

All applications must include the written consent of all registered owners of the subject lands, contain complete and accurate information, and include the appropriate fees. **Incomplete applications will not be processed - applications cannot be processed unless all required information has been provided.**

PART 2: APPLICATION DETAILS

Type of planning application: (please check all that apply)

- Land Use By-law Map Amendment (Rezoning): _____ Zone to _____ Zone
- Land Use By-law Text Amendment
- Development Agreement
- Substantive Development Agreement Amendment
- Non-Substantive Development Agreement Amendment
- Development Agreement Discharge

PROJECT INFORMATION

Attach detailed written description/letter of proposed use/development			
Existing Land Use(s)	Commercial		
Existing Residential Units		Existing Commercial Floor Area	1352 sq.m.
Proposed Land Use(s)	As approved by HRM Case # 19060		
Proposed Number of Residential Units		Proposed Gross Commercial Floor Area	
Gross Floor Area of Other Land Uses (ie. industrial, institutional)			
Number of Proposed Residential Units by Type	Studio:	1-bedroom:	2+ bedrooms:
Proposed Maximum Height (in floors and metres)		Number of Buildings Proposed	
Sanitary Service Type		Water Service Type	
Total # of Proposed Parking Spaces:	Vehicle Spaces Indoor:	Vehicle Spaces Outdoor:	

PROPERTY INFORMATION & ENCUMBRANCES

PID	Civic Address	Owner(s) Name
PIDs 41077785 and 4107793	8 Walker Avenue, Sacville	
Are there any easements, restrictive covenants or other encumbrances affecting the subject land(s)?		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If Yes, attach details (ie deeds, instruments etc)		

HERITAGE

Is this a registered Heritage Property? <input type="checkbox"/> Municipal <input type="checkbox"/> Provincial <input type="checkbox"/> Federal <input checked="" type="checkbox"/> No	Does this property abut a registered Heritage Property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are you aware if the site contains any of the following cultural/heritage resources? <input type="checkbox"/> archaeological sites or resources <input type="checkbox"/> buildings, structures, and landscape features of historical significance or value <input type="checkbox"/> cemeteries or known burials	
If yes to any of the above, please provide details of any cultural or heritage resources in the written project description as required under 'Project Information' above	

Part 3: SUPPORTING INFORMATION REQUIREMENTS

Applicants are required to meet with staff before submitting an application.

1. Please contact Planning & Development to arrange of meeting with a planner.
2. Staff will review your request, confirm whether or not planning policies enable you to submit an application, and identity all supporting information requirements.
3. After receiving your application, staff will review it for completeness and advise if any further information is required.

Information Required for ALL APPLICATIONS.

- 1 copy - a written Project/Design rationale (explain the proposal and how it satisfies applicable Municipal Planning Strategy policy & relates to adjacent lands)
- 1 copy - Detailed Site and Floor Plans (*see note 1*)
- electronic versions of all information consolidated in PDF, MS Word or other specified file format

Other Required Information

Planning staff will advise which items from the following list are required as part of the application, depending on the application nature and scale. Please consult with staff before submitting your application. The need for additional information or printed copies beyond the material listed here may be identified as the application progresses through the review process.

- Latest survey plan (where available)
- Preliminary landscape plan (*note 2*)
- Design rationale (*note 3*)
- Building drawings (*note 4*)
- Application summary table (*note 5*)
- Context map (*note 6*)
- Traffic Impact Statement or Study (*note 7*)
- Shadow study (*note 8*)
- Wind impact assessment or analysis with mitigation strategy (*note 8*)
- Servicing schematic, if serviced by central sanitary, storm sewer or water systems (*note 9*)
- Legal description of property (development agreements only)
- Aerial photograph(s)
- Preliminary stormwater management plan (*note 10*)
- Building / site signage plan
- Building / site lighting plan
- Material board (*note 11*)
- Projected population density (must include calculations in accordance with applicable land use by-law)
- On-site sewage disposal system details
- Colour perspective drawings, showing proposed development and existing development from pedestrian perspectives
- Electronic Sketchup model of the proposal
- Groundwater assessment (Level 1 or 2 as required)