

The City of Barrie Development Services Department has provided a formal Exemption from the Full Site Plan Approval process to facilitate minor developments and/or site alterations on any lands subject to Site Plan Control which may not require a Full Site Plan Approval.

Exemption from the Full Site Plan Approval process is at the discretion of the Director of Development Services and is subject to a technical review by various City departments.

All applicable portions of the attached Exemption from Full Site Plan Approval Application Form must be completed.

**This application can be submitted digitally through the City's online application portal (APLI) on [www.barrie.ca](http://www.barrie.ca).**

To deem an application complete, the following information is required:

- Complete and signed application form;
- Required fee;
- One (1) digital copy in PDF format of all required drawings
- Paper copies of drawings and reports may be required upon request

Once a complete application has been received, Development Services staff will review the application and determine whether the proposal is appropriate for exemption consideration. The submission will be circulated to internal departments, as applicable. The application will not be circulated for review to any applicable external agencies.

The process may allow applicants to proceed to a Building Permit (if required) without being subject to the Full Site Plan Approval process and allows staff to ensure that the requirements of the City are satisfied.

*For reference, the City of Barrie Official Plan, Zoning By-law, Urban Design Guidelines for Intensification Areas, Urban Design (Site Plan) Manual and other planning related documents are available for purchase from the Legislative & Court Services Office or available on the City's website at [www.barrie.ca](http://www.barrie.ca).*

*Should you have questions regarding the filing of your Exemption from Full Site Plan Approval Application, please contact the City of Barrie Development Services Department at (705) 726-4242.*



Development Services  
Department

**OFFICE USE ONLY**

FEE:	_____
DATE:	_____
FILE NO.:	_____

## EXEMPTION FROM FULL SITE PLAN APPROVAL APPLICATION FORM

**Fee \$1,099.19**

Note: This is a flat, non-refundable fee.

*Payment of application fees can be made to Service Barrie by Cash, Cheque or Debit.*

### APPLICANT INFORMATION

**Registered Owner** \_\_\_\_\_ Tel. No. \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

E-mail Address \_\_\_\_\_ Fax No. \_\_\_\_\_

Owner's Authorization Letter (please attach if applicant is not the owner).

**Name of Applicant** \_\_\_\_\_ Tel. No. \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Email Address \_\_\_\_\_ Fax No. \_\_\_\_\_

**Name of Agent, Solicitor or Consultant** \_\_\_\_\_ Tel. No. \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

E-mail Address \_\_\_\_\_ Fax No. \_\_\_\_\_

**Signature of Registered Owner** \_\_\_\_\_

I have examined the contents of this application and concept plan submitted and certify that the information provided is correct and true to my knowledge.

Have you had any previous discussions with Planning staff with respect to this proposal?

Yes       No

If yes, with who have you consulted? \_\_\_\_\_

Has this land been the subject of any other application under the *Planning Act* within the last five years? If yes, please list the type of application and file number, if known \_\_\_\_\_

\_\_\_\_\_

# PROPERTY DESCRIPTION

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

Legal Description \_\_\_\_\_ Lot \_\_\_\_\_ Registered Plan No. \_\_\_\_\_

Concession \_\_\_\_\_ Township \_\_\_\_\_  
PIN (Property Identification Number) \_\_\_\_\_

Nearest Intersection \_\_\_\_\_

Lot Area \_\_\_\_\_ (m<sup>2</sup>)

Lot Frontage \_\_\_\_\_ (m)

Current Official Plan Designation \_\_\_\_\_

Current Zoning of Property \_\_\_\_\_

Is the proposed use permitted by By-law? \_\_\_\_\_

Is the property affected by the Regulation limits of any of the following organizations?

NVCA  LSRCA  Metrolinx  MTO

## Site and Building(s)

		Vacant	_____			Developed	_____
<b>Existing Gross</b>	Residential	_____	m <sup>2</sup>	<b>Proposed Gross</b>	Residential	_____	m <sup>2</sup>
	Commercial	_____	m <sup>2</sup>		Commercial	_____	m <sup>2</sup>
	Industrial	_____	m <sup>2</sup>		Industrial	_____	m <sup>2</sup>
	Institutional	_____	m <sup>2</sup>		Institutional	_____	m <sup>2</sup>
Number of Dwelling Units (existing)			_____	Number of Dwelling Units proposed (if known)			_____

## SUBMISSION REQUIREMENTS FOR EXEMPTION FROM FULL SITE PLAN APPROVAL

The following information must be submitted along with the application form and fee.

**Digital (PDF) version of all drawings is required.**

### Site Plan Drawing

- Location (lot lines, main intersection)
- Lot area (m<sup>2</sup>)
- Proposed use(s)
- All proposed and existing buildings & structures with setbacks to property lines
- Loading spaces (if applicable)
- Building area (GFA)
- Roads
- Proposed vehicular access
- Vehicular access points opposite the subject lands
- Parking areas including driveway aisles (with width) and parking spaces (with dimensions)
- Pedestrian access locations and their integration with public sidewalks, trails and roadways
- Fire routes / fire hydrants
- Identify all structures and objects within one (1) meter of the right-of-way and provide setbacks to the right-of-way.
- All signage details including dimensions and setbacks to property lines (including free standing and fascia signs)
- Zoning Standards Matrix:
  - Zoning category (e.g. General Commercial C4)
  - Setbacks and lot lines
  - Lot coverage
  - Height of building
  - Parking requirements, etc.
  - Lot area
  - Gross Floor Area
  - Landscape buffer requirements

### Landscape/Grading Drawing

- Changes in grade and drainage direction
- Site services
- Existing and proposed landscape areas
- Changes to landscaping from approved Site Plan drawings (where applicable)
- Boundary trees and any new or existing fencing

### Elevation Drawings

- Identify all building materials, including any railing and guard details
- Building dimensions including height

**DISCLAIMERS:**

The City of Barrie is not responsible for the use or misuse of the information being received or for the financial implications concerning its implementation.

The information being provided to you by the City of Barrie is reflective of the policies, regulations and standards currently in effect.

The submission of an application for Exemption from Full Site Plan Approval is subject to technical review by various City departments. Approval of the exemption is at the discretion of the Director of Development Services. Additional approvals may be required.

Any Exemption from Full Site Plan Approval shall remain in effect for up to one (1) year. Alterations to drawings previously exempt from Full Site Plan Approval will require a new application.