



Planning Compliance Certificate

Prior to submitting a Building Permit Application, property owners are required to obtain a Planning Compliance Certificate for any proposed development. Planning staff will review the information provided to confirm the proposed development complies with the Zoning provisions.

The Planning Compliance Certificate is valid for six (6) months from the date of issuance, unless there is an amendment to the Zoning By-law during this time.

The following items must be provided:

- Planning Compliance Certificate form
- A site plan of the subject property including the following details*:
 - Entire property, labelling the lot area and frontage
 - All buildings and structures (including sheds, porches decks, gazebos, etc.)
 - Dimensions of buildings/structures
 - The distance between the closest point of each building or structure and the lots lines
 - The distance between buildings and/or structures
 - Location of septic system(s) and well(s), including distance from proposed development
 - Location of hydro lines, easements, etc.

*If the site plan does not include the required details, the form may be deemed incomplete and returned to the applicant. Please contact the Planning department with any questions regarding the requirements.

- Non-Refundable Fee \$80 (Separate from Building Permit Application fee)
 - The fee can be provided by e-transfer to treasurer@northfrontenac.ca (in the notes field enter 'Planning Compliance Certificate – Your name – Civic Address '); or by cash, cheque or debit at the Township Office

The Planning Compliance form can be submitted electronically to deputyclerk@northfrontenac.ca; or submitted in person to the Municipal Office at 6648 Road 506, Plevna.



Township of North Frontenac



Planning Compliance Certificate

Name(s) of Property Owner(s): _____

Primary Contact Number: _____

Email Address: _____

Assessment Roll Number: 1042 _____

Civic Address: _____

Property Features (Select all applicable features)

1. Is the subject property located on a waterbody? Yes No

If yes, answer questions 2-5.

If no, proceed to question 6.

2. Name of Waterbody _____

3. Has the Shore Road Allowance been purchased? Yes No Unknown

4. Are there existing structures within 30 metres of the water? Yes No

If yes, please provide the following information:

Structure #1: _____

Area _____ Waterbody Setback _____ Number of Storeys _____

Structure #2: _____

Area _____ Waterbody Setback _____ Number of Storeys _____

5. Is the subject property within 300 metres of a lake trout lake (either at-capacity or not at-capacity)? Yes No

6. Is there a Wetland area or Marsh on the property? Yes No

7. Is there a steep slope (greater than 3:1) on the property? Yes No

Please identify any other property features: _____

Description of Existing Development:

Structure #1: _____

Area _____ Setback from Water or Road _____ Number of Storeys _____

Structure #2: _____

Area _____ Setback from Water or Road _____ Number of Storeys _____

Structure #3: _____

Area _____ Setback from Water or Road _____ Number of Storeys _____

Note: If there are more than three (3) structures on the property, please include these on the site plan.

Description of Proposed Development:

Structure #1: _____

Area _____ Number of Storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

Structure #2: _____

Area _____ Number of Storeys _____

Front Yard Setback (Waterbody*) _____ Rear Yard Setback (Road**) _____

Side Yard Setback _____ Side Yard Setback _____

* Front Yard Setback (Waterbody): If the lot has waterfrontage, the front yard is the area extending from the nearest part of any building or structure to the high water mark.

** Rear Setback: If the lot has waterfrontage, the rear yard is the area extending from the nearest part of any building or structure to the lot line opposite the shoreline.

- I declare the information entered on this form and all the attached documents are true and correct to the best of my knowledge. It is understood the Owner/Agent bears the sole responsibility to meet zoning and property setback requirements including, but not limited to, separation of structures from the high water mark, lot lines, septic systems and other structures. The Township takes no responsibility should problems arise during building placement.

- I hereby acknowledge that the issuance of a Planning Compliance Certificate; a Building Permit and/or a general site review by Planning or Building staff is not confirmation that all required zoning and property setbacks have been adhered to.

Signature of Property Owner _____

Date: _____