Town of Cornwall
so much to offer...

15 MERCEDES DRIVE
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Date Received: _____ Application Fee Pd: ☐ **Yes** ☐ **No** Receipt #: _____ File #: _____ Map #: ___

APPLICATION FEES:	**FEE:**
☐ VARIANCE	$50 up to $400
☐ PRELIMINARY APPROVAL OF A PLAN OF SUBDIVISION	$300 - $400 + $25/lot
☐ LOT CONSOLIDATION OR SEVERANCE	$150
☐ SUBDIVISION OF ATTACHED BUILDING	$300
☐ AMENDMENT TO THE ZONING BYLAW OR OFFICIAL PLAN	$500+Notification Fees for newspaper ads and/or postage (if applicable)
☐ CHANGE OF USE	$100+Notification Fees for newspaper ads and/or postage (if applicable)

**** In addition to the Application Fees, advertising & postage fees may be applicable if public notification is required****

APPLICATION WILL NOT BE ACCEPTED WITHOUT FULL PAYMENT OF FEES

1. **Name and address of applicant:**
   Name..... Street Address .....
   Mailing Address..... Telephone No.....

2. **Location of subject property:**
   Street Address..... Property Tax No (PID).....

3. **Name and address of landowner:** ☐ Check here if same as applicant
   Name..... Street Address .....
   Mailing Address..... Telephone No.....

4. **Present use of subject property:**
   .....
   .....

5. **Proposed use of subject property:**
   .....
   .....

6. **Existing zoning:** ..... 7. **Proposed zoning:** .....

8. **Engineer:**
   Name..... Telephone No .....

9. **Surveyor:**
   Name..... Telephone No .....

10. **If applying for subdivision:**
    Total number of proposed lots: ..... Zoning of all lots: .....

11. **Municipal utilities and services available to the property:**

Services	Yes	No
Municipal Water	☐	☐
Municipal Sanitary Sewer	☐	☐

12. **Have there been any previous applications submitted with respect to the subject property?**
☐ YES ☐ NO

If yes, please describe briefly:
.....
.....

13. **Information to accompany this application (1 copy of each document):**

☐ i) An actual or photocopied Survey Plan prepared by a licensed PEI land surveyor or a plan deemed suitable by the Development Officer showing the subject land.

ii) On a second photocopied survey plan, show all proposed changes including the following:
- all existing property lines
- all buildings or expansion of existing buildings, including accessory buildings
- location and size of all utility and Town easements
- required building setbacks. Plans must be submitted in a scale not smaller than 1:1000.

☐ Applications involving proposed buildings must include a floor plan indicating the ground floor area, total floor area, number of stories, number of units, and the width, length and height of the building.

☐ Letter of intent providing a detailed description of the proposal.

☐ If applying for subdivision, indicate on the plan the total area to be subdivided including the number of lots, location and width of streets, public land dedication, natural features including streams, rivers, swamps, wooded areas, and areas subject to flooding or erosion. In addition, indicate any existing buildings on the property and whether they are to be retained, demolished or changed externally.

☐ The appropriate application fee.

☐ Signature of the property owner or attach written permission of the owner.

I HEREBY CERTIFY THAT THE FOREGOING INFORMATION IS CORRECT.

_____ _____

Signature of Landowner / Date **Signature of Applicant or Agent / Date**

Comments of the Planning Board and/or Council
.....
Date.....20.....

_____ _____

Development Officer **Date Received**