



The Corporation of the  
**Township of Georgian Bay**  
**LICENCE OF OCCUPATION APPLICATION**

99 Lone Pine Road  
 Port Severn, ON L0K 1S0

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OFFICE USE ONLY			
<b>Date Received:</b>		<b>Application No:</b>	
<b>Received By:</b>		<b>Fees Paid:</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Date Accepted:</b>		<b>Complete Application:</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>

**COMPLETENESS OF THE APPLICATION:** This application form sets out the information that must be provided by the applicant, as prescribed in the various Ontario Regulations made under the Planning Act. It also sets out other information that will assist the Township and others in their planning evaluation of the proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. If the requested information, including the plans and fee, is not provided, the Township will return the application or refuse to further consider the application until the information, plans and fee have been provided.

<b>1. Applicant:</b>	
Name(s)	DOB (YYYY-MM-DD):
	DOB (YYYY-MM-DD):
Mailing Address	
Telephone No.	
Email Address	
<b>2. Solicitor: (if applicable)</b>	
Name	
Mailing Address	
Telephone No.	
Email Address	
<b>3. Agent: (if applicable)</b>	
Name	
Mailing Address	
Telephone No.	
Email Address	

<b>4. Subject Lands:</b>	
Civic Address	
Roll Number	
Legal Description	
Waterbody	
Zoning	
Any open / outstanding Building Permits on the property?    Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason for requesting Licence of Occupation: <hr/> <hr/> <hr/> <hr/> <hr/>	
Concurrent Severance Application Number: (if applicable)	
Concurrent Minor Variance Number: (if applicable)	
<p>The following should be provided by the Applicant before this application will be accepted for processing:</p> <ol style="list-style-type: none"> <li>1. Key Plan – showing the general location of the property in relation to adjacent roads, highways, water bodies, urban areas, etc.</li> <li>2. Sketch Plan – showing the property to scale with dimensions, adjacent properties and utility or other easements.</li> <li>3. The Municipality may require a survey sketch in some circumstances for accuracy purposes.</li> </ol>	
<p><b>The Municipality will eventually require a Certificate of Insurance to maintain comprehensive general liability insurance in the minimum amount of \$2,000,000; the Township of Georgian Bay shall be listed as additionally insured.</b></p>	

**FEES SCHEDULE**

Licence of Occupation Administration Fee  \$565.00

Licence of Occupation Annual Renewal Fee  \$282.50

Temporary Licence of Occupation Administration Fee  \$282.50

**I/we certify that all statements and information provided in this application are true, accurate and current.**

**X**

Applicant

**X**

Applicant

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

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