

**APPLICATION FOR:**
 Site Alteration Permit
 Subdivision Plot Plan Review

For Internal Use			
Application number:		Closest Cross Street:	
Date received:		Roll number:	
Application Fees:		Deposit:	
		Paid By:	
A. Property Information			
Building number, street name		Land Owner (Check One): <input type="checkbox"/> Person <input type="checkbox"/> Company	
Part Lot:	Concession:	or	Lot: Plan:
B. Type of Work			
<input type="checkbox"/> NEW BUILDING CONSTRUCTION	<input type="checkbox"/> SEPTIC SYSTEM	<input type="checkbox"/> IN-GROUND POOL	<input type="checkbox"/> ADDITION
<input type="checkbox"/> FOUNDATION			
		<input type="checkbox"/> FILL PLACEMENT	<input type="checkbox"/> LESS THAN 250M ³ IMPORTED FILL
			<input type="checkbox"/> MORE THAN 250M ³ IMPORTED FILL
		<input type="checkbox"/>	<input type="checkbox"/> GREATER THAN 2,000M ³ IMPORTED FILL
Briefly Describe Work Proposed:			
Estimated Volume of Fill to be Imported: (include as much information as possible – ie. # of truckloads per day)			
C. Applicant			
Applicant is: % Owner or % Authorized Consultant			
Last name	First name	Corporation or partnership	
Street address. P.O. Box		Unit number	Lot/Conc.
Town	Province	Postal Code	Cell number ()
Telephone number ()	E-mail		
D. Owner (if different from applicant)			
Last name	First name	Corporation or partnership	
Street address. P.O. Box		Unit number	Lot/Conc.
Town	Province	Postal Code	Cell number ()
Telephone number ()	E-mail		
E. Contractor (optional) Use Legal Names – for use with agreements			
Last name	First name	Corporation or partnership (if applicable)	
Street address		Unit number	Lot/Conc.
Town	Province	Postal Code	Cell number ()
Telephone number ()	E-mail		

F. Authorizations

CONSENT FOR RELEASE OF INFORMATION:

I understand that all information and material that is submitted with any application shall be made available to the public. In submitting this application and any supporting materials or information, I hereby acknowledge the above-noted and provide my consent in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, RSO 1990, c.M56, as amended, that all information, documents, drawings and plans provided with this application by myself, my agents, consultants and solicitors, will be part of the public record and will also be made available to the general public.

PERMISSION TO ENTER:

The applicant acknowledges that a site walk may be required in order to view the property and its relation to the surrounding lands, and in this regard authorizes members of Council (or a representative thereof), Township staff, Peer Review Consultants retained by the Town, and relevant External Agency Review Staff to enter onto the subject property for the purpose of evaluating the merits of the application.

G. Important Information

- THE PERMIT IS VALID FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF ISSUE BUT SHALL EXPIRE AFTER SIX (6) MONTHS FROM THE DATE OF ISSUE SHOULD NO WORK BE COMMENCED BY THAT DATE.
- THE SECURITY DEPOSIT WILL BE REFUNDED TO THE INDIVIDUAL/COMPANY WHO PROVIDED INITIAL PAYMENT FOLLOWING A FINAL INSPECTION BY THE DEPARTMENT OF OPERATIONS & ENGINEERING. THE APPLICATION FEE, AND MUNICIPAL SERVICES FEE, ARE NON-REFUNDABLE. THE DEPOSIT WILL BE REFUNDED UPON CANCELLATION OF A PERMIT, LESS THE ADMINISTRATION FEE, PROVIDED THAT NO WORK HAS BEEN COMMENCED.
- THE OWNER HEREBY AUTHORIZES THE TOWNSHIP OF CHATSWORTH TO ENTER ONTO THE SUBJECT LANDS FOR THE PURPOSES OF INSPECTION OR WITH LABOUR AND EQUIPMENT TO COMPLETE OR REPAIR ANY WORKS AS DEEMED NECESSARY BY THE DIRECTOR OF DEVELOPMENT SERVICES.
- APPLICATION FEES AND SECURITY DEPOSITS SHALL BE DOUBLED IN THE EVENT THAT SITE ALTERATION HAS OCCURRED IN CONTRAVENTION OF BY-LAW 2018-42, AS AMENDED.
- THE TOWNSHIP OF CHATSWORTH MAY ENGAGE LEGAL, ENGINEERING, HYDROLOGY, ENVIRONMENTAL, ARBORISTS, LANDSCAPE OR ANY OTHER CONSULTANT AS DEEMED NECESSARY BY THE DIRECTOR OF OPERATIONS & ENGINEERING IN ORDER TO EVALUATE STUDIES AND/OR AGREEMENTS IN WHICH CASE THE COSTS INCURRED FOR SUCH EVALUATIONS SHALL BE CHARGED BACK TO THE APPLICANT PLUS A 5% ADMINISTRATION FEE.
- FEES SHALL BE ADJUSTED UPON COMPLETION OF WORK WHERE REQUIRED TO REFLECT TOTALS BASED ON ACCURATE FILL VOLUMES VERIFIED BY A PROFESSIONAL ENGINEER PRIOR TO FINAL CLEARANCE.
- IT IS THE LANDOWNER'S RESPONSIBILITY TO OBTAIN ALL NECESSARY APPROVALS FROM ANY FEDERAL, PROVINCIAL, REGIONAL OR MUNICIPAL AGENCIES PRIOR TO PROVIDING APPLICATION FOR A SITE ALTERATION PERMIT.

H. Declaration of applicant

The applicant certifies to have read the Site Alteration By-law 2018-42 and Schedules together with and agrees to abide by all the conditions and fee required therein.

PLEASE COMPLETE ALL APPLICABLE SECTIONS OF THE APPLICATION FORM. AN INCOMPLETE APPLICATION WILL NOT BE PROCESSED.

I _____ hereby make the above application for Site Alteration, declaring that all the information contained herein is true and correct, and acknowledge the Township of Chatsworth will process the application based on the information provided.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

