

**PLEASE USE CLOUDPERMIT TO SUBMIT
A SITE PLAN APPLICATION**

The Corporation of the Township Of Oro-Medonte

Site Plan Application

Submission No. 2024-SPA-_____

Roll #: _____

Municipal Address _____

Application for Site Plan Approval

I/We enclose herewith application and processing fees in the amount of **\$2,000.00** for a Site Plan Approval for buildings/additions up to 500 square metres of gross floor area as defined in Township's Zoning By-law. (\$1,000.00 of which is a potentially refundable deposit).

I/We enclose herewith application and processing fees in the amount of **\$6,500.00** for a Site Plan Approval for buildings/additions over 500 square metres of gross floor area as defined in the Township's Zoning By-law. (\$5,000.00 of which is a potentially refundable deposit).

Application for Site Plan Revision

I/We enclose herewith application and processing fees in the amount of **\$775.00** for a Site Plan Revision (includes \$275.00 registration fee).

Application for Site Plan Agreement for a Bed & Breakfast Establishment

I/We enclose herewith application and processing fees in the amount of **\$800.00** for a Site Plan Approval regarding Private or Unassumed Roads or for a Bed & Breakfast Establishment (includes \$300.00 registration fee).

Application for Site Plan Agreement for Model Home Agreement

I/We enclose herewith application and processing fees in the amount of **\$2,000.00** for a Site Plan Approval for Model Home (includes \$1,000.00 refundable deposit).

It is recommended that you consult with the Township prior to submitting your application. Please also ensure you have reviewed the Site Plan Application Guidelines.

Site Plan Application Checklist

Please ensure you have completed the following prior to submitting your Application. Digital copies of all documents shall be submitted to the Township in Adobe Acrobat.pdf format:

- Application form completed in full
- Signed application and obtain signed authorization from the Owner(s) if you are acting as Agent
- Application Fee
- Copy of any correspondence, approvals or permits from outside agencies/departments
- Copy of all studies and reports required to be submitted with your application
- Copy of Deed of Transfer showing legal description of the subject lands and name(s) of registered owner of the property and any/all Mortgages
- Copy of Survey

Note: The Township and/or reviewing Agencies may request additional paper copies of reports/plans.

A complete application will be determined in accordance with the requirements of the Planning Act, Township of Oro-Medonte Official Plan, Township of Oro-Medonte Site Plan Control By-law 2019-056, as amended, Site Plan Application Guidelines and Development Engineering Policies, Process and Design Standards.

The Township's Site Plan Application Guidelines and Development Engineering Policies, Access and Design Standards can be found at: <http://www.oro-medonte.ca/municipal-services/planning-information/development-applications-guidelines>, or may be obtained at the Township Office.

Please be advised that technical and supporting studies submitted as part of a completed application may be required to be peer reviewed. If a Peer review is required, the cost will be at the expense of the applicant in accordance with the Township's Fees and Charges By-law. To expedite the processing of your application, please ensure it is completed prior to submission. Incomplete applications will be returned for re-submission. Incomplete applications will not be held at the Township office.

Only **fully completed** applications accompanied by the necessary supporting materials and fees will be processed and are considered complete applications. Please refer to the Site Plan Application Guidelines for a complete list of information requirements.

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
- Privately owned/operated
- Individual Well
- Communal Well
- Lake
- Other (specify) _____

13. What type of sewage disposal is proposed?

- Municipally owned/operated
- Privately owned/operated
- Individual Septic Tank
- Communal Septic Tank
- Privy
- Other (specify) _____

14. What other Provincial Ministries or other Agencies or individuals have been consulted prior to the submission or 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 _____

hereby apply, as previously specified, to the Corporation of the Township of Oro-Medonte. It is expressly understood that this application is in regard only to the lands described, and is made pursuant to the provision of The Planning Act, 1990. I understand that the personal information on this form is being collected pursuant to the Planning Act, R.S.O., 1990 c.P.13 and will be used in relation to the processing of this development application. I solemnly declare that all the statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

DATED at the _____ of _____ this
 _____ day of _____, 2024.

 (Signature of Applicant, Solicitor, or Authorized Agent)

DECLARED before me at the)
 _____ **of** _____)
in the _____ **of** _____)
this **day of** _____ **2024**)

 (Signature of Applicant, Solicitor, or Agent)

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