



The Corporation of The Township of Lake of Bays

SITE PLAN AGREEMENT

Planning Department
1012 Dwight Beach Rd.
Dwight, ON P0A 1H0
Phone: (705)635-2272
Fax: (705)635-2132

The undersigned hereby applies to the Council of the Township of Lake of Bays under Section 34 of The Planning Act, R.S.O., c.P. 13, for approval as described in this application.

OFFICE USE ONLY
Application No:
Roll No.: 4427- - -
Site Plan Agreement Fee: \$700.00
Amendment Agreement Fee: \$350.00
Minor Adjustment to Sketch: \$150.00
To Fulfill Condition Planning Application:
Checked By:

1. Owner Information

Name of Registered Owner(s)
Address:
Telephone (home): (Office):
Fax: E-mail:

2. Authorized Agent Information (if applicable)

Name of Authorized Agent:
Address:
Telephone (home): (Office):
Fax: E-mail:

3. Name of any Mortgages, Holders of Charges or any Encumbrances

Name:
Address:
Telephone (home): (Office):
Fax: E-mail:

4. Legal Property Description PLEASE ATTACH COPY OF MOST CURRENT DEED(S)

Ward or Former Township: Lot No: Concession:
Registered Plan of Subdivision No. (if any):
Lot No. on Plan: Assessment Roll No.:

5. Dimensions of Property (in metric and imperial if possible)

Frontage on Road: Frontage on Water:
Depth: Width:
Area:

6. Zoning Information

Existing Zoning:

7. Use of subject lands (PLEASE BE SPECIFIC i.e. vacant, single family dwelling)

Existing: _____

Proposed: _____

8. Water Supply

Existing	Proposed	
<input type="checkbox"/>	<input type="checkbox"/>	Municipally owned and operated piped water
<input type="checkbox"/>	<input type="checkbox"/>	Lake/River
<input type="checkbox"/>	<input type="checkbox"/>	Well
<input type="checkbox"/>	<input type="checkbox"/>	Other (specify): _____

9. Sewage Disposal

Existing	Proposed	
<input type="checkbox"/>	<input type="checkbox"/>	Municipally owned and operated sanitary sewers
<input type="checkbox"/>	<input type="checkbox"/>	Septic Tank and Tile Field
<input type="checkbox"/>	<input type="checkbox"/>	Pit Privy
<input type="checkbox"/>	<input type="checkbox"/>	Other (specify): _____

10. Road Access

Existing	Proposed	
<input type="checkbox"/>	<input type="checkbox"/>	Municipal Road (Year round maintained)
<input type="checkbox"/>	<input type="checkbox"/>	Municipal Road (Seasonally maintained)
<input type="checkbox"/>	<input type="checkbox"/>	Private Road
<input type="checkbox"/>	<input type="checkbox"/>	Water Access

Name of Street or Road: _____

11. Planning History

Has the owner previously applied for site plan approval in respect of the subject lands? YES NO

If yes, please describe briefly: _____

Is this agreement subject to the condition of another Planning Application? YES NO

If yes, please supply the application number: _____

12. Additional Information

13. Drawing Details

Drawings must be to a usable scale, done in black ink, contain a north arrow, and be on paper that is a maximum size of 11"x17". **Three (3)** copies are to be submitted.

RESIDENTIAL:

- must be of professional quality and clearly show all existing and proposed structures to scale, and delineate forested areas versus lawn/cleared areas

COMMERCIAL:

- A professional architect or engineer or surveyor shall prepare all site plan drawings for commercial site plan applications, as follows:

a) Site Plan

The following information must be shown on site plans for review by the Township:

- 1) Proposed location, height, dimensions and uses of all buildings and structures including massing, conceptual design, and general type of building materials and the use of all remaining lands on the site;
- 2) Facilities to provide access to and from the land such as ramps, curbing and traffic direction signs;
- 3) Off-street vehicular loading and parking facilities (including barrier free parking), either covered or uncovered, access driveways, (including driveways for emergency vehicles) and the surfacing of such areas and driveways;
- 4) Walkways, including the surfacing thereof, and all other means of pedestrian access;
- 5) Facilities for the lighting, (including flood-lighting), or the land, or of any buildings or structures thereon;
- 6) Exterior fascia, pylon and other signage;
- 7) All exterior industrial, commercial and institutional building, site and sign illumination shall be "dark sky friendly" and certified as shown by a qualified illumination professional;
- 8) Retaining walls, fences, hedges, trees, shrubs, or other ground cover or facilities for the landscaping of the lands or the protection of the adjoining lands (e.g., planting and landscape strips, etc.);
- 9) Vaults, central storage and collection areas and other facilities and enclosures for the storage of garbage, recycling, waste and snow as applicable;
- 10) Grading or alteration in elevation or contour of the land and provisions for the disposal of storm, surface and waste water from the land and from any buildings or structures thereon;
- 11) Road widening and/or easements required by the municipality;
- 12) A zoning information chart providing information as to how applicable requirements of the zoning by-law are to be satisfied (e.g., parking, building floor area, landscaped area, yard requirements, lot coverage, number of units, etc.).

b) Landscape Plan

As part of the site plan, or separately, landscape plan details are also required. Location, types and sizes of all plants should be indicated and areas to be sodded, seeded, retained in a natural state, etc. should be clearly delineated. Any fencing and/or retaining walls shall also be shown. A landscape architect may be required to prepare this plan for commercial site plan applications, as determined by Planning Staff.

c) Elevation Plans

Dimension drawings illustrating the design of all sides of the development.

d) Site Servicing, Grading and Drainage Plans

As part of the Site Plan review, site servicing, grading and drainage plans may be required. Requirements for this approval may include provision of a storm water management report and/or appropriate storm water attenuation measures. A qualified professional Engineer is required to prepare this report.

Approval of these plans will occur concurrently with the site plan. The following information must be submitted to the Township for review and approval and may be included on the Site Plan or a separate plan:

- 1) Storm water Management facilities, such as catch basins, storm sewers, roof top detention and parking lot detention. On some sites, a detailed Storm water Management Report (minimum **four (4)** copies) must also be submitted;
- 2) Private well (if applicable);
- 3) Sanitary sewers and service connections, including existing services or abutting streets (if applicable);
- 4) Private sewage disposal system (if applicable);
- 5) Water mains, service connections and hydrants, including existing services or abutting streets (if applicable)
- 6) If the project abuts a Provincial Highway, the applicant shall contact the Ministry of Transportation to determine whether any additional setbacks, road widening, or permits, etc. will be necessary, and the Township shall be informed that any such requirements have been satisfied; and
- 7) If the project abuts a District Road, the applicant shall contact the District Municipality of Muskoka to determine whether any additional setbacks, road widening or permits, etc. will be necessary and the Township shall be informed that any such requirements have been satisfied.

AFFIDAVIT OR SWORN DECLARATION FOR THE PRESCRIBED INFORMATION

I/We _____ solemnly declare that all the statements contained in this application and in all statements contained in all exhibits transmitted herewith are true and I/We make this solemn declaration conscientiously believe 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. I further agree for the purposes of the Municipal Freedom of Information and Protection of Privacy Act, to authorize and consent to the use by of the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

DECLARED before me at _____,)
 _____)
 (City/Town))
 in the District/County of _____, this _____ day)
 of _____, 20____.)
 _____)

 Signature of Applicant, Solicitor, or
 Authorized Agent

 A Commissioner, etc.
 place stamp here:

AUTHORIZATIONS

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be attached or the authorization set out below must be completed by the owner.

Consent of Owner

I, _____ am the owner of the land that is the subject of this application and, for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

DECLARED before me at _____,)
 _____)
 (City/Town))
 in the District/County of _____, this _____ day)
 of _____, 20____.)
 _____)

 Signature of Owner

 A Commissioner, etc.
 place stamp here:

Authorization of Owner for Agent to make the application

I, _____ am the owner of the land that is the subject of this application and I authorize _____ to make application on my behalf.

 Date

 Signature of Owner

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

Authorization of Owner for Agent to Provide Personal Information

I, _____ am the owner of the land that is the subject of this application, and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize _____ as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

 Date

 Signature of Owner

**PERMISSION TO ENTER
IN RELATION TO
PLANNING APPLICATION**

Date: _____

The Township of Lake of Bays
Planning Department
1012 Dwight Beach Rd.
Dwight, ON P0A 1H0

RE: Site Plan Application to Council

Location of Land: _____
(Municipal address or legal description)

I hereby authorize the members of the Township of Lake of Bays Council, members of staff of the Township of Lake of Bays and designated consultants to enter onto the above-noted property for the limited purposes of evaluating the merits of this application over the time this application is under consideration by the Township.

Signature of owner or authorized agent

Please print name