



## Application for Site Plan Development Agreement (Section 41 of The Planning Act, 1990, R.S.O.)

### Instructions:

Prior to making an application, a proponent is required to pre-consult with the Municipality to determine the appropriateness of the request and review submission requirements. If the applicant is not the owner of the subject land, a written statement by the owner which authorizes the applicant/agent to act on behalf of the owner as it relates to the subject application, must accompany the application (See Section 8.0).

Site Plan approval is valid for one (1) year from the date of approval. If a building permit is not issued during this time, Site Plan approval is void. In accordance with Section 41(7) of the Planning Act RSO 1990, the Municipality may require the owner of the land to meet certain conditions to the approval of plans.

All information submitted in support of this application will be considered public information, including any reports, studies, drawings or other documentation submitted by applicant(s), agent(s), consultants(s) or solicitor(s). The Municipality of North Perth is permitted to make the application and any associated supporting information available to the general public, including posting electronic versions of the application form and associated studies and reports online. The Municipality of North Perth is also permitted to provide copies of the application and any supporting information to any member of the public or other third party that requests the information.

In accordance with the Clean Water Act, 2006, a number of Source Protection Plans have been developed that apply within the various watersheds within Perth County. The policies of these Source Protection Plans may affect this Planning Act application. More information about the applicable Source Protection Plans is available at:

1. Maitland Valley Source Protection Plan [sourcewaterinfo.on.ca](http://sourcewaterinfo.on.ca)
2. Ausable Bayfield Source Protection Plan [sourcewaterinfo.on.ca](http://sourcewaterinfo.on.ca)
3. Thames-Sydenham and Region Source Protection Plan [sourceprotection.on.ca](http://sourceprotection.on.ca)
4. Grand River Source Protection Area [sourcewater.ca](http://sourcewater.ca)

### Security Deposit for Site Works:

As part of Site Plan Agreement, applicants are required to provide a security deposit, refundable upon the substantial completion of site works. The amount of the deposit is \$5,000 for minor applications and \$10,000 for major applications (inclusive of any site grading deposit). The minor application rate applies to all residential projects and to non-residential projects under 600 m<sup>2</sup> of gross floor area. The final determination of the amount is at the discretion of the Chief Building Official.

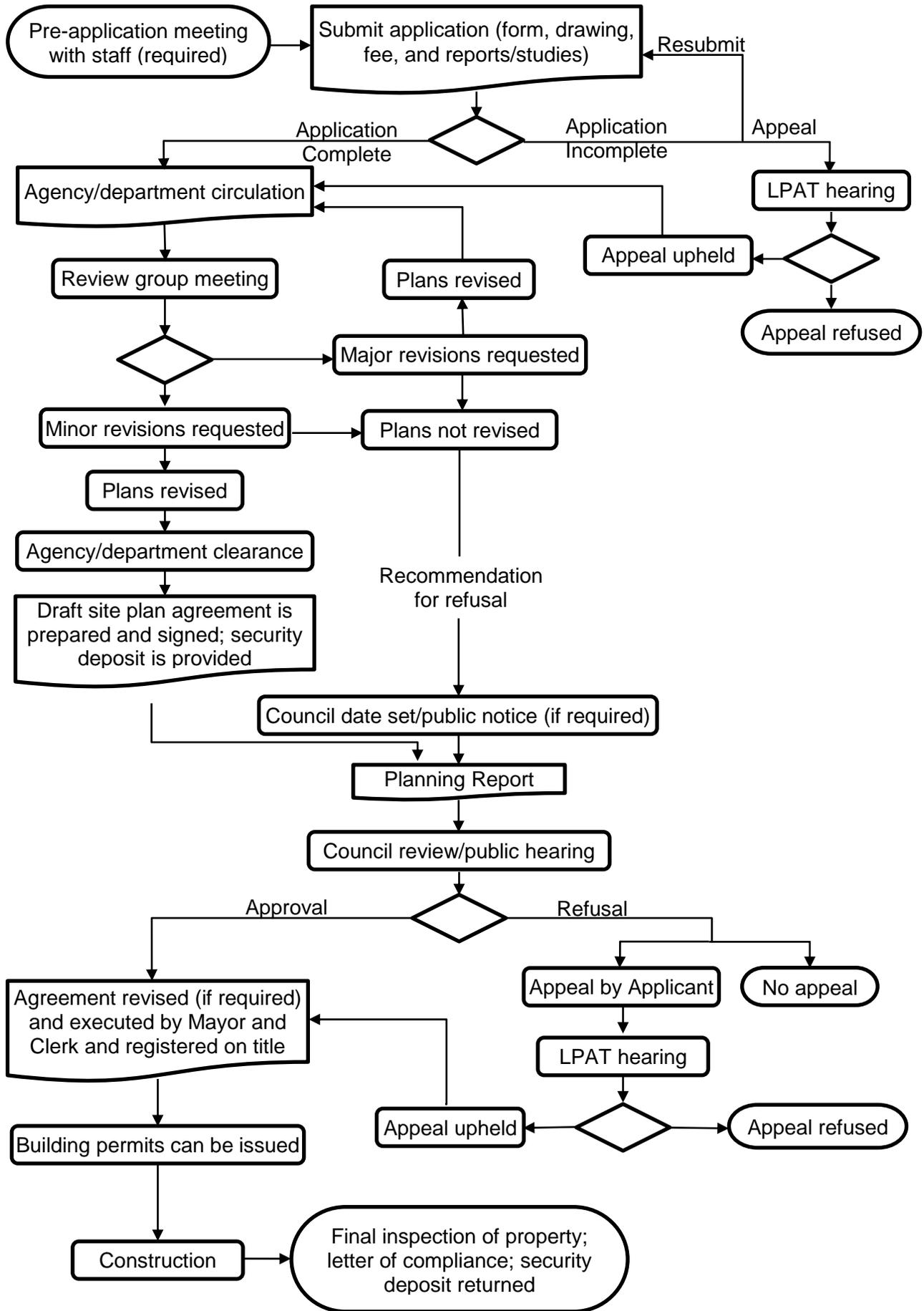
### Application Checklist:

- One Copy of Completed Application Form and Application drawing (See Section 5.0)
- Application fee, payable to the Municipality of North Perth
- One copy of the Parcel Register (if available)

### For Help:

To help you complete the application form, please consult the Municipality of North Perth Zoning Administrator at 519-291-2950 Ext. 2058 or the Planner at Ext. 2052.

### Site Plan Approval Process Flow Chart



<b>FOR OFFICE USE ONLY</b>	
Roll:	Date received:
Fee required:	Fee Receipt No.:
Deposit required:	Deposit Receipt No.:
OP Designation:	Zone:

<b>1.0 Applicant Information</b>		
<b>Owner(s)</b>		
Name:		
Address:		Postal Code:
Phone:	Cell:	Email:
<b>Applicant</b> (complete if applicant is not the owner)		
Name:		
Address:		Postal Code:
Phone:	Cell:	Email:
<b>Agent</b> (if applicable)		
Name:		
Address:		Postal Code:
Phone:	Cell:	Email:
<b>1.1 Which of the above is correspondence to be sent to? (check one)</b>		
Owner <input type="checkbox"/> Applicant <input type="checkbox"/> Agent <input type="checkbox"/>		
<b>2.0 Location of the Subject Land</b>		
Street Address:		Ward:
Legal Description:		
<b>3.0 Names and addresses of any mortgagees, or holders of other encumbrances:</b>		
<b>4.0 Total Building Floor Area</b>		
Existing:		Proposed:
<b>5.0 Application Drawing(s)</b>		
In order to process a Site Plan Development Agreement under Section 41 of The Planning Act, this application must be accompanied by a drawing or drawings showing the information described in Section 3.2 of the Site Plan Design Guidelines.		

**6.0 Wellhead Protection Area (WHPA)**

Is any part of the subject property within a WHPA? Yes  No

If Yes, what type? (check all that apply) A  B  C  D

**7.0 Applicant Affidavit or Sworn Declaration**

I, \_\_\_\_\_ of the \_\_\_\_\_ in the County/Region of \_\_\_\_\_ make oath and say (or solemnly declare) that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the \_\_\_\_\_ in the County/Region of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Applicant

**8.0 Authorization of Owner for Agent to Make the Application**

I/We, \_\_\_\_\_ of the \_\_\_\_\_ in the County/Region of \_\_\_\_\_ am/are the owner(s) of the land that is the subject of this application and I/we hereby authorize \_\_\_\_\_ to act as my/our agent in the application.

\_\_\_\_\_  
Name of Owner

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Owner

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**9.0 Acknowledgement**

With the filing of this application, the applicant is aware that they are responsible for all third party costs incurred by the municipality for the review and approval of this application including but not limited to planners, engineers, solicitors, consultants, agencies, and conservation authorities.

Dated at the \_\_\_\_\_ in the County/Region of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Applicant