

Application for Site Plan Approval (Under Section 41 of the Planning Act, R.S.O., 1990 c. P. 13)			
Date of Application (DD / MM / YYYY):			
Information			
Name of Owner:		Email Address:	
Address:	City:	Province:	Postal Code:
Telephone:		Fax:	
Applicant/Agent Information			
Name of Applicant or Agent (if different from the Owner):		Email Address:	
Address:	City:	Province:	Postal Code:
Telephone:		Fax:	
Please Check to whom all communication should be sent:			
<input type="checkbox"/> Owner <input type="checkbox"/> Applicant <input type="checkbox"/> Agent			
Official Plan			
County Official Plan Designation:			
Township Official Plan Designation:			
Zoning By-law			
Zoning:			
Present Use of Subject Lands (be specific):			
Dimensions of Property Area			
Frontage:	Depth:	Area:	

Existing Buildings and Structures			
1 st Building:	Front lot line setback:		
Height (m):	Rear lot line setback:		
Dimensions:	Side lot line setback:		
Floor Area:	Date Constructed:		
2 nd Building:	Front lot line setback:		
Height (m):	Rear lot line setback:		
Dimensions:	Side lot line setback:		
Floor Area:	Date Constructed:		
3 rd Building:	Front lot line setback:		
Height (m):	Rear lot line setback:		
Dimensions:	Side lot line setback:		
Floor Area:	Date Constructed:		
Present Use of Adjacent Lands			
North:			
South:			
East:			
West:			
Proposed Development Information			
Proposed Use of Land/ Development (indicate net floor area for each use):			
Construction Start Date (DD/ MM / YYYY):	Completion Date (DD / MM / YYYY):		
Proposed Floor Area:	Number of Parking Spaces:	Number of Loading Spaces:	
Number of Storeys:	Build Area (footprint):		
Nature of Project:			
Residential Data (if applicable):			
<input type="checkbox"/> Bachelor	<input type="checkbox"/> 1 Bedroom	<input type="checkbox"/> 2 Bedroom	<input type="checkbox"/> 3 Bedroom
<input type="checkbox"/> Other (specify):	<input type="checkbox"/> Total Units:		
Signs			
Height:	Sign Area:		
<input type="checkbox"/> Free Standing	<input type="checkbox"/> Facia	<input type="checkbox"/> Other, please specify:	

Note: Please refer to the Township of Cavan Monaghan Site Plan Control Area By-law prior to proceeding with the preparation of any drawings.

Proposed Buildings or Structures

1 st Building:	Front lot line setback:
Height (m):	Rear lot line setback:
Dimensions:	Side lot line setback:
Floor Area:	Date Constructed:
2 nd Building:	Front lot line setback:
Height (m):	Rear lot line setback:
Dimensions:	Side lot line setback:
Floor Area:	Date Constructed:
3 rd Building:	Front lot line setback:
Height (m):	Rear lot line setback:
Dimensions:	Side lot line setback:
Floor Area:	Date Constructed:

Legal Description of Subject Land

Ward:	Lot:	Concession:
Registered Plan of Subdivision:		
Reference Plan Number and Part Numbers:		
Street Address:		

Access to Property

Provincial Highway:
Municipal:
County Road:
Date Subject Land was Acquired (DD / MM / YYYY):

Water Supply

Private well Municipally owned Other

Sewage Disposal

Private septic system Municipally owned/operated Other

Storm Drainage

Sewers Ditches Swales

Other Means (Specify):

Other Applications

Plan of Subdivision File No.:	Status:
Severance File No.:	Status:
Condition of Council Approval:	Condition of Committee Adjustment:
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Information for Applicants

Application Form

The application form must be complete at time of submission. Dark blue or black ink only – do not use pencil. The original copy of the application must be submitted to the Township. Incomplete applications will not be accepted. The applicable Official Plan and Zoning By-law should be consulted by the applicant when preparing an application for Site Plan Approval.

For additional information, please contact the Township of Cavan Monaghan Planning Services Department at 988 County Road 10, Millbrook ON L0A 1G0 or by telephone at (705) 932-9334 or (705) 932-9321 between 8:30 a.m. - 4:30 p.m.

Species at Risk

The applicant and any prospective owners are advised that endangered and threatened species exist in the area and may exist on the site. Property owners are responsible for identifying endangered and threatened species and their habitat within the property prior to undertaking work. They must also ensure that the work/activity will not result in negative impacts. Property owners are encouraged to consult with their local Ministry of Natural Resources District Office if they have questions about the *Endangered Species Act, 2007*. The Peterborough District Office is located at 300 Water Street in Peterborough. The telephone number for the office is 705-755-2000 or 1-800-667-1940.

Any sightings of a threatened or endangered species during development and construction on the property must be reported to the local Ministry of Natural Resources Species at Risk Biologist. For more information on the Endangered Species Act, 2007 or the full list of species at risk, please visit www.ontario.ca/speciesatrisk. A list of the Species at Risk in the Township of Cavan Monaghan is also available from the Township Planning Services Department.

Sworn Declaration

I/We (applicants(s)) _____

of the _____ of _____

solemnly declare that all of the statements and information contained in all the exhibits transmitted herewith are true and 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 by virtue of the Canada Evidence Act and agree to allow the Township of Cavan Monaghan, its employees and agents, to enter upon the subject property for the purposes of conducting surveys and tests that may be necessary to process this application.

I/We also agree to pay an additional funds required by the Township for the processing of this application. Additional funds will not be required until the original application fees have been expended.

Declared before me at the _____

of _____

this _____ day of _____, 20_____.

A Commissioner, etc.

Signature of Applicant

Signature of Property Owner (if different from Applicant)

Date

I/We also acknowledge that the information requested on this form is collected under the authority of the Planning Act, R.S.O. 1990, Chapter P13, as amended. The information is required in order to process the application. The name and business address of the applicant and/or authorized agent is public information. Any other personal information collected will only be used for internal purposes. Questions about this collection can be made to the Clerk, 988 County Road 10, Millbrook, Ontario L0A 1G0, telephone 705-932-9326 during business hours.

Authorization

I _____, hereby authorize the Township of Cavan Monaghan staff, Council, and Committee members to enter the property, which is subject to the above application, for the purpose of completing the site inspection and obtaining relevant information for processing this application.

Signature of Applicant/Authorized Agent

Date