



SITE PLAN APPROVAL APPLICATION

UNDER SECTION 41 OF THE PLANNING ACT

Instructions

This is a site plan approval application under Section 41 of the Planning Act. Prior to processing, it is required that 1 copy of this application, the application fee of \$1,350 (or \$250. for an amendment to an existing agreement), and the site plan submission package detailing the requirements of Section 4 of this application, be filed with the Municipality. Additionally it should be noted that:

- (1) The application must be completed in metric units.
- (2) The site plan must be prepared by a design professional such as a civil engineer, architect, landscape architect or land surveyor.
- (3) Applicants should be aware that receipt of inaccurate information will cause delays in the approval of the application.
- (4) Additional information, studies and / or reports may be required by the Municipality prior to approval being granted. The Municipality reserves the right to determine what information is necessary in order to properly process an application.
- (5) A site plan / development agreement between the Municipality and the applicant will be required.
- (6) Applicants are responsible for the Municipality's costs in reviewing the plans and developing the site plan agreement (i.e. all engineering and solicitor's fees incurred by the Municipality will be invoiced to the applicant).

THE MUNICIPALITY IS NOT RESPONSIBLE FOR ANY THIRD PARTY CHARGES RELATING TO THIS SITE PLAN APPROVAL APPLICATION.

Please submit the application, fee, and site plan submission package to the Municipal Office care of:

Debbie Walsh, Planning Co-ordinator
Municipality of Strathroy-Caradoc
52 Frank Street
Strathroy, ON N7G 2R4

Tel: 519-245-1105 (ext. 234)
Fax: 519-245-6353
Email: dwalsh@strathroy-caradoc.ca

For office use only

Date Received _____

This application was determined complete on _____

Signature of Planner

SECTION 1: CONTACT INFORMATION

- 1 Name of owner: _____
Address _____

Phone _____ Fax _____
Email _____
- 2 Name of Applicant (if diff.) _____
Address _____

Phone _____ Fax _____
Email _____
- 3 Please specify to whom all correspondence should be sent:
Owner Applicant

SECTION 2: PROPERTY INFORMATION

- 4 Municipal Address: _____

- 5 Legal Description: Concession No. _____ Lot No(s) _____
Reference Plan No. _____
Ref. Plan Part No(s) _____
Registered Plan No. _____
Reg. Plan Lot / Block No(s) _____

6 Property Dimensions (in metric units)

Frontage	Depth	Area	Existing Use(s)

7 Please indicate whether there are any buildings or structures on the subject lands

Yes No

If yes, please indicate the type of buildings and structures that currently exist on the lot, the existing use, and whether the building or structure is to be retained or removed:

Type of Building / Structure	Existing Uses	Retained	Removed

15 Is the subject land the subject of any other application under the Planning Act?

Yes No

If yes, please specify the type of application, the file number (if any) and its status:

Official Plan Amendment Zoning By-law Amendment Minor Variance
 Consent Other Please Specify _____
 File No. _____ Status: In Process Deferred

SECTION 3: PROPOSAL DESCRIPTION

17 Please briefly describe what is being proposed:

7 Please indicate the type of buildings and structures that are being proposed (including additions to existing buildings and structures) and the proposed use:

Type of Building / Structure	Proposed Use(s)

14 Access is to be provided by:

- County Road
- Municipal Road (Year Round)
- Municipal Road (Seasonal)
- Other Public Road
- Private Road
- Right-of-way

16 Water service is to be provided by:

- Municipal Piped Water
- Private Individual Well
- Private Communal Well
- Water Body
- Other
- Please Specify _____

15 Sewage disposal is to be provided by:

Municipal Sewage System

Private Individual Septic System

Private Communal Septic System

Privy

Other

Please Specify _____

17 Storm drains are to be provided by:

Sewers

Ditches

Swales

Other

Please Specify _____

SECTION 4: ADDITIONAL INFORMATION

27 Indicate which, if any, uses or features are located on or within 500 metres of the subject lands.

Use or Feature	On the Subject Lands	Within 500 metres of the subject lands.
An agricultural operation		
A livestock facility or stockyard		
An industrial or commercial use		
Landfill site		
Sewage treatment plant or waste stabilization pond		
Active railway line		
A county road or Highway 402		
High voltage electric transmission line or electric transformer station		
Significant wetland		
Significant woodlot		
A watercourse, municipal drain, river or stream		

Use or Feature	On the Subject Lands	Within 500 metres of the subject lands.
Floodplain or hazard lands		
Designated heritage structure or archaeological site		
Contaminated site or potentially contaminated site including underground storage tanks or buried waste		

28 Have any supporting studies, reports or documentation been submitted with this application?

Yes No

If yes, please list the titles:

1. _____
2. _____
3. _____

SECTION 4: SUBMISSION PACKAGE CHECKLIST

This application must be accompanied by a complete site plan submission package. Failure to supply this information will result in a delay in processing the application. Please fill out the checklist below to ensure you have included all the required information.

- 29 The site plan must be complete, accurately drawn to scale and prepared by a civil engineer, architect, landscape architect, land surveyor or similar design professional. Every site plan must include:
- property dimensions
 - existing buildings and structures (to be retained) and their dimensions
 - proposed buildings and structures, or additions and their dimensions
 - existing and final grades and drainage direction
 - distance of all buildings and structures to property lines
 - any easements or rights-of-way on the lands
 - location of any existing or proposed water pipeline, sanitary and storm sewer
 - significant physical features on or abutting the lands (i.e. watercourses, municipal drains, woodlots, wetlands, rail lines, etc.)
 - location of any existing or proposed entrance driveways and their width at the property line
 - location and number of any parking spaces and loading spaces and their dimensions
 - detailed plans and drawings setting forth all elevations and cross-section views of the proposed buildings or building additions, drawn to scale and showing the building massing and conceptual design
 - name, location and width of any public roads abutting the lands and the status of the road (i.e. unopened road allowance, public travelled road, etc.)
 - Statistics Chart, indicating the following
 - Gross Area
 - Net Area (after road widening, etc.)
 - Lot Coverage (% of net area)
 - Landscaped open space / amenity space (%) provided and required
 - Parking spaces provided and required (including handicapped spaces)
 - Number and type of units (including floor area)
 - Curbing detail, light standards, planters, outdoor furniture, play equipment, garbage receptacles, privacy screens, fencing, walls, walkway material, signs (identification, entrance and parking), hard landscape material, berms, banks and swales.
 - Landscape detail (to be identified by letter chart form on plan) of all plant material to include size (calliper and height), common name, location and number.

SECTION 5: DECLARATIONS

I, _____, of the _____ of _____
in the _____ of _____, do solemnly declare that all
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*.

Declared before me at the _____)
of _____ in the County of _____)
_____) _____)
this _____ day of _____ 20 _____) Applicant's Signature*

A Commissioner of Oaths

* If an agent is applying on behalf of an applicant / owner, written authorization must accompany the application

If owner is different from applicant:

I, _____, being the owner of the property described in
Section 2 of this application, hereby acknowledges and give consent to this application
dated at _____ this _____ day of _____ 20 _____

Signature of owner