



Corporation of the
Township of Tay

450 PARK STREET
P.O. BOX 100
VICTORIA HARBOUR, ON
L0K 2A0

(705) 534-7248 PHONE
(705) 534-4493 FAX

**THE CORPORATION OF THE TOWNSHIP OF TAY PRE-SERVICING
AGREEMENT APPLICATION**

Office Use Only

File No. _____

Roll No. _____

Date Received. _____

Fee. _____

An application for approval of a Pre-Servicing Agreement is required to be submitted if an applicant is proposing to construct on site works prior to completion of the registration process for a Plan of Subdivision or a Plan of Condominium by the Township of Tay.

Fees

Each application must be accompanied by the application fee in the amount of **\$2,000.00 plus a \$1,000 deposit**. This fee has been established by the Township's User Fees and Service Charges By-law 2018-35 and is used to cover administrative and professional costs related to the processing and review of this application. Please note that the Township may require additional costs from the applicant depending on the scope and complexity of issues raised in processing this application.

Required Documents

Please submit the following with this completed application:

- Copy of Survey
- Copy of Deed of Transfer showing the legal description of the subject lands and name(s) of registered owner of the property and any/all Mortgages
- Copy of Engineering Letter of Retention
- Three (3) copies of Engineering Drawings including Grading and Drainage Plan, Site Rehabilitation Plan, Access Control Plan, and Phasing Plan
- Three (3) copies of technical reports
- Cost Estimate (including the cost of works required for site controls and rehabilitation)
- One (1) 11"x17" copy of all drawings
- One (1) electronic copy of all drawings and reports
- Copy of all applicable agency clearance letters or approval documents.

Applicants are required to submit the Pre-Servicing Agreement Application, Required Documentation, and the Required Fee for a complete submission to the Township.

Note: It is the Applicant's responsibility to submit engineering drawings and technical reports directly to approval agencies and to obtain applicable clearances/approvals.

A. OWNERSHIP/APPLICANT DETAILS

1. Name of Owner(s): _____
Address: _____
Email Address: _____
Postal Code: _____ Telephone No. (____) _____
Date subject lands acquired by owners: _____

2. Name of Authorized Agent (if any): _____
Address: _____
Email Address: _____
Postal Code: _____ Telephone No. (____) _____

NOTE: It is requested that all communications be sent to (check box):
Owner: and/or **Agent:**

3. Names and addresses of Transferee, Leasee, etc, if known:

B. PROPERTY DETAILS

4. Description of Subject Land:
Concession _____ Lot(s) _____
Registered Plan _____ Lot(s) _____
Reference Plan _____ Part(s) _____

Name of Fronting Street and Street No. _____

Roll Number (on tax bill or assessment notice) _____

Are there any easements or restrictive covenants affecting the subject land and if so, describe their nature and effect.

5. Present Land Use:

a. Describe the present land use of the property:

b. Current Land Use Designation in the Official Plan: _____

c. Current Zoning: _____

d. Number of existing Units/Blocks: _____

e. Number of Current buildings: _____

6. Proposed Land Uses

a. Describe the proposed uses on the property:

b. Proposed Land Use Designation in the Official Plan: _____

c. Proposed Zoning: _____

d. Number of proposed Units/Blocks: _____

e. Number of proposed buildings: _____

f. Is the subject land currently the subject of a proposed Official Plan Amendment, Zoning By-law Amendment, Minister's Zoning Order or Minor Variance? Yes No

Application No.: _____

Ontario Registration Number and status: _____

g. Has there ever been an industrial or commercial use, including gas station on the subject lands or adjacent lands? Yes No
Specify: _____

h. Is there reason to believe the subject lands have been contaminated by former uses on the site or adjacent lands? Yes No Specify: _____

i. Has there ever been waste disposal on the subject lands or adjacent lands (within 500 metres)?

Yes No If yes, provide MOE Certificate of Approval #: _____

Identify any supporting reports prepared to date:

7. Servicing:

Water supply will be provided by:

Municipal piped and operated supply

Private individual well

Private communal well

Other – specify:

Sanitary/sewage disposal will be provided by:

- Municipal owned and operated sewers/treatment facility
- Privately owned and operated sewers/treatment facility
- Privately owned and operated individual septic system
- Privately owned and operated communal collection system
- Other – specify:

If the requested proposal would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent will be produced, has a servicing options report and a hydrogeological report been prepared? Yes No

If no, please provide reason why?

Storm drainage will be provided by:

- Municipal storm sewers
- Swales, ditches
- Other – specify: _____

8. Southern Georgian Bay Lake Simcoe Source Protection

a. Is the subject land within a Intake Protection Zone (IPZ) or an Issue Contributing Area (ICA)?

- Yes No

b. If yes, please identify the IPZ/ICA?

c. If yes, do you have an Approved Risk Management Plan (RMP) and/or a Section 59 Notice to Proceed from the Risk Management Official (RMO)? (Please attach the document you have).

- Yes No

9. Proposed Pre-Servicing Works

Please checkmark below to identify works proposed to be completed through this pre-servicing agreement application:

- Earth Works including _____
- Drainage Works including _____
- Underground Servicing including _____
- Road Works including _____
- Other _____

For any additional questions or concerns, please contact the Planning and Development Department– Planning Division at 705-534-7248.

C. SIGNATURES

10. Affidavit/Declaration:

I/we, _____ of _____
in _____ solemnly declare that:

hereby apply, as previously specified, to the Corporation of the Township of Tay. It is expressly understood that this application is in regard only to the lands described, and is made pursuant to the provision of The Planning Act, 1990. I understand that the personal information on this form is being collected pursuant to the Planning Act, R.S.O., 1990 c.P.13 and will be used in relation to the processing of this development application. I solemnly declare that all the statements contained in this application 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.

Signature of Applicant
(Owner or Authorized Agent)

DECLARED before me at the
_____, in the
_____ this
_____ day of _____, 20__

A Commissioner, etc.

11. Owners Statement:

As of the date of this application, I/we are the registered owner(s) of the lands described in this application. I/We have examined the contents of this application and certify as to the correctness of the information submitted with the application insofar as I/we have knowledge of these facts. I/We concur with the submission of this application to the Township of Tay.

Signed

Date:

Owner

Owner

Note: If the owner is a Corporation, the application shall be signed by an officer of the Corporation and the Corporations Seal shall be affixed.

12. Authorization for Agent:

I/We _____ hereby authorize and direct _____ to act as agent on my/our behalf with respect to an application for Pre-Servicing Agreement involving the subject lands and this is his/her good and sufficient authority for so doing.

Signed:

Date:

Owner

13. Additional Fees

If Planning, Engineering, Legal or any other fees are incurred by the Township pertaining to this Application, or an appeal to the Local Planning Appeals Tribunal in defense of an approval by the Township of this Application, the Applicant by endorsing below, hereby agrees to pay all such reasonable costs specific to the Application as incurred by the Township, upon receipt of an invoice for same.

Signed: _____ Date: _____





Corporation of the
Township of Tay

450 PARK STREET
P.O. BOX 100
VICTORIA HARBOUR
ONTARIO L0K 2A0

(705) 534-7248 PHONE
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PERMISSION TO ENTER

Date: _____

Township of Tay
Planning & Development Department
450 Park Street
P. O. Box 100
Victoria Harbour, ON LOK 2A0

Dear Sir/Madam:

Re: Submission of Planning Application

Address of Subject Property: _____

I hereby authorize the members of the Committee and members of the staff of the Township of Tay to enter onto the above-noted property for the limited purposes of evaluating the merits of this application and to permit the placement of a notice sign on the above noted property.

Signature of Owner or Authorized agent

Please print name