

SITE PLAN AGREEMENT INFORMATION SHEET

Please complete this document and submit to the Planning Services Department, complete with fees as noted below.

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| Site Plan File Number: | SP. |
| File Name: | |
| File Address: | |
| Name of Land Owner as Registered on Title | |
| Municipality in which Owner resides or carries on business | |
| Legal Description of Land as registered on Title | |
| 1 st Signing Officer's Name | |
| Official Position with Company | |
| Email Address | |
| 2 nd Signing Officer's Name | |
| Official Position with Company | |
| Email Address | |
| FOR OFFICE USE ONLY | |
| Site Plan Agreement Preparation Fee | \$8,360.00 (inclusive of HST)* |
| Site Plan Agreement Preparation Fee (detached dwellings) | \$819.00 (inclusive of HST)* |
| Site Plan Agreement Revision Fee | \$819.00 (inclusive of HST)* |
| Site Plan Agreement Registration Fee (required for each SPA preparation and revision) | \$78.79 (includes HST) *effective 2021/11/01 (previously \$77.62) |
| TOTAL FEES COLLECTED: | \$ _____ |
| *Note: Updated fees effective January 1, 2021 | |