

SITE ALTERATION PERMIT APPLICATION FORM



SITE ALTERATION BY-LAW 10-066

ENGINEERING AND CONSTRUCTION DIVISION

The Site Alteration Application Form is to be completed by an applicant/registered owner proposing a site alteration. All information on this form together with all supporting documentation and the Application Fee is required. Incomplete applications will be returned. Consult the City of Waterloo Fee Guide www.waterloo.ca for current applicable fees. Cheques to be made payable to “City of Waterloo”.

Site Information	
Street Address	
Legal Description (Lot Number/Plan Number)	
Estimated Cost of Site Alteration (\$)	
Proposed Start Date	Proposed Completion Date
Total Site Area (ha)	Total Area to be Altered (ha)
Total Area to remain Inactive (ha)	
Description of Site Alteration	

Applicant/Consultant	
Name	Title
Company Name	
Street Address	
City	Province
Postal Code	Business Phone
Cell Phone	Fax

Registered Site Owner (if different from Applicant)	
Name	Title
Company Name	
Street Address	
City	Province
Postal Code	Business Phone
Cell Phone	Fax

24 Hour Emergency Repair Contact Person (if different from Applicant)	
Name	Title
Company Name	
Street Address	
City	Province
Postal Code	Business Phone
Cell Phone	Fax

Contractor	
Name	Title
Company Name	
Street Address	
City	Province
Postal Code	Business Phone
Cell Phone	Fax

Signature of Applicant

Application Date

Authorization of Owner For Agent To Make The Application

If the applicant is not the owner of the land that is the subject of this application, confirmation by the owner that the applicant is authorized to make the application on his/her behalf must be completed below

We/I, _____,

the registered owner(s) of _____

hereby authorize _____ to act as

agent for the Site Alteration Application which relates to the above-noted lands.

Signature of Owner

Date

Personal information contained on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of responding to your application. Questions about this collection should be directed to the City Clerk's Division, City of Waterloo, 100 Regina Street South, PO Box 337 Station Waterloo, Waterloo ON, N2J 4A8. By phone 519-886-1550.

Please Print, Sign and return this form via fax 519-747-8523 or mail to:

City of Waterloo
Engineering and Construction
100 Regina St. S.
PO Box 337, Stn Waterloo
Waterloo, ON N2J 4A8