



SITE PLAN APPLICATION FORM

For Office Use Only :

FILE NUMBER: _____ DATE ACCEPTED: _____

RELATED FILES: _____

THE UNDERSIGNED HEREBY REQUESTS THE CITY OF WOODSTOCK TO CONSIDER A SITE PLAN CONTROL APPLICATION PURSUANT TO SECTION 41, PLANNING ACT, R.S.O. 1990, AS AMENDED, ON THE LANDS HEREINAFTER DESCRIBED.

ALL OF THE REQUESTED INFORMATION, LISTED BELOW, MUST BE PROVIDED IN ORDER THAT A COMPLETE APPLICATION CAN BE REVIEWED.

PART 1 - GENERAL INFORMATION

1.1 REGISTERED OWNER:

SITE PLAN APPLICATIONS REQUIRE AN AGREEMENT BETWEEN THE OWNER OF THE LAND(S) AND THE CITY OF WOODSTOCK. YOU MUST ACCURATELY IDENTIFY THE LEGAL PROPERTY OWNER AS DESCRIBED ON TITLE TO THE LANDS AFFECTED BY THIS PROPOSAL.

NAME: _____ PHONE: RESIDENCE: _____

IF COMPANY, IDENTIFY PRINCIPAL(S) _____

ADDRESS: _____ BUSINESS: _____

_____ FAX: _____

POSTAL CODE: _____ E-MAIL: _____

1.2 APPLICANT/AGENT (IF OTHER THAN REGISTERED OWNER):

NAME: _____ PHONE: RESIDENCE: _____

IF COMPANY, IDENTIFY PRINCIPAL(S) _____

ADDRESS: _____ BUSINESS: _____

_____ FAX: _____

POSTAL CODE: _____ E-MAIL: _____

ALL COMMUNICATIONS WILL BE SENT TO THOSE LISTED ABOVE. **IF YOU DO NOT WISH CORRESPONDENCE TO BE SENT TO THE**

OWNER APPLICANT/AGENT

PLEASE SPECIFY BY CHECKING THE APPROPRIATE BOX.

NOTE: IF THIS APPLICATION IS SIGNED BY AN APPLICANT/AGENT ON BEHALF OF AN OWNER, THE OWNER'S WRITTEN AUTHORIZATION MUST ACCOMPANY THE APPLICATION (SEE PAGE 5). IF THE APPLICATION IS A CORPORATION ACTING WITHOUT AN AGENT, THE APPLICATION MUST BE SIGNED BY AN OFFICER OF THE CORPORATION AND CORPORATION'S SEAL (IF ANY) MUST BE AFFIXED.

1.3 LOCATION OF SUBJECT SITE: LEGAL DESCRIPTION

LOT(S) No. _____	REGISTERED PLAN NO. _____	AND/OR
LOT / BLOCK No. _____	REFERENCE PLAN NO. _____	AND/OR
LOT(S) _____	CONCESSION _____	AND/OR
	FORMER TOWNSHIP _____	

MUNICIPAL / STREET ADDRESS (IF ANY) _____



1.4 ARE THERE ANY EASEMENTS, RIGHTS-OF-WAY, OR RESTRICTIVE COVENANTS THAT AFFECT THE SUBJECT LANDS?

YES NO

IF YES, DESCRIBE THE PURPOSE/EFFECT AND IDENTIFY THE NAME AND ADDRESS OF THE PERSON/GROUP/COMPANY WHO BENEFIT FROM THE EASEMENT, RIGHT-OF-WAY OR COVENANT:

1.5 HAVE THERE BEEN ANY PREVIOUS SITE PLAN OR DEVELOPMENT AGREEMENTS REGISTERED AGAINST THESE LANDS?

YES NO

IF YES, DESCRIBE THE YEAR, FILE NUMBER (IF KNOWN) AND PARTICULARS:

PART 2 – LAND USE INFORMATION

2.1 PRESENT USE(S) OF SUBJECT SITE: INDICATE IF VACANT YES NO

2.2 NATURE OF PROPOSED DEVELOPMENT OR USE:

- COMMERCIAL INDUSTRIAL RESIDENTIAL
- OFFICE INSTITUTIONAL OTHER (PLEASE SPECIFY BELOW)

Use(s) _____

2.3 DOES THE PROPOSED DEVELOPMENT INCLUDE THE DEMOLITION OF EXISTING BUILDINGS OR PARTS OF BUILDINGS?

YES NO

2.4 IS THE PROPOSAL AN ADDITION TO AN EXISTING BUILDING? YES NO

2.5 ARE ANY OF THE BUILDINGS DESIGNATED AS BEING HISTORICAL AND/OR HISTORICALLY SIGNIFICANT?

YES NO

2.6 ZONING BY-LAW APPLICABLE ZONE(S) _____
[FOR EXAMPLE – SPECIAL HIGHWAY COMMERCIAL (C4-12)]

PART 3 – PREVIOUS USES

3.1 HAS THERE BEEN AN INDUSTRIAL OR COMMERCIAL USE ON THE SUBJECT LAND OR ADJACENT LANDS?

YES NO UNKNOWN

3.2 HAS THE GRADING OF THE SUBJECT LAND BEEN CHANGED BY ADDING EARTH OR OTHER MATERIAL?

YES NO UNKNOWN

3.3 HAS A GAS STATION BEEN LOCATED ON THE SUBJECT LAND OR LAND ADJACENT TO THE SUBJECT LAND AT ANY TIME?

YES NO UNKNOWN

3.4 HAS THERE BEEN PETROLEUM OR OTHER FUEL STORED ON THE SUBJECT LAND OR LAND ADJACENT TO THE SUBJECT LAND?

YES NO UNKNOWN



3.5 IS THERE REASON TO BELIEVE THE SUBJECT LAND MAY HAVE BEEN CONTAMINATED BY FORMER USES ON THE SITE OR ADJACENT SITES?

YES No UNKNOWN

3.6 HAS THE LAND EVER BEEN SUBJECT OF AN ENVIRONMENTAL ORDER SUCH AS A CONTROL, STOP, PREVENTATIVE, CLEAN-UP OR PROHIBITION ORDER?

YES No UNKNOWN

3.7 HAVE YOU EVER BEEN ADVISED FORMALLY , OR INFORMALLY, BY THE MINISTRY OF ENVIRONMENT AND ENERGY OR ANOTHER SOURCE THAT THE PROPERTY IS OR MAY BE CONTAMINATED?

YES No UNKNOWN

NOTE: IF YES HAS BEEN ANSWERED TO ANY OF THE ABOVE QUESTIONS, A PREVIOUS USE INVENTORY IS NEEDED, SHOWING ALL FORMER USES OF THE SUBJECT LAND, OR IF APPROPRIATE, THE ADJACENT LAND.

REPORT ATTACHED: YES No

3.8 WHAT INFORMATION DID YOU USE TO DETERMINE THE ANSWERS TO THE ABOVE QUESTIONS?

PART 4 – SITE DEVELOPMENT DATA

NOTE: THE FOLLOWING INFORMATION IS REQUIRED TO FACILITATE THE PLAN REVIEW. CONSULT WITH THE CITY ENGINEERING DEPARTMENT, OR CITY PLANNER, IF NECESSARY.

4.1 ZONE REGULATIONS (PLEASE SPECIFY WHETHER DIMENSIONS ARE IMPERIAL OR METRIC).

ZONE: _____

ZONE REGULATION	REQUIRED	PROPOSED
FRONTAGE (MINIMUM)		
AREA (MINIMUM)		
DEPTH (MINIMUM)		
COVERAGE (%) - MAXIMUM		
FRONT YARD SETBACK (MINIMUM)		
REAR YARD SETBACK (MINIMUM)		
INTERIOR SIDE YARD SETBACK (MIN.)		
EXTERIOR SIDE YARD SETBACK (MIN.)		
ARTERIAL ROAD SETBACK (MIN.) - FRONT YARD - EXTERIOR SIDE YARD		
LANDSCAPED OPEN SPACE (%)		
BUILDING HEIGHT (MAX.)		



ZONE REGULATION	REQUIRED	PROPOSED
GROSS FLOOR AREA (MAX.)		
PARKING ON-SITE SPACES LOADING SPACE(S)		
OTHER _____ _____		

4.2 ADDITIONAL INFORMATION – THE FOLLOWING SUBSECTIONS MUST BE COMPLETED FOR EACH SPECIFIC USE.

(A) MULTI-FAMILY RESIDENTIAL USES

- DWELLING UNIT INFORMATION:

TYPE	NUMBER	FLOOR AREA (M2 / FT2)
BACHELOR		
ONE BEDROOM		
TWO BEDROOM		
THREE BEDROOM		

- OTHER FACILITIES PROVIDED (PLAY AREA/FACILITIES, UNDERGROUND PARKING, SWIMMING POOL, ETC.)

(B) COMMERCIAL & INDUSTRIAL USES [IF RESIDENTIAL USE IS ALSO PROPOSED, COMPLETE PART A) ABOVE].

- SEATING CAPACITY (FOR RESTAURANTS, ASSEMBLY HALLS, ETC.) _____
- OPEN STORAGE PROPOSED / REQUIRED? YES NO

(C) INSTITUTIONAL USES

- IF USE CONTAINS A RESIDENTIAL COMPONENT, NUMBER OF BEDS PROPOSED _____

(D) OTHER USES – PLEASE PROVIDE DETAIL BELOW:

DATED THIS _____ DAY OF _____, 20____.
(MONTH) (YEAR)

(APPLICANT SIGNATURE)



PART 5 – AUTHORIZATION / DECLARATION

AUTHORIZATION OF OWNER(S) FOR APPLICANT/AGENT TO MAKE THE APPLICATION

I/WE, _____ , AM/ARE THE OWNER(S) OF THE LAND THAT IS THE SUBJECT OF THIS APPLICATION FOR SITE PLAN AND I/WE AUTHORIZE _____ , TO MAKE THIS APPLICATION ON MY/OUR BEHALF.

DATE _____

SIGNATURE OF OWNER(S) _____

THIS SECTION TO BE COMPLETED IN THE PRESENCE OF A COMMISSIONER FOR TAKING AFFIDAVITS

I/WE _____ OF THE _____

OF _____ IN THE _____ OF _____ ,

DO SOLEMNLY DECLARE THAT:

ALL OF THE STATEMENTS CONTAINED IN THIS APPLICATION FOR SITE PLAN CONTROL ARE TRUE AND I MAKE THIS SOLEMN DECLARATION CONSCIENTIOUSLY BELIEVING IT TO BE TRUE AND KNOWING THAT IT IS OF THE SAME FORCE AND EFFECT AS IF MADE UNDER OATH AND BY VIRTUE OF THE CANADA EVIDENCE ACT.

DECLARED BEFORE ME AT THE _____

OF _____ IN THE

_____ OF _____

THIS _____ DAY OF _____ 20_____

OWNER/APPLICANT

A COMMISSIONER FOR TAKING AFFIDAVITS