

## Township of McNab/Braeside Site Plan Application Form

Office Use Only

File Number:	Date Accepted:
Related Files Numbers:	

**PART 1: GENERAL INFORMATION**

1.1. Site Plan Control applications pursuant to Section 41 of the Planning ACT, RSO 1990 as amended, typically require an Agreement between the Owner of the Land(s) and the Township of McNab/Braeside. As the Site Plan Control Agreement will be registered against title to the lands identified in this application, the Registered Owner's Name must be identical to how title is held.

<b>Registered Property Owner's Name</b>	<b>If a Company, Identify Company and an Officer</b>
Address:	
	Telephone:
	Fax:

Agent's Name	Agent's Company Name
Address:	
	Telephone:
	Fax:

Communications to be sent to: Owner  or Agent

**Note:** *If an agent on behalf of an applicant signs this application, the owner's written authorization must accompany the application.*

**1.2 Consultant:**

Name of Firm: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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**Engineering:**

Name of Firm: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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**Architect:**

Name of Firm: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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**Planning:**

Name of Firm: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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**Solicitor:**

Name of Firm: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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PART 2: PROPERTY INFORMATION

2.1 Street and Number: \_\_\_\_\_  
Nearest Cross Street(s) \_\_\_\_\_; Lot Number \_\_\_\_\_, Concession \_\_\_\_\_  
Registered Plan Number \_\_\_\_\_, Lot \_\_\_\_\_; Reference Plan Number \_\_\_\_\_, Part \_\_\_\_\_

2.2 Land Description

Frontage	Depth	Area
_____ metres	_____ metres	_____ metres

2.3 Please identify the names and address of the holder of any mortgages, charges or other encumbrances on the subject land(s).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.4 Are there any easements, right-of-way or restrictive covenants affecting the subject land(s).  
Yes  No

If yes, describe the purpose/effect and identify the name and address of the persons who benefit from the easements, right-of-way or restrictive covenants.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.5 Has there been any previous Site Plan Control Agreements Registered against these lands?  
Yes  No

Please identify year, file number and particulars:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PART 3: PROPOSED DEVELOPMENT**

3.1 Nature of Proposed Development / Use:  
 Commercial       Industrial       Residential       Institutional  
 Other

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3.2 Are the subject land(s) currently vacant?  
 Yes  No

3.3 Does the proposed development include the demolition of an existing building or parts thereof?  
 Yes  No   
 Describe briefly: \_\_\_\_\_

3.4 Is the proposal an addition to an existing building?  
 Yes  No   
 Describe briefly: \_\_\_\_\_

3.5 Are any of the existing buildings designated as being architecturally and/or historically significant?  
 Yes  No

3.6 Site development Data:  
 Total Lot Area: \_\_\_\_\_ m<sup>2</sup> or \_\_\_\_\_ hectares

	Proposed	Existing	Total	Office Use Req'd by ZBL
Building Area (Ground Floor Area)	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>	
Gross Floor Area (Total of all Floors)	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>	
Number of Parking Spaces				
Number of Handicapped Spaces				
Number of Loading Bays				
Parking Area Coverage (including lanes & drives)	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>	
Building Height	m	m	m	
Number of Storeys				
Number of Residential Units				

Landscaped / Open Space Area				
Open / Outdoor Storage	m <sup>2</sup>	m <sup>2</sup>	m <sup>2</sup>	

3.7 Has an application been submitted for re-zoning or minor variance in order to permit this proposal?  
 Yes  No

**PART 4: PREVIOUS USES**

4.1 Has there been an industrial or commercial use on the subject land.  
 Yes  No

If Yes, specify the use and the last year of that use (if known)

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4.2 Has a gas station been on the subject land or land adjacent to the subject land at anytime?  
 Yes  No  Unknown

4.3 Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land at anytime?  
 Yes  No  Unknown

4.4 Is there reason to believe the subject land may have been contaminated by former uses or adjacent lands?  
 Yes  No  Unknown

4.5 Has the land ever been subject of an environmental order such as control, stop, preventative, clean-up or prohibition order?  
 Yes  No  Unknown

If Yes, explain

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4.6 Have you ever been advised either formally or informally by the Ministry of Environment and Energy or another source that the property is or may be contaminated?  
 Yes  No  Unknown

If Yes, explain

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4.7 If Yes to questions 4.1, 4.2, 4.3, 4.3, 4.4, 4.5, or 4.6 provided related reports to the subject land(s).

Reports attached      Yes     No     Not Available

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**PART 5:      ATTACHMENTS**

5.1      Enclose the following number of documents electronic and hard copy:

- o      Plan of Survey, including legal description/deed      2
- o      Existing Conditions Plan      2
- o      Site Plan to scale      2
- o      Lot Grading and Site Services      2
- o      Drainage Plan      2
- o      Building Elevations      2
- o      Floor Plans      2
- o      Landscaping Plans      2

Other studies and/or reports may be requested by the Township

Note:

- A reduction of the Site Plan (8½”x 14”) is required for technical circulation.
- Final Site Plan Agreement, 8½”x 14” reductions of full-approved plans will be required to be included in the agreement.

**PEER REVIEW FEE** All engineering peer review fees are payable by the applicant. An engineering peer review fee deposit of \$3,000.00 must be submitted at the time of application. Subsequent deposits will be required based on estimated review costs. No review will occur without deposits in place. Surplus fees will be returned to the applicant upon completion of the project.

**PART 6:      DECLARATION**

The Owner/Agent agrees to reimburse and indemnify the Township of McNab/Braeside of all fees and expenses incurred by the Township of McNab/Braeside to process the application, including any fees and expenses attributed to proceeding before the Local Planning Appeal Tribunal (LPAT) or any court or other administrative tribunal if necessary to defend Council’s decision to support the application.

The Owner/Agent also agrees to deposit with the Township of McNab/Braeside such monies as required by the Township of McNab/Braeside’s Tariff of Fees By-Law as amended to defend appeals brought before the LPAT by parties other than the Applicant/Agent or township.

The required fee for the processing of this application shall be in accordance with the Township of McNab/Braeside’s current Tariff of Fees By-Law pertaining to planning matters. The Fees prescribed do not include professional fees, (ie.: legal, engineering, peer review ) or extra public meetings. Prior to undertaking any of these matters the applicant agrees to reimburse the Municipality for all charges related to the application. Fees required for the processing of this application are required at the time of

submission. The amount of the required fees should be confirmed with the Township prior to the submission of the application.

\_\_\_\_\_  
Signature of Applicant(s) / Agent

\_\_\_\_\_  
Signature of Applicant(s) / Agent

\_\_\_\_\_  
Date

**AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION:**

(If Declaration (Part 6) is signed by an Agent on owner's behalf, the Owner's written authorization below must be completed)

I/(we) \_\_\_\_\_ of the Township of McNab/Braeside in the County of Renfrew do hereby authorize \_\_\_\_\_ to act as my (our) agent in this application.

\_\_\_\_\_  
Print Name of Owner(s)

\_\_\_\_\_  
Signature of Owner(s)

Date \_\_\_\_\_