



TOWN OF LAKESHORE

APPLICATION FOR SITE PLAN AGREEMENT

DATE: _____

FULL & LEGAL NAME OF REGISTERED OWNER:

ADDRESS: _____

PHONE: _____ **FAX:** _____

ADDRESS OF SUBJECT PROPERTY: _____

LEGAL DESCRIPTION: _____

ROLL # _____

I _____ on behalf of _____

hereby request the Town of Lakeshore to prepare a Site Plan Agreement for the development of land municipally known as _____

(Address)

_____.

(Roll No.)

I understand that the site plan agreement application deposit is \$1,000.00 (of which \$500.00 is a non-refundable administration fee) and will be paid with the submission of this application.

(Note: The municipality reserves the right to request additional deposits/ monies for expenses (i.e. engineering, legal, planning, traffic review, etc.) incurred by the municipality in reviewing your application.)

Signature

**MUNICIPAL FREEDOM OF INFORMATION
AND PROTECTION OF PRIVACY ACT**

PLEASE NOTE that the *Planning Act* requires the Town of Lakeshore to ensure that adequate information is made available to the public in connection with each land development application. The information collected with this application will be used by the Town to evaluate the application and to create a record that is available to the general public. If you have any questions about this collection of information, you may contact the Clerk of the Town of Lakeshore, 419 Notre Dame Street, Belle River, Ontario N0R 1A0 (519) 728-2700

**CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF INFORMATION
AND SUPPORTING DOCUMENTATION**

I, _____, am the owner of the land that is the subject of this planning application and for the purposes of the Freedom of Information and Privacy Act I authorize and consent to the use by dissemination or the disclosure to any person or public body of any personal information, and any reports/studies and supporting documentation submitted in support of this application, that are collected under the authority of the Planning Act for the purposes of processing this application.

Date

Signature of Owner

FOR ADMINISTRATION

Date Application Received: _____

Application Fee Received Yes / No

File # _____SPC-_____

SITE PLAN AGREEMENTS

Persons proposing to develop property in the Town of Lakeshore may be required to enter into a Site Plan Agreement with the municipality. Our Planning Review Committee meets each Tuesday morning at the Town's office located at 419 Notre Dame Street in Belle River.

Applicants wishing to appear before the Planning Committee must contact Maureen Lesperance at (519) 728-2700 extension 286 to schedule an appointment.

Applicants are required to bring to the Committee 3 large drawings suitable to the Chief Building Official and 1 legal size site plan detailing their proposed development. The site plan should include the following details.

- location and size of all buildings
- location, size and number of parking spaces (10' x 20' required)
- landscaped areas
- outside storage areas
- outside lighting details
- fencing
- finished floor elevations
- lot elevations indicating drainage patterns and elevations of abutting lots
- details of storm sewer and sanitary sewer systems
- location and size of waterlines and fire hydrants

AS CONSTRUCTED SITE SERVICING DRAWINGS

The municipality at its sole discretion may require ‘**AS CONSTRUCTED**’ site servicing drawings for site development in the Town of Lakeshore. This requirement will be determined by the Planning Review Committee on a site by site basis:

These drawings must indicate the ‘as constructed’ location of:

- Storm and sanitary manholes
- Catch basins
- Storm and sanitary sewer lines
- Waterlines including backflow prevention devices
- Water valves
- Pit meter chambers indicating location and detail of water meter and related plumbing
- Location of municipal connections
- All elevations and grades complete with plan and profile of services.

The indemnity refund associated with this project will not be refunded until satisfactory ‘as constructed’ drawings are provided to the municipality.