



The Corporation of the Town of Bracebridge
Development Services Department
1000 Taylor Court, Bracebridge, ON P1L 1R6
Ph. 705 645 5264 Fax 705 645 4209

APPLICATION FOR SITE PLAN APPROVAL

The undersigned hereby applies to the Council for the Town of Bracebridge under Section 41 of the *Planning Act*, R.S.O., c.P.13, for approval as described in this application.

OFFICE USE ONLY

Date Received: _____	Complete Application: _____
Date Accepted: _____	Required Fee: _____
Application Number: _____	One (1) original application: _____
Roll No: _____	Eleven (11) copies of original sketch (site plan): _____
Receipt No: _____	Two (2) copies of Servicing Plan, Landscape Plan, Building Elevations, Grading & Drainage Plan, SWM Plan: _____
Copy of Deed: _____	
One (1) copy of Survey Plan (if available): _____	

Application fees are established as follows:

Multi-residential	
up to 9 units	\$900.00 plus \$300.00 Public Works Fee
9 to 19 units	\$1,200.00 plus \$400.00 Public Works Fee
20 or more units	\$1,500.00 plus \$500.00 Public Works Fee
Amendment	50% of fee
Non-Residential	
up to 600 m ² (6,458 ft ²)	\$900.00 plus \$300.00 Public Works Fee
600 m ² (6,458 ft ²) to 2,500 m ² (26,910 ft ²)	\$1,200.00 plus \$400.00 Public Works Fee
over 2,500 m ² (26,910 ft ²)	\$1,500.00 plus \$500.00 Public Works Fee
Amendment	50% of fee

PRIOR TO SUBMITTED APPLICATION PLEASE READ ENTIRE SITE PLAN APPLICATIONS GUIDELINE BOOK

PLEASE READ ENTIRE APPLICATION CAREFULLY & COMPLETE FULLY

It is the policy of the Town of Bracebridge that any costs incurred in connection with this application, including an Ontario Municipal Board (OMB) Hearing, shall be borne by the applicant and his or her signature on this document acknowledges his or her responsibility for any costs incurred on his or her behalf. These costs include, but are not limited to, survey, legal engineering, planning, other consulting fees, and all other such costs, direct or indirect, relating to the application and OMB Hearing. Any cost incurred over and above the amount of the application fee shall be charged to the applicant and the Town shall request a further reasonable deposit and no further consideration shall be given to the proposal until the deposit is made. Any unused deposit will be refunded upon finalization of the proposal.

The Owner will be required to post securities at the time an agreement is entered into for the completion of the outside works, such as grading, paving, landscaping, lighting, sidewalks, etc. either by monies on deposit, Letter of Credit or similar securities.

Prior to construction or a building permit being issued, the Site Plan Agreement must be registered on title and 100% of the securities submitted to the Town of Bracebridge.

REGISTERED OWNER _____

ADDRESS _____

TELEPHONE NUMBER (Work) _____ (Home) _____

E-MAIL ADDRESS _____ (Cell Phone) _____

AUTHORIZED AGENT (IF ANY) _____

ADDRESS _____

TELEPHONE NUMBER – (Work) _____ (Home) _____

E-MAIL ADDRESS _____ (Cell Phone) _____

PROPERTY DESCRIPTION: TWP. LOT NO. _____ CONCESSION NO. _____

WARD _____ PLAN NO. _____ PARTS OR LOTS _____

MUNICIPAL OR STREET ADDRESS _____

PRESENT USE

NUMBER OF BUILDINGS _____

USE OF PRIMARY BUILDING _____

AREA OF PRIMARY BUILDING _____ m² HEIGHT _____

GROSS FLOOR AREA OF EACH USE _____

(For all buildings other than the primary building please attach information on separate sheet)

PROPOSED USE

NUMBER OF BUILDINGS _____

USE OF PRIMARY BUILDING _____

AREA OF PRIMARY BUILDING _____ m² HEIGHT _____

GROSS FLOOR AREA OF EACH USE _____

(For all buildings other than the primary building please attach information on separate sheet)

PRESENT OFFICIAL PLAN DESIGNATION _____

PRESENT ZONE _____

BY-LAW REGULATIONS	REQUIRED	PROPOSED
Lot Area	hectares	hectares
Lot Frontage	metres	metres
Max Lot Coverage	%	%
Front Yard Setback	metres	metres
Interior Side Yards Setbacks	metres	metres
	metres	metres
Exterior Side Yard Setback	metres	metres
Rear Yard Setback	metres	metres
Setback from Center Line	metres	metres
Max. Building Height	metres	metres
Driveway – min. width	metres	metres
Parking – Location	yard (s)	yard (s)
Parking – Spaces	spaces	spaces
Parking – Size of Spaces	m(l) x m(w)	m(l) x m(w)
Planting Strip – Location	yard (s)	yard (s)
Planting Strip - Contents		
Loading – Location	yard (s)	yard (s)
Loading – Spaces	spaces	spaces

Loading – Size of Spaces	m(l) x m(w)	m(l) x m(w)
Additional Information (i.e. breakdown of parking spaces, more than two side yards, number of dwelling units, etc.)		

Please check off all required items that have been included:

- Application Completed in Full including all sections of the By-law Regulations table
- Application Fee paid in full
- Two (2) large format copies of Site Plan
- Eight (8) ledger sized copies of Site Plan
- Two (2) large format copies of Servicing Plan
- Two (2) large format copies of Landscaped Plan
- Two (2) large format copies of Grading and Drainage Plan
- Two (2) large format copies of Storm Water Management and Construction Mitigation Plan
- Two (2) large format copies of Building Elevations
- Two (2) ledger sized copies of Fire Route Site Plan
- One (1) copy of Survey Plan (sketch to scale may be acceptable)
- Copy of the Deed showing ownership and any registered rights of way (please provide the PIN Number assigned to the property by the Land Registry Office)
- One (1) signed copy of Cost Recovery Agreement

On smaller projects, information on site grading, servicing and landscape plans may be combined on a single drawing. Plans not fully completed may be returned to the Applicant for resubmission.

The title block shall contain name of project, address of project site, drawing name and number, scale, date and any other relevant information. All printing must be clear and legible.

By signing this Application you or your agent are authorizing an employee of the Town of Bracebridge to enter upon your property to take pictures for purposes related to this Site Plan Application.

Personal information contained on this form is collected under the authority of the *Planning Act*, R.S.O., 1990, Chapter P13, as amended and will be used for the processing of this site plan application. Questions about this collection should be directed to the Secretary Treasurer, Development Services Department, 1000 Taylor Court, Bracebridge, Ontario, P1L 1R6, Telephone (705) 645-5264.

AFFIDAVIT

I, _____ of the _____ of _____
in the _____ of _____ solemnly declare that:

All of the above statements are true, and I make this declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me at the _____ of _____)
in the _____ of _____)
this _____ day of _____)
20__.

Signature of Owner or Authorized Agent

A Commissioner, etc.

If signed by an agent, written authorization of the Owner must accompany application.

AUTHORIZATION OF OWNER(S) FOR AGENT OR SOLICITOR TO MAKE THIS APPLICATION: (if applicable)

I/We, _____, am/are the registered owner(s) of the land that is the subject of this application for site plan approval and I/we hereby authorize _____ to make this application on my/our behalf.

Date

Signature of Registered Owner

Signature of Registered Owner