



## SITE PLAN CONTROL APPLICATION FORM

<b>FOR OFFICE USE ONLY</b>
<b>Date the Application is Received by the Municipality:</b>
<b>Date the Application is Deemed to be Complete by the Municipality:</b>

**IF YOU ARE UNABLE TO ANSWER ANY OF THESE QUESTIONS, PLEASE CONTACT THE MUNICIPAL PLANNER FOR ASSISTANCE.**

1. Registered Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone: Home (\_\_\_\_) \_\_\_\_\_ Work (\_\_\_\_) \_\_\_\_\_

Cell (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

2. Applicant/Agent Name: \_\_\_\_\_  
(If different than Owner) \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone: Home (\_\_\_\_) \_\_\_\_\_ Work (\_\_\_\_) \_\_\_\_\_

Cell (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

3. Send Correspondence To? Owner [  ] Applicant/Agent [  ]

4. Name and address of any mortgages, holders of charges or other encumbrances of the subject lands:  
\_\_\_\_\_

5. Legal Description of Property:

Ward (Former Municipality) \_\_\_\_\_

Lot(s) \_\_\_\_\_ Concession \_\_\_\_\_

Lot(s) \_\_\_\_\_ Registered Plan \_\_\_\_\_

Part(s) \_\_\_\_\_ Reference Plan \_\_\_\_\_

Street Address \_\_\_\_\_ Roll # \_\_\_\_\_

PIN Address \_\_\_\_\_ Survey Attached Yes [  ] No [  ]

6. Are there any easements or restrictive covenants affecting the subject property?

Yes [  ] No [  ]

7. If yes, please describe the easement or covenant:  
\_\_\_\_\_

8. Does the Site Plan Affect: Entire Property [  ] or Portion of Property [  ]

9. Dimensions of lands affected:

Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

Area: \_\_\_\_\_

Width of Street: \_\_\_\_\_

10. Official Plan designation of the subject property:

\_\_\_\_\_

11. Zoning By-Law designation of the subject property:

\_\_\_\_\_

12. Other applications submitted with this application:

Official Plan Amendment [ ]      Zoning By-law Amendment [ ]      Minor Variance [ ]  
Consent [ ]      Plan of Subdivision [ ]

13. Explanation of proposed development:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Has the subject lands ever been the subject of an application for an official plan amendment, zoning amendment, minor variance or site plan control?

Yes [ ] (*please provide details below*)      No [ ]

\_\_\_\_\_

15. Existing use of subject property and length of time this use has continued on the subject property (please provide length of time that the existing use has continued):

\_\_\_\_\_

16. Proposed uses of subject property:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. Existing use and Zoning of the abutting properties (including properties on opposite side of road allowance):

\_\_\_\_\_  
\_\_\_\_\_

18. Site Plan Details:

	<u>Existing</u>	<u>Proposed</u>
a) Number of Dwelling Units	_____	_____
b) Number of Commercial or Industrial Units	_____	_____
c) Number of Accessory Buildings	_____	_____
d) Gross Floor Area devoted to	_____	_____

- commercial \_\_\_\_\_
- industrial \_\_\_\_\_
- residential \_\_\_\_\_
- other \_\_\_\_\_
- e) Per Cent Lot Coverage
  - main building \_\_\_\_\_
  - accessory building(s) \_\_\_\_\_
- f) Per Cent Landscaped Area \_\_\_\_\_
- g) Building Height
  - main building \_\_\_\_\_
  - accessory building(s) \_\_\_\_\_
- h) Number of Parking Spaces \_\_\_\_\_
- i) Number of Loading Spaces \_\_\_\_\_

19. Type of access to the lands and name of road:

Provincial Highway \_\_\_\_\_ County Road \_\_\_\_\_  
 Year Round Municipal Road \_\_\_\_\_ Seasonal Municipal Road \_\_\_\_\_  
 Unopened Road Allowance \_\_\_\_\_ Private Right-of-Way \_\_\_\_\_  
 Other, please specify \_\_\_\_\_

20. If proposed access is by water, what boat docking and parking facilities are available on the mainland? Services Currently Available, or to be Available:

	<u>Municipal Water</u>	<u>Communal Water</u>	<u>Private Water</u>	<u>Municipal Sewers</u>	<u>Communal Sewers</u>	<u>Private Septic</u>
Existing	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
Proposed	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]

21. Are Stormwater Sewers Present? Yes [ ] No [ ] Proposed [ ]

22. Are there any of the following uses or features on the subject lands or within 500 metres of the subject property? (Please select all that apply)

Use or Feature	On Subject Land?	Within 500 m of Subject Land? (Give Approximate Distance)
An agriculturally designated area		
A livestock facility (i.e. barn) or manure storage facility		
A landfill site (active or closed)		
A sewage treatment plant/lagoon		
An industrial use		
A licensed pit or quarry or an area designated for aggregate extraction		
A mining hazard		
An active railway line		
A flood plain or other natural hazard		
A natural gas or oil pipeline		

A hydro easement		
A contaminated site		
A well head protection zone		
A provincially significant wetland		
An area of natural and scientific interest (ANSI)		
Fish/Wildlife Habitat		
A designated heritage building/site		

**QUESTION #23 MUST BE COMPLETED IN THE PRESENCE OF THE "COMMISSIONER". THE CLERK OF THE MUNICIPALITY IS AN AUTHORIZED COMMISSIONER.**

23. I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_, in the \_\_\_\_\_ of \_\_\_\_\_, hereby solemnly declare that the information contained in this application are on the attached plan and any associated information submitted with this application are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application.

DECLARED BEFORE ME AT THE \_\_\_\_\_ OF \_\_\_\_\_ IN THE \_\_\_\_\_ OF \_\_\_\_\_, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 202 .

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Agent or Applicant

\_\_\_\_\_  
A COMMISSIONER, ETC.

**FREEDOM OF INFORMATION/ACCESS TO PROPERTY  
CONSENT OF OWNER**

I, \_\_\_\_\_, being the registered owner of the lands subject of this application for site plan and, for the purposes of the Freedom of Information and Protection of Privacy Act, I hereby 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. I also authorize and consent to representatives of the Municipality of Mississippi Mills and the persons and public bodies conferred with under Section 41 (8) of the Planning Act entering upon the lands subject of this application for the purpose of conducting any site inspections as may be necessary to assist in the evaluation of this application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature

**APPLICANT/AGENT AUTHORIZATION FORM**

The Corporation of the Municipality Mississippi Mills  
In the Matter of Application for Site Plan  
Authorization under Ontario Regulation 406/83  
{Subsection 2(3)}

I, \_\_\_\_\_ being the ( ) registered owner(s), ( ) executor/executrix, ( ) signing corporate officer(s) of the lands for which this application is to be made, hereby authorize and direct \_\_\_\_\_ to act as my agent and on my behalf to apply to the Corporation of the Municipality of Mississippi Mills for a site plan on the lands herein described.

Ward (Former Municipality) _____	_____
Lot(s) _____	Concession _____
Lot(s) _____	Registered Plan _____
Part(s) _____	Reference Plan _____
Street Address _____	Roll # _____
PIN Address _____	_____

SIGNED, SEALED AND DELIVERED  
in the presence of

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

SEAL