the processing of an application as set out in the Schedule of Planning Fees, the applicant shall be invoiced an amount to maintain the balance required for the security deposit.
8. 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.
9. If the application is signed by an agent or solicitor on behalf of the applicant, the owner's authorization must be completed on Cloudpermit. If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal must be affixed **and** copy of Articles of Incorporation must be uploaded to Cloudpermit.
10. All submissions shall be accompanied by the required sketches, drawings, survey, reports and supporting information (including the Transfer of Deed and correspondence, approvals or permits from external agencies) which are to be uploaded to Cloudpermit, under 'Attachments' (Adobe Acrobat.pdf format only).
11. Alternative formats are available upon request.

To be completed by the owner or authorized agent

Please print or type:

1. Name of owner _____

Full Mailing Address _____

Telephone Number _____

E-mail _____

2. Name of Authorized Agent (if applicable) _____

Full Mailing Address _____

Telephone Number _____

E-mail _____

3. Please specify to which of the following all communications should be sent:

☐ owner ☐ agent ☐ solicitor

4. Full legal description of the property which is the land subject of this application including name of former municipality in which it was located. (e.g. Lot 1, Concession 1, Township of Orillia).

A copy of the Land Transfer or Deed to the satisfaction of the Township is required to verify legal description at the time of the initial application being submitted.

5. To be answered by the Applicant

5.1 Are you the registered owner of the subject lands? Yes_____ No_____

5.2 Do you act on behalf of the registered owner? Yes_____ No_____

5.3 Do you have an option to purchase the subject lands? Yes_____ No_____

5.4 If applicable, what is the expiry date of the Option as mentioned in 5.3?

5.5 Have you made an offer to Purchase or Agreement of Sale in respect of the subject lands, or any portion thereof with the Registered Owner?
Yes_____ No_____

5.6 If applicable, what is the expiry date of any Offer or Agreement as mentioned in 5.5? _____

5.7 If applicable, is the Offer or Agreement as mentioned in 5.5 conditional on the success or failure of this Application? Yes_____ No_____

5.8 Do you have an offer to lease the subject lands? Yes_____ No_____

5.9 Is there a mortgage registered against the subject lands? Yes____ No____
If yes, provide name of mortgage _____

6. Present Official Plan designation(s) _____

7. Present Zone classification(s) _____

8. Present Use of subject lands _____

9. Proposed use of subject lands _____

10. Details of buildings/structures proposed (e.g. gross floor area, number of storeys, uses within building/structures)

11. Type of road access (e.g. provincial highway, county road, municipal road – maintained year round, municipal road – seasonal, other public road, right of way, or water) proposed:

12. What type of water supply is proposed?

Municipally owned/operated	<input type="checkbox"/>
Privately owned/operated	<input type="checkbox"/>
Individual Well	<input type="checkbox"/>
Communal Well	<input type="checkbox"/>
Lake	<input type="checkbox"/>
Other (specify) _____	

13. What type of sewage disposal is proposed?

Municipally owned/operated	<input type="checkbox"/>
Privately owned/operated	<input type="checkbox"/>
Individual Septic Tank	<input type="checkbox"/>
Communal Septic Tank	<input type="checkbox"/>
Privy	<input type="checkbox"/>
Other (specify) _____	

14. What other Provincial Ministries or other Agencies or individuals have been consulted prior to the submission of Application? (e.g. Ministry of Environment, School Boards, District Health Unit, County Engineer, etc.)

15. Southern Georgian Bay Lake Simcoe Source Protection Plan

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

Permission to Enter

I/We _____

(Print Name of Owner(s))

Authorize the Development Services Committee and The Township of Oro-Medonte staff to enter the subject lands for the limited purposes of evaluating the merits of this application.

Signature of owner(s)

I/we _____ of the _____
of _____ in the _____ of _____

DATED at the _____ of _____ this
_____ day of _____, 20__.

DECLARED before me at the)
of)
in the)
of)
this day of 20)

A Commissioner, etc.

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.

Signature of Owner

Date

Signature of Owner

Date

Authorization by Owner

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.

If the Owner is an incorporated company, authorization of the appropriate signing officer(s) is required in accordance with the company's by-laws.

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

Signature of Owner

Date