



7855 Sideroad 30  
Alliston, ON L9R 1V1

Telephone: 705-434-5055  
Fax: 705-434-5051

**PRE-APPLICATION  
CONSULTATION  
REQUEST FORM**

FOR OFFICE USE ONLY	
Application Received By:	
Application File Number:	Date Received:
Assigned Application File Name:	
Previous Related Application Numbers on the Property:	

**PLEASE READ BEFORE COMPLETING APPLICATION**

*You are responsible for ensuring that you have submitted a complete application including all prescribed information. If your proposal requires amendments to the Township Official Plan or Zoning By-law, you must provide appropriate information and justification to support your request. Incomplete and illegible applications will be returned to applicant until satisfactory.*

**1. APPLICANT INFORMATION**

**1.1 Applicant(s) Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**1.2 Owner(s) Name (If Different from Above):** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**1.3 Agent's Name & Firm:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**1.4 The primary contact for all matters relating to this application (pick one):**

- Applicant
  Owner
  Agent

**1.5 Preferred meeting type (please ensure email address is clearly indicated above):**

- In-Person
  Microsoft Teams



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**2. LEGAL DESCRIPTION**

Lot: \_\_\_\_\_ Concession: \_\_\_\_\_

Registered Plan: \_\_\_\_\_ Lot Number: \_\_\_\_\_

Municipal Address: \_\_\_\_\_

**3. EXISTING PROPERTY INFORMATION**

Describe the Current Use

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Describe buildings or structures on the property, including natural features

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**4. CURRENT ZONING & OFFICIAL PLAN DESIGNATION**

Current Official Plan Designation

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Does the proposal comply with the Current Official Plan Designation?

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Current Zoning

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Does the proposal comply with the Current Zoning?

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**5. DETAILED DESCRIPTION OF PROPOSED DEVELOPMENT**

Proposed Application Type:

- Official Plan Amendment
- Site Plan Application
- Zoning By-Law Amendment
- Plan of Subdivision
- Plan of Condominium
- Consent
- Minor Variance

**6. DESCRIPTION OF PROPOSAL**

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Additional Information/Drawing Included: YES / NO

**7. APPLICATION DECLARATION**

I, \_\_\_\_\_, solemnly declare that I am (choose one of the following)  The Owner  An Officer / Employee of the Owner  The Agent of the Owner and that all above statements contained within this application are true and accurate.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**8. PERMISSION TO ENTER**

The Applicant acknowledges that a site visit may be required and authorizes the Town staff to enter onto the subject lands for the purpose of reviewing this Application.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_