



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

(Revised October 27, 2016)

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 West 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 West 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
2. Ausable Bayfield Source Protection Plan sourcewaterinfo.on.ca
3. Thames-Sydenham and Region Source Protection Plan sourceprotection.on.ca
4. Grand River Source Protection Area sourcewater.ca

Application Checklist:

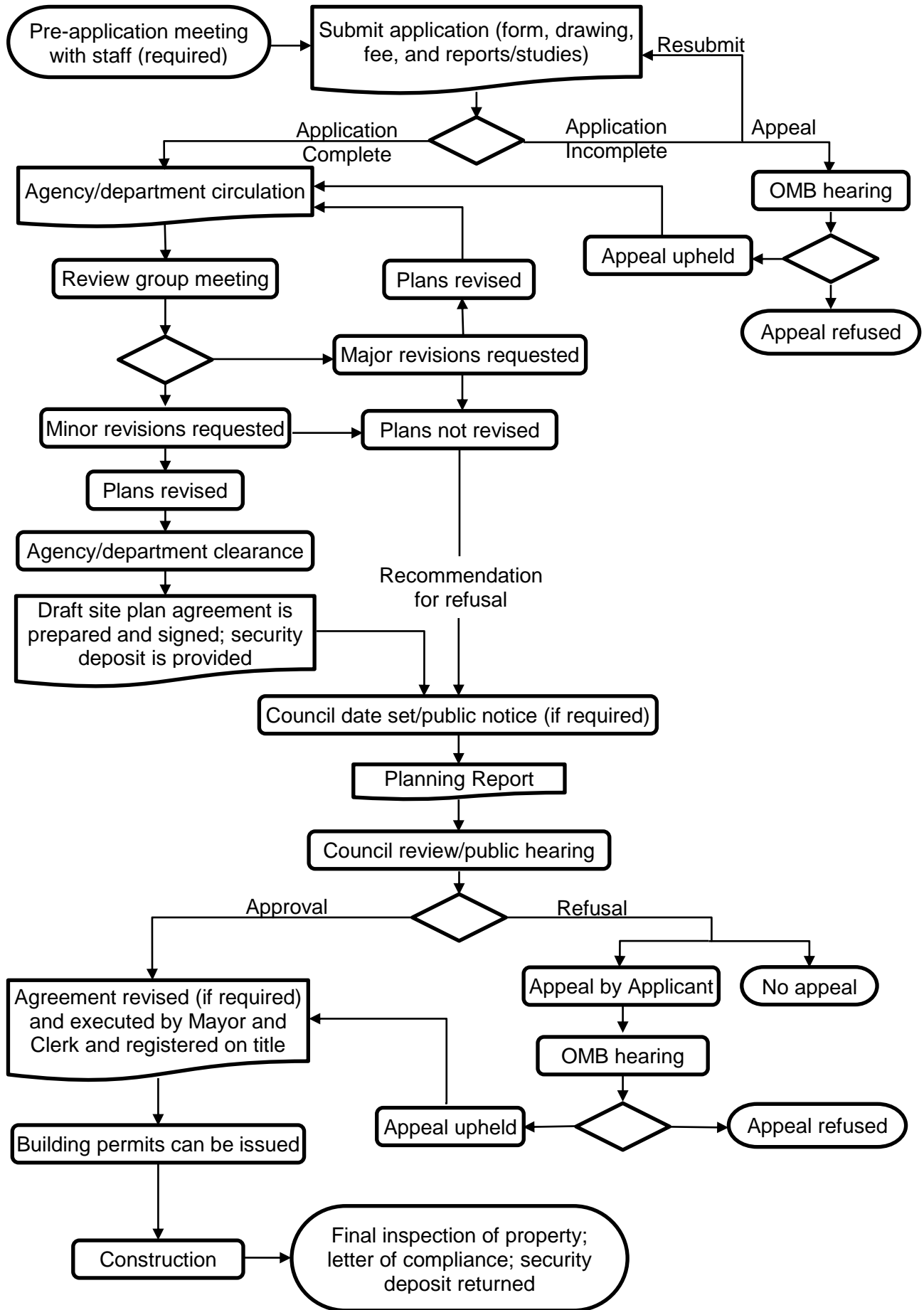
- One Copy of Completed Application Form
- Application drawing (See Section 5.0)
- Application fee, payable to the Municipality of West Perth

For Help:

To help you complete the application form, please call the West Perth Building Department at (519) 348-8429 Ext. 230. You can also contact the County of Perth Planning and Development Department at (519) 271-0531 (ext. 415) and ask for the Planner that handles your municipality.

Mapping information for your property is available at maps.perthcounty.ca/Public
The County Official Plan can be found at www.perthcounty.ca
West Perth planning documents can be found at westperth.com

Site Plan Approval Process Flow Chart



FOR OFFICE USE ONLY	
Roll:	Date rec'd:
Fee required:	Receipt No.:
OP Designation:	Zone:

1.0 Applicant Information		
Owner(s)		
Name:		
Address:		Postal Code:
Phone:	Cell:	Email:
Applicant (complete if applicant is not the owner)		
Name:		
Address:		Postal Code:
Phone:	Cell:	Email:
Agent (if applicable)		
Name:		
Address:		Postal Code:
Phone:	Cell:	Email:
1.1 Which of the above is correspondence to be sent to? (check one)		
Owner <input type="checkbox"/>	Applicant <input type="checkbox"/>	Agent <input type="checkbox"/>

2.0 Location of the Subject Land	
Street Address:	Ward:
Legal Description:	

3.0 Names and addresses of any mortgagees, or holders of other encumbrances:

4.0 Total Building Floor Area	
Existing:	Proposed:

5.0 Application Drawing(s)
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

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