



Hamilton

Planning and Economic Development
City Hall, 5th Floor
71 Main St. W., Hamilton ON L8P 4Y5
Phone: (905) 546-2424 ext. 1355
Email: planningapps@hamilton.ca

APPLICATION FOR SITE PLAN APPROVAL
Under Section 41 of the Planning Act

This Application is for (select one):

Site Plan Application (Full)

- Urban or Non-Farm based Rural – DA
Farm based Rural – DAR

Amendment to Approved Site Plan

- Urban or Non-Farm based Rural – SPA
Farm based Rural – SPAR

FORMAL CONSULTATION is required prior to submitting an application, unless waived.

Formal Consultation has been completed.
File Number: FC- Document Dated:

This Proposal has been waived from Formal Consultation.
The Formal Consultation Waiver letter dated is attached.

The required studies, plans and/or reports as outlined in the Formal Consultation Document or Waiver letter have been submitted.

1. APPLICANT INFORMATION

* If a numbered company, provide name and address of principal Owner(s).

Table with 3 columns: NAME, ADDRESS, CONTACT INFORMATION. Rows for Registered Owner*, Applicant (if different from Owner), and Agent.

All correspondence should be sent to (check one):

- Owner Applicant Agent

2. APPLICANT’S INTEREST (Registered Owner consent and authorization must accompany this application.)

The Applicant is: Prospective Owner Lessee

The Prospective Owner is under Agreement of Purchase and Sale dated: _____

3. PROPERY INFORMATION (A Survey Plan must accompany this application)

3.1 Legal Description of the subject lands.

Municipal Address			
Former Municipality			
Lot		Concession	
Registered Plan Number		Lot(s) / Block(s)	
Reference Plan Number(s)		Part(s)	

3.2 Property details.

Frontage (metres)	Depth (metres)	Area (hectares)

3.3 What is the current Zoning of the subject lands?

3.4 Is the subject land located within or adjacent to the City’s Natural Heritage System?

Yes No

3.5 Does the subject land contain features of the Natural Heritage System zoned “P5”, “P6”, “P7”, or “P8” (Conservation/Hazard Lands)?

Yes No

3.6 Are the subject lands regulated by a Conservation Authority?

Yes No

3.7 What is the current use of the subject lands (including buildings)?

3.8 Previous use of the subject lands

- Residential
 Industrial
 Commercial
 Agricultural
 Vacant
 Other(s) _____

If Industrial or Commercial, specify use:

3.9 Details of previous use

	Yes	No	Unknown
(a) Has the grading of the subject land been changed by adding earth or other material, i.e. has filling occurred?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Has a gas station been located on the subject land or adjacent lands at any time?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Has there been petroleum or other fuel stored on the subject land or adjacent lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Are there or have there ever been underground storage tanks or buried waste on the subject lands or adjacent lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been used as pesticides and/or sewage sludge was applied to the lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f) Have the lands or adjacent lands ever been used as a weapons firing range?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(g) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the fill area of an operational/non-operational landfill or dump?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(h) If there are existing or previously existing buildings, are there any building materials remaining on site that are potentially hazardous to public health (e.g., asbestos, PCB's)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(i) Is there reason to believe that the subject land may have been contaminated by former uses on the site or adjacent sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.10 What information did you use to determine the answers to 3.9(a) to (i) above?

3.11 If the previous use of the subject lands is industrial or commercial, or if Yes to any of 3.9(a) to (i), a previous use inventory showing all former uses of the subject lands, or if appropriate, the land adjacent to the subject land, is needed.

Is the previous use inventory attached?

Yes No

3.12 Has the subject land ever been the subject of a previous application under the Planning Act?

	Yes	No	Unknown	File No. (if known)
Official Plan Amendment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Zoning By-law Amendment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Draft Plan of Subdivision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Severance/Consent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Minor Variance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Site Plan Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

3.13 Additional information pertaining to the development proposal (for new or expanding Business proposals):

Number of Employee Shifts: _____ Unknown

	Full Time	Part Time	
Number of Employees			<input type="checkbox"/> Unknown
Number of Employees per Shift			<input type="checkbox"/> Unknown

4. PURPOSE OF THE APPLICATION

4.1 What is the proposed use of the subject lands (including building(s))? Provide a complete description of the proposal.

4.2 Details of Development:

SITE DATA:		
Dwelling Unit(s)	Number of units Existing	Number of units Proposed
Single Detached <input type="checkbox"/>		
Semi Detached <input type="checkbox"/>		
Townhouses <input type="checkbox"/>		
Apartments <input type="checkbox"/>		
	Required	Proposed
Net Lot Area (m ²)	m ²	m ²
Commercial Building Coverage (m ²) (max.)	m ²	m ²
Commercial Gross Floor Area (m ²) (max.)	m ²	m ²
Industrial Gross Floor Area (m ²) (max.)	m ²	m ²
Institutional Gross Floor Area (m ²) (max.)	m ²	m ²
Building Height (max.)	m	m
Number of Storeys	storeys	storeys
No. of Parking Spaces		
No. of Loading Spaces		
Landscaped Area (m ²)		
No. of Phases (if applicable)		

4.3 Are any Right-of-Way dedications required for the subject land? (all right-of-way dedications must be shown on the Site Plan)

Yes No

4.4 If the proposal is for a residential development, is it intended to become a Condominium? (This information is required in accordance with the Condominium Conversion Policy)

Yes No Not a residential development

5. AUTHORIZATIONS

One authorization (if applicable) must be completed for every owner registered on title at the time of application.

NOTE: Where owner or applicant is a corporation, full name of Corporation and name and title of signing officer to be set out.

5.1 If the applicant is not the owner of the land that is the subject of this application, the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I/we, _____, am/are the owner(s) of the land that is the subject of this application and I/we authorize _____ to submit this application as my agent.

Date

Signature of Owner

5.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

Authorization of Owner for Agent to Provide Personal Information

I, _____, am the owner of the land that is the subject of this application for the purposes of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56 I authorize _____ as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date

Signature of Owner

6. ACKNOWLEDGEMENTS

Acknowledgements must be signed by the owner(s). Initial beside each item and sign below.

6.1 I acknowledge that the City of Hamilton is not responsible for identification and remediation of contamination on the property which is the subject of this Application - by reason of its approval to this Application. Initials

- 6.2 I acknowledge that staff of the City of Hamilton, or its authorized agent or representatives, may enter the subject lands for the limited purposes of documenting the site and evaluating the merits of the application. Initials
- 6.3 I acknowledge the City of Hamilton has not verified servicing capacity and the City is not making any guarantees or representations that there is servicing capacity for any proposed development. Initials

Date

Signature of Owner

7. CONSENT OF THE OWNER

Complete the consent of the owner concerning personal information set out below.

Consent of Owner to the Disclosure of Application Information and Supporting Documentation

Application information is collected under the authority of the *Planning Act*, R.S.O. 1990, c. P.13. In accordance with that Act, it is the policy of the City of Hamilton to provide public access to all *Planning Act* applications and supporting documentation submitted to the City.

I, _____, the Owner, hereby agree and acknowledge
(Print name of Owner)

that the information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56, I hereby consent to the City of Hamilton making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Date

Signature of Owner

8. AFFIDAVIT OR SWORN DECLARATION (Please use a separate page for each owner if more than one.)

This declaration to be sworn by a Commissioner of Oaths. A Commissioner is available at the following Departments:

- Planning Division, City Hall, 5th Floor
- Building Division, City Hall, 3rd Floor
- City Clerk’s Division, City Hall, 1st Floor

I, _____ of the _____
in the _____ make oath and say (or solemnly declare) that to the best of my knowledge and belief that the particulars given in this application are correct and in accordance with the requirements of Section 41 of the *Planning Act*, R.S.O., 1990 for site plan control.

Sworn (or declared) before me
at the _____
in the _____
this _____ day of _____, _____.

Commissioner of Oaths

Applicant

9. COLLECTION OF INFORMATION

The personal information contained on this form is collected under the authority of the Planning Act, R.S.O. 1990, c. P.13, and will be used for the purpose of processing the request and application. This information will become part of the public record and will be made available to the general public. Questions about the collection of this information should be directed to the Planning Division at pdgeninq@hamilton.ca or 905-546-2424 ext. 1355.