



**LAKE SIMCOE REGION CONSERVATION AUTHORITY
PLANNING REVIEW APPLICATION FORM**

This form is to be submitted to the Lake Simcoe Region Conservation Authority (LSRCA) by landowners, developers, agents and consultants in advance of the review of development applications. The completed application form is to be submitted along with **5 sets** of all reports, folded hard copies of all drawings **and** the application fee, in accordance with the fee schedule found on the reverse side. Failure to submit the required documents or fee may cause a delay in the processing of the application. The Authority accepts cheque, Visa & cash payments.

Should you wish to consult with the LSRCA in advance of submitting the application, please call in advance to set up a meeting with Planning Staff at **905-895-1281** or in the 705 area code, **1-800-465-0437**. All applicants who are required to submit an Environmental Impact Statement (EIS) are strongly advised to preconsult with staff prior to the initial application submission, to scope the EIS.

Please complete the following required information (print clearly)

OWNER
Name: _____
Address: _____
Postal Code: _____
Telephone: _____ Facsimile: _____ Email: _____

APPLICANT / AGENT / CONSULTANT (Please circle)
Name: _____
Address: _____
Postal Code: _____
Telephone: _____ Facsimile: _____ Email: _____

PROPERTY LEGAL DESCRIPTION/LOCATION (Attach a sketch of the location)
Lot _____ Plan/Concession _____ Municipality _____
Municipal Address: _____
Property Roll No.: _____ Emergency No: _____

CURRENT OFFICIAL PLAN AND ZONING DESIGNATIONS
Current Official Plan Designation _____ Current Zoning Designation _____
Proposed Official Plan Designation _____ Proposed Zoning Designation _____

PROPOSED DEVELOPMENT APPLICATION (check off multiples as required):

Official Plan Amendment	Zoning By-law Amendment
Subdivision/Condominium	Subdivision/Condominium Revision
Site Plan/Agreement	Minor Variance
Consent/Severance	Property Information Request
Scoped EIS Preconsultation	Telecommunications Towers

DESCRIPTION OF PROPOSED DEVELOPMENT: (Please print a description of the proposed works and attached plans of the proposed developments showing existing features. Attach additional pages if necessary.)

DECLARATION:
I/We, _____, of _____, make an oath to solemnly declare that the information contained on this application, and all attachments accompanying documents and drawings are true and complete to the best of my/our knowledge. Furthermore, for the purposes of the Freedom of Information Act, I authorize and consent to the use or the disclosure to any person or public body of any information collected under the Planning Act or Conservation Authorities Act for the purposes of processing this application.
Signed (Printed) _____ on this _____ day of _____, 20__
Signature of Owner/Applicant: _____

OWNER AUTHORIZATION:
I, _____, hereby declare that I am the Owner of the said property described above, and authorize _____ to act on this application on the Owner's behalf.
Signed this _____ day of _____, 200__. Signature _____

PLAN REVIEW APPLICATION FEES

Type of Application	Fee Applied (ea) (Effective April, 2004)
All Region/County/Municipality Initiated Applications	General Levy
Official Plan and Zoning Amendments	
Official Plan Amendment & Zoning By-law Amendment - Initial	\$300.00
Official Plan Amendment & Zoning By-law Amendment - Detailed	\$2,500.00
Subdivision & Condominium	
Subdivision/Condominium - Initial	\$5,000.00
Subdivision/Condominium Resubmission Fee (For Incomplete Submissions)	\$2,500.00 Subsequent fees may apply- contact LSRCA for details
Subdivision (if preceded by approved MESP)	\$500/ha
Subdivision-applicant driven formal modification	\$1,000.00
Site Plan & Condominium	
Site Plan Control – Initial	\$300.00*
Site Plan Control - Detailed Review	\$300 initial + \$2,200.00 if engineering review is required*
Hold Harmless Agreements	\$500.00
Minor Variance	
Minor Variance	\$200.00
Consents	
Consent – Initial	\$300.00*
Consent – Detailed	\$1,000.00*
Other Applications	
Golf Courses	\$7,500.00
Property Information Requests	\$125.00
Site Clearance	\$40.00
Permits	See permit application

Fee Schedule Notes:

1. For consolidated applications (submitted at same time), only the highest fee will apply.
2. For plans of subdivisions, fees will not be charged for environmental lands.
3. For phased plans of subdivisions, fees will be calculated on the basis of each phase. Our minimum fee is \$500.
4. Plan of subdivision total fees are calculated at the rate of \$500/ha for the first 20 ha and \$100 for each additional ha thereafter.
5. For plans of subdivision, a credit for the initial fee will be applied against the total fees due.

* Contact the Authority to determine whether the application is considered initial or detailed.

ADDITIONAL NOTES

- Review of development applications are based on the Watershed Development Policies, as approved by the LSRCA Board of Directors. A copy of the Policies may be obtained from our website at www.lsrca.on.ca.
- For prompt processing of your application, the **application fee must accompany the submission**. Resubmission fees will be paid directly to the LSRCA. Please make cheques payable to the Lake Simcoe Region Conservation Authority. The LSRCA accepts cash, cheque or Visa Credit Card.
- Where applicable, processing includes review for fish habitat under Section 35 of the *Fisheries Act*.
- The information contained in this document is collected by the LSRCA for its own purposes under the Municipal Freedom of Information and Protection of Personal Privacy Act (MFIPPA). A copy of this application will be circulated back to the host municipality.
- To obtain information regarding the status of a planning application, contact the Planning staff at **905-895-1281** or toll free in the 705 Area Code **1-800-465-0437**. To meet with Planning staff, you are strongly encouraged to call in advance for an appointment.
- The LSRCA will endeavour to review your application as quickly as possible. Plan review comments are normally only forwarded to the appropriate municipality for their review.
- Contact the LSRCA to determine if you require a Regulation Permit.