



<b>Office Use Only</b>
Submission #
Date received:

Complete each section as required, use one form per building

03.21.24

<b>B-1: Project Description</b>
<b>Project Name</b> (if applicable):
<b>Municipality:</b>
<b>Project Location</b> (address):
<b>Nearest Major Intersection:</b>
<b>Check that which applies:</b>
<input type="checkbox"/> Floor Area ≤ 20 square metres (Small Works- accessory buildings and structures)
<input type="checkbox"/> Floor Area > 20 but ≤ 186 square metres (Standard Works – new, reconstruction, accessory)
<input type="checkbox"/> Floor Area > 187 but ≤ 450 square metres (Large Works – new, reconstruction, accessory)
<input type="checkbox"/> Floor Area > 450 square metres, multi-unit projects, floodplain reconstruction (Major Works)

<b>B-2: Construction Details</b>			
<input type="checkbox"/> Construct a new building or structure	<input type="checkbox"/> Demolish an existing structure		
<input type="checkbox"/> Construct an addition to an existing building or structure			
<input type="checkbox"/> Re-construct an existing building or structure – In Floodplain: <b>Yes / No</b>			
Proposed use of building/structure (i.e. dwelling, shed, garage, etc.):			
Length (m):	Width (m):	Height (m):	# of Storeys:
Actual proposed floor area (m <sup>2</sup> ):		Existing floor area (m <sup>2</sup> ):	
Foundation: No <input type="checkbox"/> Yes <input type="checkbox"/> Type:		Proposed Depth (m):	
Structure lowest opening elevation (m):		Ground elevation (m):	
Distance of works from watercourse <input type="checkbox"/> shoreline <input type="checkbox"/> wetland <input type="checkbox"/> (m):			
Distance from Regulatory Floodline (m):		Distance from Top of Stable Slope (m):	

<b>Are Planning Act or Municipal approvals required? :</b>	
<input type="checkbox"/> No	<input type="checkbox"/> Yes (check all that apply):
<input type="checkbox"/> Official Plan Amendment	<input type="checkbox"/> Land Severance/Consent
<input type="checkbox"/> Zoning	<input type="checkbox"/> Minor Variance
<input type="checkbox"/> Building Permit	<input type="checkbox"/> Other:
Proposed Start Date:	Anticipated Date of Completion:
Will fill placement/removal or site grading be required as part of the construction?	
No <input type="checkbox"/>	
Yes <input type="checkbox"/> - Also fill out Schedule C – Placement/Removal of Fill and Site Grading	



**HAND DRAWN SITE PLAN** (unless already attached):

Include the property boundary and the proposed location(s) of work(s); indicate location of and distances from any waterways, ponds, wetlands and shorelines either on or near the subject property.

**Complete Application Requirements**

This schedule must be accompanied by detailed plans for the proposed works. The detailed plans must include the following, where applicable:

1. Site Plan (if not drawn above).
2. Construction techniques and access.
3. Cross-section(s) of the proposed work(s) showing existing grade and final grade.
4. Complete engineering/architectural drawings of proposed work(s).

**Other Technical Requirements May Include:**

- |   |   |
|---|---|
| <input type="checkbox"/> Legal Survey                                     | <input type="checkbox"/> Pre/Post metric geodetic elevations            |
| <input type="checkbox"/> Geodetic elevations of the lowest opening(s)     | <input type="checkbox"/> Structural elevations and construction details |
| <input type="checkbox"/> Erosion and Sediment Control Plans               | <input type="checkbox"/> Grading Plans                                  |
| <input type="checkbox"/> Landscaping/Site rehabilitation plan             | <input type="checkbox"/> Geotechnical/Slope Stability Study             |
| <input type="checkbox"/> Coastal Engineering Study                        | <input type="checkbox"/> Hydrogeological Assessment                     |
| <input type="checkbox"/> Floodline Delineation Study/Hydraulic Assessment | <input type="checkbox"/> Scoped or Full Environmental Impact Study      |
| <input type="checkbox"/> Watercourse Meander/Erosion Analysis             |   |