



# Development Agreement & MPS/LUB Amendment Application

## 1. Application Type

- Development Agreement                       Development Agreement Amendment
- Map/Text Amendments to the Land Use By-Law and/or Municipal Planning Strategy

## 2. Property Information

Address of subject property (street number and name):

Present use of subject land:

Proposed use of subject land:

## 3. Property Owner Information

Name of registered owner (as it appears on Deed):

Address:

Telephone:

Fax:

Email:

## 4. Applicant Information

Name:

Applicant is:     Owner     Agent     Lawyer     Contractor     Other \_\_\_\_\_

Address:

Telephone:

Fax:

Email:

## 5. Site information

Existing Lot Area:

Existing Lot Frontage:

Existing Lot Depth:

## 6. General Building Information

No. of buildings to be retained: Existing: \_\_\_\_\_ + Proposed \_\_\_\_\_ = Total: \_\_\_\_\_

| Existing Buildings               |  | Proposed Buildings               |  |
|----------------------------------|--|----------------------------------|--|
| Residential gross floor area     |  | Residential gross floor area     |  |
| Non-residential gross floor area |  | Non-residential gross floor area |  |

Total gross floor area of project when it is complete: \_\_\_\_\_

Height of building(s): Existing: \_\_\_\_\_ Proposed \_\_\_\_\_

Type of residential tenure:  Rental     Freehold     Condo    Other: \_\_\_\_\_

*Note: Please attach additional building information as necessary*

**7. Minimum Setbacks**

| Existing Buildings |  | Proposed Buildings |  |
|--------------------|--|--------------------|--|
| Front yard         |  | Front yard         |  |
| Rear yard          |  | Rear yard          |  |
| Side yard          |  | Side yard          |  |
| Flankage yard      |  | Flankage yard      |  |

*Note: Please attach additional setback information as necessary*

**8. Parking Information**

Total number of parking spaces proposed: \_\_\_\_\_

Type of parking proposed:     Surface # \_\_\_\_\_     Attached garage # \_\_\_\_\_  
 Detached garage # \_\_\_\_\_     Underground # \_\_\_\_\_     Off-site lease # \_\_\_\_\_

**9. Zoning Information**

Current Zone: \_\_\_\_\_ Proposed Zone: \_\_\_\_\_

**10. Servicing Information**

Municipal Water:     available     connected  
Municipal Sanitary:     available     connected  
Municipal Storm Sewer:     available     connected  
Other (septic) \_\_\_\_\_

**11. Application Fees**

|                          |   |  |
|--------------------------|---|--|
| <input type="checkbox"/> | MPS/LUB Amendment(s)                                | \$300 fee (code: TMMA)<br>\$500 advertising deposit (code: TMMS) |
| <input type="checkbox"/> | Development Agreement                               | \$200 fee (code: TMDG)<br>\$500 advertising deposit (code: TMDE) |
| <input type="checkbox"/> | Development Agreement Amendment ("Substantial")     | \$200 fee (code: TMAA)<br>\$500 advertising deposit (code: TMDE) |
| <input type="checkbox"/> | Development Agreement Amendment ("Non-Substantial") | \$100 fee (code: TMAA)<br>\$200 advertising deposit (code: TMDE) |

**Notes:**

1. *The application review process will not commence until full payment is submitted with a completed application form.*
2. *The Planning Department strongly recommends that applicants meet with staff to discuss their development proposal prior to submitting this application.*
3. *Please make out all cheques to the "Town of Bridgewater". At the end of the statutory review process, the unused balance of the advertising deposit will be returned to the applicant.*
4. *At the time of Building Permit issuance, fees for MPS/LUB Amendments and Development Agreements only will be fully refunded in accordance with Town Policy No. 69.*

## Owner and Applicant Declaration

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*Authorization of Agent/Lawyer/Contractor (please print):*

I/We \_\_\_\_\_ authorize \_\_\_\_\_  
\_\_\_\_\_ to act as agent/lawyer/contractor and sign the application  
form to the Town of Bridgewater on my/our behalf for the lands known  
as \_\_\_\_\_.

*Declaration of the Land Owner (please print):*

I/We \_\_\_\_\_ do solemnly declare that as of the date of  
this application, I am the registered owner of the lands described in the application. I have examined  
the contents of the application, and certify that the information submitted with it is accurate and concur  
with the submission of the application.

Name of land owner \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name of land owner (if multiple) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Submission Requirements

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1. Detailed covering letter, completed application form, application fee and advertising deposit
2. **Site plan drawings including the following:**
  - Detailed site plan drawings prepared at a metric scale OR one inch equals 10, 20, 30, 40, 50, 60, or 100 feet;
  - Identification and written dimensions of the width of existing and proposed perimeter and interior streets, other right-of-ways, and easements;
  - Location, identification and dimensions of proposed lot(s);
  - Location map identifying the boundaries of the property in relation to major streets;
  - Location of existing and proposed buildings and structures with written dimensions of setbacks from proposed/existing street right-of-way(s), property lines, dimensions of building width and length, number of proposed floors, proposed gross floor area, number of units per floor and total, etc.;
  - Identification of proposed use or uses within each building, building entrances and exits, docks or other service entrances, outdoor storage and sales area, and other paved areas;
  - Location of existing and proposed parking spaces, loading spaces and aisles with space dimensions and identified setbacks from existing/proposed street right-of-ways and property lines;
  - Location and identification of any proposed and existing site features to be retained, including storm water detention areas, retaining walls, and other pertinent features;
  - Location and identification of existing and proposed signage with setback dimensions from existing/proposed street right-of-ways and property lines;
  - Identification of proposed development phasing and boundaries by phase;
  - Existing and proposed topography, with contours at an interval of not less than five (5) feet or the metric equivalent and the approximate first floor elevations of the building(s);
  - North arrow;
  - Name, address, and phone number of person(s) or firm that prepared the site plan; and
  - The date the plan was prepared and/or revised.
3. **Other submission requirements:**
  - A legal description of the subject property entitled "Schedule A"
  - Elevation drawings of buildings/structures identifying architectural features entitled "Schedule B"
  - A general plan for landscaping, signage and lighting entitled "Schedule C"

Please submit a minimum of five (5) copies of all plans, folded to a maximum size of 8½" x 14" with the completed application form and required fees.

Development Agreement and MPS/LUB amendment applications take a minimum of three and a half (3 1/2) months for completion from the date of submission of a complete application. Larger projects may require a longer process depending on their complexity.