

THE TOWNSHIP OF PAPINEAU-CAMERON

REQUEST FOR PRE-CONSULTATION

OFFICE USE ONLY – DATE RECEIVED:

OWNER INFORMATION

Registered Property Owner (*Full Name*):

Street Address:

City:

Province:

Postal Code:

Telephone:

Email:

APPLICANT INFORMATION (required if Applicant is NOT the Owner)

Applicant Name/Company:

Applicant is: Agent Solicitor Planning Consultant Architect Contractor Other

Street Address:

City:

Province:

Postal Code:

Telephone:

Email:

PROPERTY INFORMATION

Municipal/Street Address:

Lot/Concession:

Registered Plan:

Assessment Roll No.:

Lot Area (*hectares*):

Lot Frontage (*metres*):

Current zoning:

Current OP designation:

Heritage Designated or Listed? Yes No

Water Supply: Private Municipal

Sewage Disposal: Private Municipal

Are there any encumbrances on the property? (*eg. easements*) If yes, Yes No

list encumbrances:

PROPOSED DEVELOPMENT DESCRIPTION

<p>Pre-Consultation Request for (<i>please check all that apply</i>):</p> <p><input type="checkbox"/> Official Plan Amendment</p> <p><input type="checkbox"/> Zoning By-law Amendment</p> <p><input type="checkbox"/> Site Plan Application</p> <p><input type="checkbox"/> NBMCA Application</p> <p><input type="checkbox"/> Other (specify):</p> <hr/>	
<p>Proposed Zoning:</p>	<p>Proposed OP Designation:</p>

APPLICANT SIGNATURE

By submitting this form, I agree to allow the Township of Papineau-Cameron, its employees and agents to enter the subject property for the purpose of conducting visual surveys that may be necessary to process this request.

Owner/Authorized Agent
(*please print*)

Owner/ Authorized Agent
(*signature*)

Date

SUBMISSION REQUIREMENTS

The following documents and materials are required to be submitted with a Request for Pre-Consultation:

- Completed Request for Pre-Consultation form
- Owner Authorization Form (if applicant is acting on behalf of property owner)
- One (1) electronic copy of a Conceptual Site Plan outlining existing and/or proposed structures and features (ie. parking areas, natural features)
- One (1) electronic copy of a legal survey or sketch prepared by an Ontario Land Surveyor or other professional that clearly identifies the following in **metric** units:
 - Parcel or portion of land subject to the application, including any easements
 - Building dimensions, setbacks and lot coverage of all existing structures
 - Location of private well and sewage disposal system (if applicable)

AUTHORIZATIONS

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorizations set out below must be complete.

Authorization of Owner for Agent to make Application

I, _____, am the registered owner of the land that is the subject of this requested meeting and I authorize _____ to make this application on my behalf, and for the purpose of the pre-consultation process for these lands. The agent will provide my Personal Information (PI) that will be included in this application or collected during the processing of the application.

Date: _____

Signature of Owner: _____

Consent of the Registered Owner

Complete the consent of the registered owner concerning personal information set out below (or the written authorization of each owner in the case of shared ownership).

I, _____, am the registered owner of the land that is the subject of this request for a pre-consultation meeting. I authorize and consent to the use or the disclosure of the Personal Information (PI) to any person or public body. I also agree to allow the Township, its employees and agents to enter upon the subject property for the purposes of conducting surveys, inspections, and tests that may be necessary to this application.

Date: _____

Signature of Owner: _____

Personal information is being collected on this form under the authority of the Municipal Act and the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Please note that personal information collected will form part of the public record and is public information subject to the MFIPPA regulations and may be published as part of Council agenda and / or public consultation processes. Questions about the collection of personal information may be directed to the CAO/Clerk-Treasurer.

Acknowledgment

The parties below acknowledge that full disclosure of the issues has taken place with respect to the proposal before us. All identified plans, documentation and studies must be submitted in order to constitute a complete application.

Date: _____

Signature: _____