



Rural Municipality of Miltonvale Park

7B New Glasgow Road – Rte. 224 North Milton PE C1E 0S7

Tel.: (902) 368-3090

E-mail: develop@miltonvalepark.com

Fax: (902) 368-1152

Website: www.miltonvalepark.com

APPLICATION FOR DEVELOPMENT APPROVAL

pursuant to clause 3.2(1) of the Rural Municipality of Miltonvale Park Zoning & Subdivision Control (Development) Bylaw 2019

1. Parcel Information (Please print)

Parcel owner's name: _____ Tel no.: _____

Parcel owner's mailing address: _____ Postal Code: _____

Email: _____ Property tax no. _____ Date of acquisition: _____

Civic address number: Yes () No () If yes, state number & street: _____

2. Applicant Information

Applicant's name (if different than parcel owner): _____

Mailing address: _____ Postal Code: _____

Telephone: _____ Email: _____

3. Highway Access Information

Will the development require the creation of a new highway access driveway or relocation of an existing access driveway? Yes () No ()

4. Development Information

• The proposal consists of:

Constructing a new building/structure () Altering an existing building/structure ()

Moving/demolishing a building/structure () Changing the use of a parcel or structure ()

Other development (); describe _____

• The existing use of the parcel is: Single detached dwelling () Agricultural () Commercial ()

Other (specify) _____

• The proposed use of the () new or () existing building, structure or parcel is:

Single detached dwelling () Duplex dwelling () Multi-family () Modular home ()

Mini home () Commercial () Industrial () Agricultural ()

Pool () Deck () Other (specify) _____

• Estimated Cost of Project: \$ _____

• The planned start date of the project is: _____ and the completion date is: _____

5. Size of Proposed Building, Structure, Addition or Development

Number of stories: _____ Height: _____ ft. Number of bedrooms: _____

Main building:

Addition:

1st floor _____ ft. x _____ ft. = _____ ft²

1st floor _____ ft. x _____ ft. = _____ ft²

2nd floor _____ ft. x _____ ft. = _____ ft²

2nd floor _____ ft. x _____ ft. = _____ ft²

Total area _____ ft²

Total area _____ ft²

Accessory building:

1st floor _____ ft. x _____ ft. = _____ ft²

2nd floor _____ ft. x _____ ft. = _____ ft²

Total area _____ ft²

Other structure or development:

_____ ft. x _____ ft. = _____ ft²

_____ ft. x _____ ft. = _____ ft²

Total area _____ ft²

6. Servicing

Are you installing or upgrading a sewage disposal system? Yes () No ()

If not, please explain: _____

Are you constructing an on-site well? Yes () No ()

If not, please explain: _____

If an addition or moving a building or structure on the parcel, will any portion of the proposed addition, building or structure cover an existing well? Yes () No ()

If an addition or moving a building or structure on the parcel, will any portion of the proposed addition, building or structure be less than 20 feet from a sewage disposal system? Yes () No ()

Are you installing underground fuel storage, other than an oil tank in the basement? Yes () No ()

7. Location of Proposed Building, Structure or Addition

Distance to the center line of the nearest highway or right-of-way: _____ ft.

Distance to the nearest lot line: _____ ft.

Distance to a watercourse, wetland or salt water body within 30 m (100 ft.) of parcel: _____ ft.

8. Mini/Modular Home Application Only

Factory built: Yes () No () Model name: _____ Age of home: _____

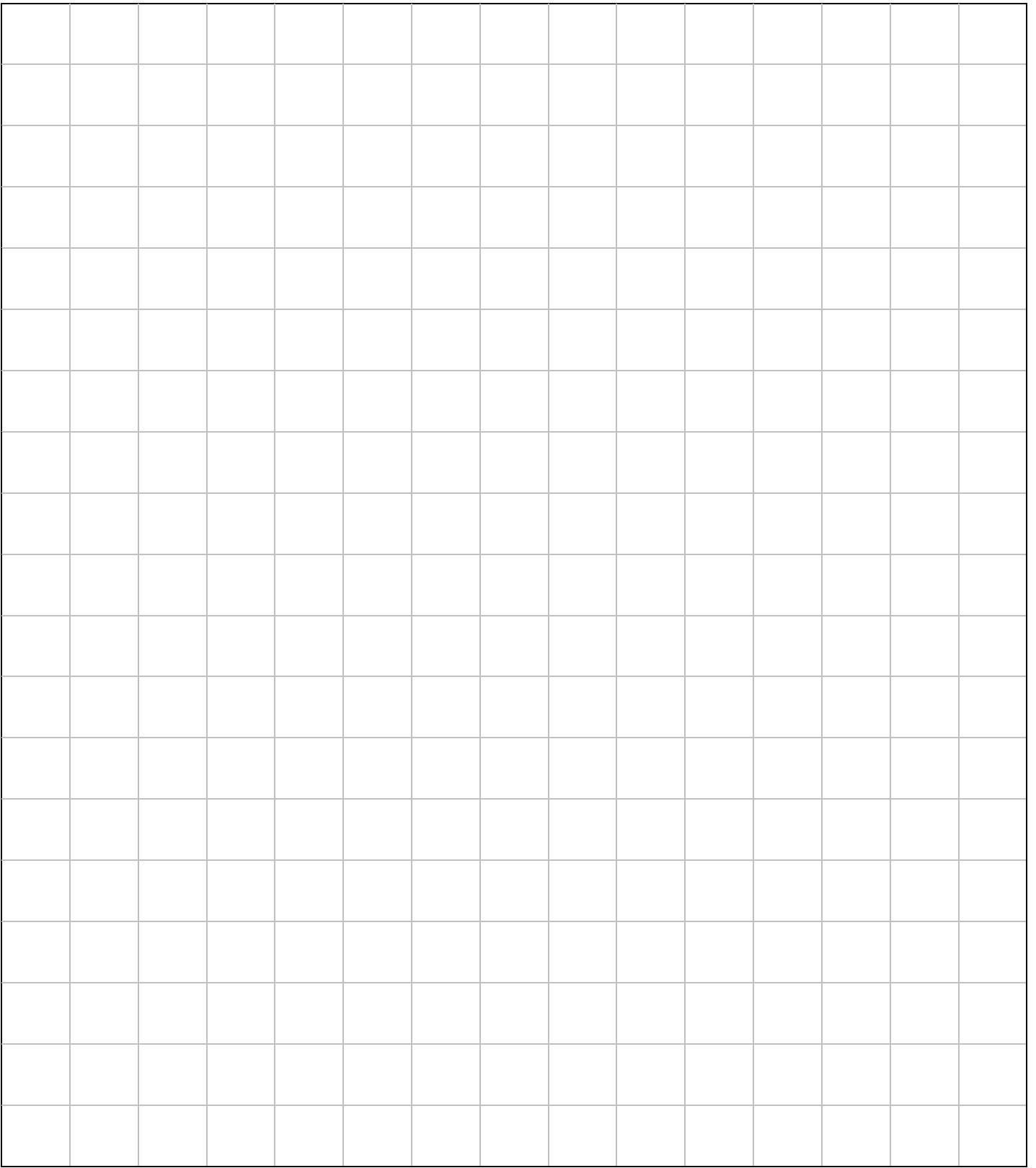
Size of home: Length _____ ft. Width _____ ft. Number of bedrooms: _____

9. Development Permit Application Sketch

The following information must, where applicable, be shown to scale.

- i. The shape, dimensions and area of the lot;
- ii. The distance from the lot lines and dimensions of the building or structure being proposed;
- iii. The distance from the lot lines and dimensions of every building or structure already erected on the lot and the general location of buildings on abutting lots;
- iv. The proposed location and dimensions of any well, sewerage disposal system, parking space, parking lot, loading space, entrance way, and landscaping on the lot;
- v. The proposed use of the lot and each building or structure to be developed; and
- vi. Other information the Development Officer deems necessary to determine if the proposed development conforms to the requirements of this bylaw.

Draw sketch on the following page.



10. Certification

I hereby certify that, to the best of my knowledge and ability, the information provided in this form is true and complete in all respects.

Signature of parcel owner or his authorized agent

Date

The application and application fee (cheque payable to Rural Municipality of Miltonvale Park) must be sent or delivered to the above address. For further information and assistance, please visit the Municipal Office at the Milton Community Hall (7 New Glasgow Road-Rte 224) on Monday mornings (spring-fall) or telephone the Office at (902) 368-3090.

Non-identifying information contained on this form will be posted on the PEI Parcel Planning Website and in the municipality, as per provincial requirements.

For Municipality Use Only: Date Application Received: _____ Fee Received _____

Notes:

1. Pursuant to clause 4.1(3) of the Bylaw, where an entrance way permit is required under the *Highway Access Regulations* prescribed under the *Roads Act*, its issuance shall be a condition precedent for approval of a *subdivision* or a *Development Permit*.
2. A **surface drainage plan**, signed and sealed by a licensed engineer or landscape architect, shall be submitted with a *development* application for:
 - a. A change to the *grade*, when no *building* or *structure* is proposed, that involves:
 - Placing or dumping fill or other material on a *lot*;
 - Excavating and removing soil from a *lot*; or
 - Any alteration or change to the existing *grade* within the minimum setbacks of the *lot*.
 - b. A *building* or *structure*:
 - With a *building footprint* greater than 65 square metres (700 square feet) and a proposed setback of less than 15.3 metres (50 feet) from any lot line, existing building or structure, excluding accessory buildings, and where the development requires no alteration or change to the existing grade within the minimum setbacks of the lot;
 - With a *lot coverage* greater than 10%; or
 - With a *building footprint* greater than 20 square metres (215 square feet) on a *lot* with less than 30 metres (100 feet) of *lot frontage* or less than 1,858 square metres (20,000 square feet) in *lot area*.
3. A *surface drainage plan* is not required for:
 - A development that conforms with a preapproved storm water management plan as prepared for subdivision approval of the lot;
 - A *building* or *structure* that is built on raised sono-tubes or piles and will not affect the natural and existing flow for drainage on a *lot*; or
 - The replacement of a *building* or *structure* with a *building* or *structure* of the same size and in the same general location, provided no changes are being made to the *grade* of the *lot*.
4. A *surface drainage plan* shall include the following information:
 - The existing and proposed *grade* elevations relative to any adjoining *lot* and *highway*;
 - The surface water management strategies to be used (i.e., swales, berms, ditches, etc.) when applicable, and the proposed surface drainage flow as designed to prevent surface water run-off from the *lot* in question onto any adjoining *lot* or *highway*.
 - The finished floor or foundation elevation of any existing *building(s)* on the *lot* and on any adjacent *lot* located within 15 metres (49 feet) of the adjoining *lot line*; and
 - The proposed surface, finished floor or foundation elevation of the proposed *building* or *structure*.
5. For properties with, or located adjacent to, a *watercourse* or *wetland*, the site plan and/or *surface drainage plan* shall also include the location of any buffer zone as defined in the *Watercourse and Wetland Protection Regulations* prescribed under the *Environmental Protection Act*, R.S.P.E.I. 1988, c. E-9.
6. A site plan and *surface drainage plan* may be submitted together as a single plan of the proposed *development*.



Rural Municipality of Miltonvale Park
 Prince Edward Island Architects Act Compliance Declaration
 for Development/Building Permit Applications

Parcel/Applicant Information: (to be completed by property owner and/or permit applicant, as applicable)

Property Owner: _____ Property Tax no. (PID): _____

Civic Address/Location of proposed development: _____

Building type and land use of proposed development: _____

Permit Applicant (if different from parcel owner): _____

Contact Info (phone and/or email): _____

Instructions: Complete Section 1, OR Section 2, as applicable to the proposed development.

Section 1 – The proposed development is exempt from the requirements of the *Architects Act* and is one of the following building types and/or land uses (please initial that which applies to the proposed development):

<input type="checkbox"/>	Single detached dwelling (not more than 3 storeys) (<i>Section 25.3.a</i>)
<input type="checkbox"/>	Attached dwelling units (duplex or semi-detached dwelling units) – whereas each unit is constructed directly on grade, and is not more than 3 storeys (<i>Section 25.3.a</i>)
<input type="checkbox"/>	Three (3) or more dwelling units (townhouse, apartments etc.) - whereas each unit is constructed directly on grade and no dwelling unit is constructed above another dwelling unit; and, it is not more than 600 m ² in building area (<i>Section 25.3.a</i>)
<input type="checkbox"/>	An alteration within a dwelling unit, complying with the provisions of the <i>National Building Code</i> , and the alteration is not likely to produce a reduction in the structural integrity of the building or the safety of a fire system or fire separation, fire walls or person in the building (<i>Section 25.3.e</i>)
<input type="checkbox"/>	An interior fit-up, complying with the provisions of the <i>National Building Code</i> , of a building regardless of occupancy type, and the design is not or is not likely to produce a reduction in the structural integrity of the building or the safety of: <ul style="list-style-type: none"> i. A fire safety system or fire separation, ii. A main entrance or public corridor on a floor, iii. The construction or location of an exterior wall, or iv. The useable floor space through the addition of a mezzanine, infill or other similar element of a building. (<i>Section 25.3.d</i>)
<input type="checkbox"/>	A building to be used for farming purposes (<i>Section 25.3.f</i>)
<input type="checkbox"/>	A building used in the extraction, processing or storage of ore from a mine (<i>25.3.b</i>)

Signature of Applicant _____ Date _____

Section 2 – The proposed development is not exempt from the requirements of the *Architects Act* as per Section 1, however an architect is NOT required for the preparation or provision of design drawings for the construction of the proposed building, for one of the following reasons (please initial that which applies to the proposed development):

<input type="checkbox"/>	The drawings for the proposed development have been prepared by a professional engineer or other as entitled under the <i>Engineering Profession Act R.S.P.E.I 1988, Cap. E-8.1. (Section 25.3.g)</i>
<input type="checkbox"/>	A licensed architect, and member of the Architects Association of Prince Edward Island, has reviewed the proposed development and confirmed that the proposed development does not require an architect for the preparation or provision of design drawings for the construction of such a building.

Signature of Architect and/or Engineer _____
 Date _____

Stamp of Signing Authority