



Town of Erin Site Plan Approval Application Form

Please contact Sally Stull to arrange a Pre-consultation Meeting at sally.stull@erin.ca or 519 855-4407 x 240

Pre-consultation Meeting Date: _____ Staff Member: _____

Legal Description Address: _____

Roll No: 2316-0000 - _____ - _____ - _____

(this becomes your site plan application file no. for all submission material).

OWNER: Name: _____
Telephone: _____
Email address: _____
Mailing address: _____

AGENT: Name: _____
(if applicable) Telephone: _____
Email address: _____
Mailing address: _____

DETAILS OF PROPOSAL: What is being developed? (and/or demolished?)

OFFICIAL PLAN DESIGNATION: _____

ZONING: _____
(staff to confirm conformity)

Special Provisions or CAV decisions which apply? _____

HERITAGE INVENTORY: Are there any existing buildings on site, which you intend to demolish? _____
(the buildings on your property may be listed on the Town of Erin Heritage Inventory, please confirm with staff).

SITE STATISTICS:

| | |
|------------------------------------|--|
| Lot Area: | |
| Area of Building; Footprint | |
| Area of Septic bed & field: | |
| Easements/encumbrances on the lot? | |
| Gross Floor Area: | |
| Area of paved driveway & parking | |
| Parking spaces required | |
| Parking spaces provided | |
| Other | |

APPLICABLE FEES:

Site Plan Application fee - \$2,000.00
 Site Plan deposit - \$5,000.00

* Exception: Minor Revision /Extension - reduced fee of \$500.00 may be approved by Council in the following circumstances;

- previous approval lapsed without significant change to project
- previous approval included expansion, no significant change to project
- minimal change to the existing floor plan or parking area (less than 100m² building area or 1000m² of parking/driveway area

DRAWINGS AND REPORTS as determined by Town staff at the Pre-consultation Meeting.

Please submit **6 copies + an electronic copy** forwarded to sally.stull@erin.ca

| Req'd | DRAWINGS | Details |
|-------|--|---------|
| ✓ | Survey topography and/or legal | |
| ✓ | Deed | |
| ✓ | Site Plan | |
| ✓ | Grading Plan | |
| ✓ | Landscape Plan (including existing trees) | |
| ✓ | Building Elevations & Floor Plans | |
| ✓ | Worksheet of Site Work Costs (blank attached) | |
| | Existing Site Plans and agreements registered on title | |
| | Other | |
| | | |
| | REPORTS | |
| | Traffic Report | |
| | Stormwater Management Study | |
| | Site Specific/Other Requirements | |
| | Photometric Plan, (if outside lighting prov'd) | |
| | Other | |
| | | |
| | | |

*other information requirements may include but not limited to; architectural heritage assessment, truck turning plan, pedestrian network plan, noise report, shadow study, construction storage and parking plan, environmental assessment report, environmental impact report, functional Service Report

PROPERTY OWNER AUTHORIZATION:

I hereby apply for Site Plan approval under Section 41 of the Planning Act 2001, as amended. I am aware that all information I submit is available to the public under the authority of the Planning Act as a development application.

 Owner of the Property,
 (OR I have the authority to bind the Corporation)

| WORKSHEET of ESTIMATED COSTS of SERVICES/ WORKS | | | | | Estimated Cost Totals |
|--|---|-----------------|-----------------------|-------------|--------------------------------------|
| For: _____ | | | | | |
| No. | Description of Work | Quantity | Unit Price | Cost | |
| 1. On-site works to be constructed: | | | | | |
| a | Lot grading and surface drainage | | \$ | \$ | |
| b | Lighting | | | \$ | |
| c | Finish grading | | \$ | \$ | |
| d | Sodding | | \$ | \$ | |
| e | Concrete Walks | | \$ | \$ | |
| f | Temporary fencing | | \$ | \$ | |
| g | Installation of construction access | | \$ | \$ | |
| h | Underground water service pipe | | | \$ | |
| i | Roof water drainage | | | \$ | |
| j | Storm sewer and outlet | | | \$ | |
| k | Curbed and asphalted parking and loading area as follows: | | | | |
| l | Granular 'B' (or Pit Run) | | \$ | \$ | |
| m | Granular 'A' | | \$ | \$ | |
| n | Light duty asphalt | | \$ | \$ | |
| o | Private on-site sewage disposal | | | \$ | |
| Subtotal | | | | | |
| 2. Other site work: | | | | | |
| a | Curbed & paved entrances | | | | |
| b | Ditching and sodding of ditch | | | | |
| c | Connection to water main | | | | |
| Subtotal | | | | | |
| 3. Utility work: | | | | | |
| a | Electrical as approved by Hydro One | | | | |
| b | Telephone Service | | | | |
| c | Natural gas | | | | |
| Subtotal | | | | | |
| 4. Professional fees: | | | | | |
| a | Consultant fees for site work | | | \$ | |
| b | Testing company fees | | | \$ | |
| Subtotal | | | | | |
| TOTAL ESTIMATED COST OF WORKS | | | | | |
| 125% OF TOTAL ESTIMATED COSTS OF WORKS | | | | | |