

May 20, 2021

Julie Stewart
County Planner
County of Lanark
99 Christie Lake Road
Perth, Ontario, K7H 3C6

Attention: Julie Stewart, County Planner

Dear Ms. Stewart:

**Reference: Plan of Subdivision Application
Evoy Lands (Hannan Hills)
Town of Mississippi Mills
County of Lanark
Our File No.: 118201**

On behalf of our client, Novatech is pleased to submit the enclosed Plan of Subdivision for the property municipally known as 277 Florence Street in the Town of Almonte. The lands are located in the northeast quadrant of the Town and more particularly described as Park Lots 1, 2 and 3, Block E, Henderson Section, Plan 6262. The proposed development is to be known as *Hannan Hills*.

The proposed residential subdivision would accommodate a total of 166 townhouse dwelling units. The draft plan is based on a concept plan that demonstrates the build out of seventy-eight (78) two-storey townhouses, forty (40) back-to-back-townhouses, and forty-eight (48) stacked townhouses.

The subdivision lands are designated *Settlement Area* in the County of Lanark Official Plan, designated *Residential* in the Community Official Plan, and predominantly zoned Development (D) in the Town's Comprehensive Zoning By-law No 11-83. While the lands are appropriately designated to accommodate a residential subdivision, a zoning amendment is also required to rezone the subdivision lands to an appropriate residential zone that would accommodate the proposed residential dwelling types. A concurrent zoning amendment application is being filed with the Town.

In relation to the proposed draft plan of subdivision, please find enclosed 5 copies of each of the following:

- Subdivision application form
- Draft Plan of Subdivision, prepared by Novatech and certified by Callen Dietz Surveying
- Planning Rationale, prepared by Novatech
- Serviceability and Conceptual Stormwater Management Report, prepared by Novatech
- Traffic Impact Study, prepared by Novatech
- Environmental Impact Statement, prepared by Muncaster Environmental Planning
- Environmental Site Assessment, prepared by Paterson Group
- Preliminary Geotechnical Investigation, prepared by Paterson Group
- Archaeological Assessment, prepared by Matrix Heritage
- All materials in PDF on USB; and



- Cheques –
 - County of Lanark application fee – \$6,500
 - County of Lanark deposit - \$5,000
 - Mississippi Valley Conservation review fee - \$3,840

The subdivision review fee for the Town has been submitted to the Town directly, together with the zoning amendment application.

Please do not hesitate to contact me if you have any further questions,

Yours truly,

NOVATECH

Steve Pentz, MCIP, RPP
Senior Project Manager

cc: Robert Dick, Neilcorp Homes
Matt Nesrallah, Cavanagh Developments



TYPE OF APPLICATION

Plan of Subdivision

OFFICE USE ONLY:

Date Application Received: _____

File Number: _____

Date Application Deemed Complete: _____

Application Fee: _____

Receipt: _____

Print in black or blue ink, complete or (✓) appropriate box(es)

1. APPLICATION INFORMATION**➤ 1.1 Name of Owner(s).** An owner's authorization is required in Section 11.1, if the applicant is not the owner.

Name of Owner(s)

Home Telephone No.

Business Telephone No.

Archie Evoy

Address

277 Florence Street

Postal Code

Fax No.

Email Address

➤ 1.2 Agent/Applicant - Name of the person who is to be contacted about the application, if different than the owner.
(This may be a person or firm acting on behalf of the owner.)

Name of Contact Person

Home Telephone No.

Business Telephone No.

Steve Pentz (Novatech)

613.254.9643

Address

240 Michael Cowpland Drive, Suite 200, Ottawa, ON,

Postal Code

K2M 1P6

Fax No.

Email Address

s.pentz@novatech-eng.com

1.3 Planner

Name of Planner

Business Telephone No.

Steve Pentz

Address

240 Michael Cowpland Drive, Suite 200, Ottawa, ON,

Postal Code

Fax No.

Email Address

s.pentz@novatech-eng.com

1.4 Ontario Land Surveyor

Name of Surveyor

Business Telephone No.

Callen Dietz (Tony Smith)

613-253-6000

Address

19 Roe Street, Carleton Place, ON

Postal Code

K7C 0N3

Fax No.

Email Address

tsmith@callondietz.com

2. LOCATION OF THE SUBJECT LAND (Complete applicable boxes in Section 2.1)

➤ 2.1 Local Municipality Mississippi Mills	Geographic Village/Town/Township Town of Almonte	Concession No.	Lot(s) 1,2,3
		Registered Plan No 6262	Lot(s) Block(s) E
Name of Street/Road Florence Street	Street No. 277	Reference Plan No.	Part(s)

Assessment Roll No(s).

PIN 050890025

- 2.2 Are there any easements or restrictive covenants affecting the subject land? ;
No ☐ Yes ☒ If Yes, describe the easement or covenant and its effect.

SUBJECT TO AN EASEMENT IN FAVOUR OF THE CORPORATION OF THE TOWN OF MISSISSIPPI MILLS
OVER PART 1 ON 27R8605 AS IN LC63848 AND IN GROSS OVER PART 2 ON 27R9277 AS IN LC114959

3. PROPOSED AND CURRENT LAND USE

- 3.1 Complete **Table A** on Proposed Land Use

Table A - Proposed Land Use

Proposed Land Use		Number of Units or Dwellings	Number of Lots and/or Blocks on Draft Plan	Area (ha.)	Density (Units/Dwellings per ha.)	Number of Parking Spaces
Residential	Detached					(1)
	Semi-Detached					(1)
	Multiple Attached	166	1-4	3.16	52	
	Apartment					
	Seasonal					
	Mobile Home					
	Other (specify)					
Commercial						
Industrial						
Institutional (specify)						
Park, Open Space		nil			nil	nil
Roads		nil	Street 1, Blk 6-8	0.65	nil	nil
Other (specify)		SWM	5	0.30		
Totals		166		4.1	40	

(1) Complete only if for approval of condominium description

3.2 What is the current use of the subject land?

Residential

➤ 3.3 How the subject land is currently designated in the County Official Plan, local Official Plan or any Official Plan Amendment?

Lanark County Official Plan - Settlement Area

Mississippi Mills Community Official Plan - Residential

3.4 Has there been an industrial or commercial use, or an orchard on the subject land or adjacent land?

☐ Yes ☒ No If Yes, specify the uses.

3.5 Has the grading of the subject land been changed by adding earth or other material?

Yes No Unknown
☐ ☐ ☒

3.6 Has a gas station been located on the subject land or adjacent land at any time?

☐ ☒ ☐

3.7 Has there been petroleum or other fuel stored on the subject land or adjacent land?

☐ ☒ ☐

3.8 Has the site ever been used for the spreading of septage or sludge?

☐ ☒ ☐

3.9 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?

☐ ☒ ☐

3.10 What information did you use to determine the answers to the above questions?

Historical Aerial Imaging and findings in the Environmental Site Assessment

3.11 If Yes, to (3.4), (3.5), (3.6), (3.7), (3.8) or (3.9), a previous use inventory showing all former uses of the subject land or, if appropriate, of the adjacent land, is needed. Is the previous use inventory attached? If not, when will it be provided?

Yes No
☐ ☐

4. CONSULTATION WITH COUNTY and LOCAL MUNICIPALITY

4.1 Has the draft plan of subdivision or condominium description that is subject of this application been presented to the local Municipal Council?

☐ Yes ☒ No

4.2 Have you confirmed with the local municipality that the proposed development meets all of the requirements of the applicable official plans?

☒ Yes ☐ No If an official plan amendment is needed, it should be submitted prior to or concurrently with this application.

4.3 Have you confirmed with the County that the proposed development meets all of the requirements of the county official plan?

☒ Yes ☐ No If an official plan amendment is needed, it should be submitted prior to or concurrently with this application.

5. STATUS OF OTHER APPLICATIONS UNDER THE PLANNING ACT

- 5.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision under Section 51 of the Act or consent under Section 53 of the Act, for a minor variance, for approval of a site plan, or for an amendment to an official plan, a zoning by-law, development permit by-law or a Minister's zoning order.
☐ Yes ☒ No ☐ Unknown If **Yes** and if **Known**, indicate the application file number and the decision made on the application.

- 5.2 Is the subject also subject of a proposed official plan or plan amendment that has been submitted for approval?
☐ Yes ☒ No ☐ Unknown If **Yes** and if **Known**, indicate the application file number and status of the application.

- 5.3 Is the subject land also subject of an application for consent, approval of a site plan, minor variance, zoning by-law, development permit by-law or zoning order amendment?
☒ Yes ☐ No ☐ Unknown If **Yes** and if **Known**, indicate the application file number and status of the application.

concurrent Zoning By-law amendment (file number not yet assigned)

- 5.4 If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number? _____

- 5.5 Are the water, sewage or road works associated with the proposed development subject to the provisions of the **Environmental Assessment Act**? ☐ Yes ☒ No

If **Yes**, will the notice of public meeting for this application be modified to state that the public meeting will address the requirements of both the **Planning Act** and the **Environmental Assessment Act**? ☐ Yes ☐ No

6. PROVINCIAL POLICY

- 6.1 Briefly explain how this proposal is consistent with the Provincial Policy Statement issued under Section 3(1) of the **Planning Act**.

Please refer to Planning Rationale.

➤ 6.2 Is this application within an area of land designated under any provincial plan or plans?

☐ Yes

☒ No

If Yes, please specify which plan and whether the application conforms or conflicts with the applicable plan or plans.

6.3 Table B below lists the features or development circumstances of interest to the Province. Complete Table B and be advised of the potential information requirements in noted section.

TABLE B - Significant Features Checklist

Feature or Development Circumstances	(1) If a feature, is it on site or within 500m OR (2) if a development circumstance, does it apply?		If a feature, specify distances in metres	Potential Information Needs
	Yes (✓)	No (✓)		
Non-farm development near designated urban areas or rural settlement area	☐	☒	_____ metres	Demonstrate sufficient need within 20-year projections and that proposed development will not hinder efficient expansion of urban or rural settlement areas
Class 1 industry ¹	☐	☒	_____ metres	Assess development for residential and other sensitive uses within 70m
Class 2 industry ²	☐	☒	_____ metres	Assess development for residential and other sensitive uses within 300m
Class 3 industry ³	☐	☒	_____ metres	Assess development for residential and other sensitive uses within 1000m
Land Fill Site	☐	☒	_____ metres	Address possible leachate, odour, vermin and other impacts
Sewage Treatment Plant	☐	☒	_____ metres	Assess the need for a feasibility study for residential and other sensitive land uses
Waste Stabilization pond	☐	☒	_____ metres	Assess the need for a feasibility study for residential and other sensitive land uses
Active railway line	☐	☒	_____ metres	Evaluate impacts within 100m
Controlled access highways or freeways including designated future ones	☐	☒	_____ metres	Evaluate impacts within 100m
Operating mine site	☐	☒	_____ metres	Will development hinder continuation or expansion of operations?
Non-operating mine site within 1000m	☐	☒	_____ metres	Have potential impacts been address? Has the mine been rehabilitated so there will be no adverse effects?
Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater	☐	☒	_____ metres	Demonstrate feasibility of development above 28 NEF for sensitive land uses.. Above the 35 NEF/NEP, development of sensitive land uses is not permitted
Electric transformer station	☐	☒	_____ metres	

Feature or Development Circumstances	(1) If a feature, is it on site or within 500m OR (2) if a development circumstance, does it apply?		If a feature, specify distances in metres	Potential Information Needs
	Yes (✓)	No (✓)		
High voltage electric transmission line	☐	☒	_____ metres	Consult the appropriate electric power service
Transportation and infrastructure corridors	☐	☒	_____ metres	Will the corridor be protected?
Prime agricultural land	☐	☒	_____ metres	Demonstrate need for use other than agricultural and indicate how impacts are to be mitigated
Agricultural operations	☐	☒	_____ metres	Development to comply with the Minimum Distance Separation Formulae
Mineral aggregate resource areas	☐	☒	_____ metres	Will development hinder access to the resource or the establishment of new resource operations?
Mineral aggregate operations	☐	☒	_____ metres	Will development hinder continuation of extraction?
Mineral and petroleum resource areas	☐	☒	_____ metres	Will development hinder access to the resource or the establishment of new resource operations?
Existing pits and quarries	☐	☒	_____ metres	Will development hinder continued operation or expansion?
Significant wetlands	☐	☒	0 _____ metres	Development is not permitted
Significant portions of habitat of endangered and threatened species	☐	☒	_____ metres	Development is not permitted
Significant fish habitat, woodlands south and east of the Canadian Shield, valley lands, areas of natural and scientific interest, wildlife habitat	☐	☒	_____ metres	Demonstrate no negative impacts
Sensitive groundwater recharge areas, headwaters and aquifers	☐	☒	_____ metres	Demonstrate that groundwater recharge areas, headwaters and aquifers will be protected
Significant built heritage resources and cultural heritage landscapes	☐	☒	_____ metres	Development should conserve significant built heritage resources and cultural heritage landscapes
Archaeological resources	☐	☒	_____ metres	Assess development proposed in areas of archaeological potential. Assessment to be prepared by person licensed under Part VI of the <i>Ontario Heritage Act</i> . Conservation plan for any archaeological resources identified in the assessment.
Erosion hazards	☐	☒	_____ metres	Determine feasibility within the 1:100 year erosion limits of ravines, river valleys and streams
Floodplains	☐	☒	_____ metres	Where one-zone flood plain management is in effect, development is not permitted within the floodplain Where two-zone flood plain management is in effect, development is not permitted within the floodway Where a Special Policy Area (SPA) is in effect, development must conform with official plan policies for the SPA

Hazardous sites ⁴	☐	☒	_____ metres	Demonstrate that hazards can be addressed
Rehabilitated mine sites	☐	☒	_____ metres	Application for approval from Ministry of Northern Development and Mines should be made concurrently
Contaminated sites	☐	☒	_____ metres	Assess an inventory or previous uses in areas of possible soil contamination

1. Class 1 industry - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.
2. Class 2 industry - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.
3. Class 3 industry - indicate if within 1000m - processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.
4. Hazardous sites - property or lands that could be unsafe for development or alteration due to naturally occurring hazard. These hazards may include unstable soils (sensitive marine clays (Leda), organic soils) or unstable bedrock (Karst topography).

6.4 For applications that include permanent housing (i.e. not seasonal) complete Table C - Housing Affordability. For each type of housing and unit size, complete the rest of the row. If lots are to be sold as vacant lots, indicate the lot frontage. Information should be based on the best information available at the time of application. If additional space is needed, attach on a separate page.

Table C - Housing Affordability

For example: Semi-detached - 10 units; 1000 sq. ft./5.5 metres, \$119,900

Housing Type	# of Units	Unit Size (sq. ft.) and/or Lot Frontage	Estimated Selling Price/Rent
Semi-Detached			
Link/Semi-Detached			
Row or Townhouse	166	see Planning Rationale report	TBD
Apartment Block			
Other Types or Multiples			

6.5 Is there any other information which may relate to the Affordability of the proposed housing, or the type of housing needs served by the proposal? ☐ Yes ☒ No If Yes, explain in Section. 9.1 or attach on a separate page.

7. SERVICING

7.1 Indicate in a) and b) the proposed servicing type for the subject land. Select the appropriate servicing type from **Table D**. Attach and provide the title of the servicing information/reports as indicated in Table D.

➤ a) Indicate the proposed sewage disposal system

Public piped sewage system

➤ b) Indicate the proposed water supply system

Public piped water system

Table D - Sewage Disposal and Water Supply

Sewage Disposal	a) Public piped sewage system	Municipality should confirm that capacity will be available to service the development at the time of lot creation or re-zoning
	b) Public or private communal septic	Communal systems for the development of 5 or more lots/units : servicing options report ¹ , hydrogeological report ² , and indication whether a public body is willing to own and operate the system ³ Communal systems for the development of less than 5 lots/units and generating more than 4,500 litres per day effluent : servicing options report ¹ , hydrogeological report ²
	c) Individual septic system(s)	Individual septic systems with daily sewage flow of less than 4,500 l/day and system entirely located on each property: hydrogeological report ² and site development plan ⁴ Individual septic systems with daily sewage flow of more than 4,500 l/day and system entirely located on each property: servicing options report ¹ , hydrogeological report ²
	d) Other	To be described by applicant
Water Supply	a) Public piped water system	Municipality should confirm that capacity will be available to service development at the time of lot creation or re-zoning
	b) Public or private communal well(s)	Communal well systems for the development of more than 5 lots/units : servicing options statement ¹ , hydrogeological report ² and indication whether a public body is willing to own and operate the system ³ Communal well systems for non-residential development where water will be used for human consumption : hydrogeological report ²
	c) Individual well(s)	Individual wells for the development of more than 5 lots/units : servicing options statement ¹ , hydrogeological report ² Individual wells for non-residential development where water will be used for human consumption : hydrogeological report ²
	d) Communal surface water	Approval of a "water taking permit" under section 34 of the Ontario Water Resources Act is necessary for this type of servicing
	e) Individual surface water	Servicing options report
	f) Other	To be described by applicant

NOTES:

1. Confirmation that the municipality concurs with the servicing options statement will facilitate the review of the proposal
2. Before undertaking a hydrogeological report, consult the Subdivision Approval Authority about the type of hydrogeological assessment that is expected given the nature and location of the proposal
3. Where communal services are proposed (water and/or sewage), these services will include a responsibility agreement with the municipality
4. Comments from the Health Unit for individual sewage disposal systems (Section C-Sewage disposal), or a certificate of approval from MOE for all other sections. submitted with this application will facilitate the review.

7.2 Indicate in a) and b) the proposed type of storm drainage and access to the subject land. Select the appropriate type from **Table E**. Attach and provide the servicing information as indicated in Table E.

➤ a) Indicate the proposed storm drainage system

Stormwater Management Pond

➤ b) Indicate the proposed road access

Florence Street/Adelaide Street

➤ c) Is water access proposed?

☐ Yes ☒ No

If **Yes**, attach a description of the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road ☐ Attached

➤ d) Is the preliminary stormwater management report attached?

☒ Yes ☐ No

If not attached as a separate report, in what report can it be found?

Table E - Storm Drainage, Road Access and Water Access

Service Type		Potential Information/Reports
Storm Drainage	a) Sewers	A preliminary stormwater management report is recommended and should be prepared concurrent with any hydrogeological reports for submission with the application. A stormwater management plan will be needed prior to final approval of a plan of subdivision or as a requirement of site plan approval
	b) Ditches or Swales	
	c) Other	
Road Access	a) Provincial highway	Application for an access permit should be made prior to submitting this application. An access permit is required from MTO before any development can occur
	b) Municipal or other public road maintained all year	Detailed road alignment and access will be confirmed when the development application is made
	c) Municipal road maintained seasonally	Subdivision or condominium development may not be permitted on seasonally maintained roads. Confirm with the local municipality.
	d) Right of way	Access by right of ways on private roads may be permitted, in certain areas and as part of condominium. Confirm with the local municipality.
Water Access		Information from the owner of the docking facility on the capacity to accommodate the proposal will assist the review

➤ **7.3 Name of servicing information/reports**

Hydrogeological Report –

NA

Servicing Options Report –

Serviceability and Conceptual Stormwater Management Report

Preliminary Stormwater Management Report –

Serviceability and Conceptual Stormwater Management Report

NOTES:

1. If the plan would permit development of more than five lots or units on privately owned and operated individual or communal wells, (a) a servicing options report and (b) a hydrogeological report are required.
2. If the plan would permit development of five or more lots or units on privately owned and operated individual or communal septic systems, (a) a servicing options report and (b) a hydrogeological report are required.
3. If the plan would permit development of fewer than five lots or units on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed, (a) a servicing options report and (b) a hydrogeological report.
4. If the plan would permit development of fewer than five lots or units on privately owned and operated individual or communal septic systems, and 4500 litres of effluent or less would be produced per day as a result of the development being completed, a hydrogeological report is required.

8. OTHER INFORMATION

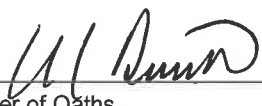
- 8.1 Is there any other information that may be useful to the County in reviewing this development proposal (e.g. efforts made to resolve outstanding objections or concerns)? If so, explain below or attach a separate page.

See Planning Rationale Report

9. AFFIDAVIT OR SWORN DECLARATION

- I/We, STEVE PRITZ of the TOWN OF CARLETON PLACE in the COUNTY OF LAMARK make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me
at the TOWN OF CARLETON PLACE
in the COUNTY OF LAMARK
this 20 day of MAY, 2021


Commissioner of Oaths
KENNETH J. BENNETT
SOLICITOR, NOTARY PUBLIC
MACKLEM HOUSE
32 BECKWITH STREET
CARLETON PLACE, ONTARIO
K7C 2T2


Applicant

Applicant

10. AUTHORIZATIONS

- 10.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

Authorization of Owner(s) for Agent to Make the Application

- I/We, Archie Albert Evoy am/are the owner(s) of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and I authorize Novatech to make this application on my behalf.

May 20, 2021
Date


Signature of Owner

Signature of Owner

10.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

Authorization of Owner(s) for Agent to Provide Personal Information

I/We, Archie Albert Evoy am /are the owner (s) of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I authorize Novatech, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

May 20, 2021
Date


Signature of Owner

Date

Signature of Owner

11. CONSENT OF THE OWNER(S)

Complete the consent of the owner concerning personal information set out below.

Consent of the Owner(s) to the Use and Disclosure of Personal Information

I/We, Archie Albert Evoy am/are the owner(s) of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and acknowledge that certain personal information is collected and distributed to public bodies under the authority of the **Planning Act**.

For the purposes of the **Freedom of Information and Protection of Privacy Act**, I further authorize and consent to the use of my name in any Notices required under the authority of the Planning Act for the purpose of processing this application.

May 20, 2021
Date


Signature of Owner

Date

Signature of Owner

12. AGREEMENT TO INDEMNIFY

The Owner/Applicant agrees to reimburse and indemnify the Corporation of the County of Lanark (hereinafter referred to as the "County") for all fees and expenses incurred by the County to process the application for plan of subdivision or condominium, as the case may be, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal if necessary to defend the County's decision to support the application.

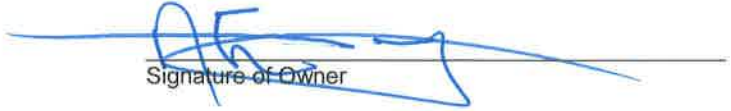
Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the County may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

Attached to this application is a cheque payable to "Lanark County" representing payment of the application fee.

The Owner/Applicant further agrees to provide the municipality, upon request, a deposit against which the County may, from time to time charge against the deposit any fees and expenses incurred by the County in order to process the application. If such fees and expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the County with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days.

The Owner/Applicant further agrees that, upon request by the County from time to time, the Owner/Applicant shall make such additional deposits as the County considers necessary, and until such requests have been complied with, the County will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application.

May 20, 2021
Date


Signature of Owner

Date

Signature of Owner

The County will assign a File Number for complete applications and this number should be used in all communications with the County.

Applicant's Checklist:

Have you remembered to attach:

Yes

- 5 completed application forms (1 original and 4 copies)?
(Ensure you have a copy for yourself) ☐
- 5 copies of the draft plan with key maps, folded to 8½" X 14" size? ☐
- 5 copies of the draft plan reduced to 8½" X 14" size? ☐
- 5 copies of the information/reports as indicated in the application form? ☐
- 2 copy of the registered transfer/deed for the subject lands? ☐
- 5 copies of the planning rationale? ☐
- 15 CD's containing a copy of the plan, application form, all relevant Reports and the planning rationale? ☐
- The required fee and deposit, either as a certified cheque or money order, payable to Lanark County? ☐

FORWARD TO:

Lanark County
Planning Department
99 Christie Lake Rd.
Perth, Ontario K7H 3C6