

Minor Site Plan Application

City of Hamilton, Planning and Economic Development Department
71 Main Street West, 5th Floor, Hamilton ON L8P 4Y5
Telephone: 905-546-2424 Email: planningapps@hamilton.ca

File No. _____ Date received _____ Received by: _____
Reviewed by: _____

- Application Fee for Minor Site Plan Application must be submitted.
(An additional Conservation Authority review may be required.)
- Prior to making a Minor Site Plan Application, please consult with the City of Hamilton Planning Division to determine if a Formal Consultation is required.
- An incomplete application will delay the process.

APPLICANT:

Name: _____
Address: _____
City: _____ Postal Code: _____
Telephone No: _____ Fax No: _____
E-Mail _____

APPLICANT'S INTEREST: Owner, Prospective Owner, Lessee, Agent (circle appropriate)

CONTACT PERSON: (if other than the applicant)

Name: _____
Address: _____
City: _____ Postal Code: _____
Telephone No: _____ Fax No: _____
E-Mail _____

ADDRESS OF THE PROPOSED DEVELOPMENT: _____

TYPE OF DEVELOPMENT: Check Appropriate Box

Residential
Commercial

Industrial
Other, specify _____

TOTAL EXISTING FLOOR AREA: _____

TOTAL PROPOSED FLOOR AREA (if addition): _____

TYPE OF PROPOSAL: Check appropriate Box

Addition **Plan dated:** _____

Parking Area **Plan dated:** _____
(Include layout)

Accessory Building _____

Ramp _____

Fire Escape _____

Temporary Sales Pavilion/
Trailer _____

Outdoor Patio
(include layout) _____

Secondary Suite _____

PREVIOUS DA# _____
(If any) ZA# _____

Applicant's Signature

FOR OFFICE USE ONLY:

Approval Date _____ as per attached plans and drawings, subject to compliance with all zoning requirements of the subject lands.

Yes No, Full Site Plan Control application required

Manager of Heritage and Urban Design

COPY TO:

- Applicant
- Building Division
- Growth Management Division
- Owner
- Transportation Planning
- Other, Specify _____

CONSENT

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 that the
(Print name of Owner)

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

ACKNOWLEDGEMENT CLAUSE

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.

Date

Signature of Owner

This letter does not exempt the owner or owner's bonded contractor from the requirement to obtain various permits/approvals normally required to complete a construction project, such as, but not limited to the following:

- Road cut permits
- Access permits
- Committee of Adjustment
(i.e. Variances to Zoning By-law)
- Sewer permits
- Relocation of services
- Encroachment agreement

Applicant's initials

APPROVAL LIMITATIONS

- i) Proposals that require a building permit
In the event a building permit has not been issued for the proposed developed within one (1) year from the date of site plan approval, the approval shall lapse.
- ii) Proposals that do not require a building permit.
In the event any required site works are not completed within one (1) year from the date of site plan approval, the approval shall lapse.

Note:

The City of Hamilton is in the process of creating a new comprehensive Zoning By-law for the entire City. The new Zoning By-law is being prepared in phases by Land Use topic. New zoning may be implemented which could be different than the current zoning. Accordingly, if a Building Permit has not been issued by the City prior to the new zoning coming into effect, the approved site plan may be affected, related to zoning compliance, which may require further planning approvals (i.e. Minor Variance, Zoning Amendment, etc.).

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 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 general Planning Division email at pdgeninq@hamilton.ca or 905-546-2424, ext.1355.