



Request for Site Plan Consultation

The Corporation of the City of London
Planning and Development

File Tracking Number

Applicant information

OWNER's name (optional)	Telephone number	Fax number	E-mail address	
Street address		City		Province Postal code
APPLICANT's name	Telephone number	Fax number	E-mail address	
Street address		City		Province Postal code
AGENT's name	Telephone number	Fax number	E-mail address	
Street address		City		Province Postal code

Send communications to (check one only): Applicant Owner Agent

Property information

Street address	Registered plan number	Dimension of property Frontage (m) _____ Depth (m) _____ Lot area (sq m) _____
Nearest cross street(s)	Lot/Block number	
Legal description of lands subject of application		
Present use of land <input type="checkbox"/> Vacant <input type="checkbox"/> Existing use: _____ <input type="checkbox"/> Other (explain): _____		

Property/Proposed development

Does the proposed development include the demolition of existing buildings? <input type="radio"/> Yes <input type="radio"/> No	Does it comply with current zoning? <input type="radio"/> Yes <input type="radio"/> No - Has an application been submitted for: Rezoning? <input type="radio"/> Yes <input type="radio"/> No Variance (Committee of Adjustment)? <input type="radio"/> Yes <input type="radio"/> No	If development, or part thereof is related to Rental Housing, Certain Institutional or Non-Profit Housing, would the Applicant consider a Development Charges Alternative Payment Agreement? <input type="radio"/> Yes <input type="radio"/> No					
Number of residential units to be demolished							
Nature of proposed development uses (check all that apply) <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Apartment <input type="checkbox"/> Townhouse <input type="checkbox"/> Zero lot line SFD <input type="checkbox"/> Rental Housing <input type="checkbox"/> Non-Profit Housing <input type="checkbox"/> Other: _____							
Nature of proposed development (description)							
Number of storeys	Building height (m)	Building area (sq m) Ground floor area	Gross floor area (sq m) (Total of all floors, inc. basement)	Number of buildings	Number of residential units	Coverage (%)	Total number of parking spaces

Context for Site Plan within Provincial, City and neighbourhood policies

For additional assistance, please contact Planning and Development at 519-930-3500.

Describe how the proposed development attempts to address current Provincial Policy: https://www.ontario.ca/page/provincial-policy-statement-2020
Describe how the proposed development attempts to address the City's current Official Plan: https://london.ca/business-development/official-plan
Describe how the proposed development attempts to address any applicable design guidelines. Also describe how the proposed development fits into the community vision, surrounding buildings and public realm, paying particular attention to Area & Secondary Plans and Urban Design. https://london.ca/business-development/urban-design
Outline of objectives and intention of proposed Site Plan describing the desired objectives for the proposed site may help staff to recognize the rationale behind elements of the submitted concept. Explain the core needs of the development to support the proposed concept, especially if proposing any elements that may not fully align with City policy or practice.



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Assumptions for servicing the site

It is not necessary to undertake detailed servicing assessments at this stage. Still, applicants should do some investigation into existing servicing in the area and explain their assumptions for how it can accommodate the proposed site.

Sanitary outlets
Storm outlets
Water
Garbage storage
Road dedication required
Pedestrian circulation
Vehicle access location
Special grading
Other assumptions (e.g. fire route, noise study, etc.)

Attachments

Concept Site Plan (digital format)

In general the Concept Site Plan needs to illustrate what exists, what is to be removed and what is to be constructed or replaced. The following elements should be shown on the face of the Concept Site Plan:

- Metric dimensioned plan illustrating the proposed site and completed site data table
- Location of existing and proposed buildings on the site
- Significant trees and natural vegetation
- Hard and soft Landscaping
- Pedestrian and vehicular access to/from the site
- Location and nature of vehicle/bicycle parking
- Loading/service/garbage areas
- Sign location(s)
- Principal pedestrian entrance, barrier free entrance and fire fighters' entrance
- Fencing (location & type)
- Easements, comment on the property

\$371.00 Consultation Fee

Please submit completed request form along with the required fee of \$371.00 in the form of cash or a cheque payable to the City Treasurer to the Development and Business Hub. You can also submit and pay electronically by clicking on the following link: [Citizen Portal](#)

Concept elevations (digital format)

(may include doctored photos, illustrated examples, drafted elevation drawings)

At the Consultation Stage, the Concept Elevations needs to show the following to illustrate what is existing, what is to be removed, and what is to be constructed or replaced:

- Façades labelled according to the direction they face
- Indicate façade materials to be used
- Identify major pedestrian entrances
- Indicate Base, Middle, Cap of the structure(s)
- Roof type
- Sign location(s)
- Vision (transparent) glass location(s)
- Existing condition plan per Section 1.4 of Schedule "I"
- Context with nearby buildings

Zoning Data Table (in metric)

Include a table of required zoning provisions as per the Zone and General Provisions, and how the development complies or deviates from the requirement.

Other questions or suggestions

Submitted by (name and title)	Daytime contact number	Date submitted (YYYYMMDD)
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Please submit this application along with all materials to LondonSPsubmit@london.ca

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Date Received	Date of applicant consultation meeting	Date of internal consultation meeting
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ZONING DATA SHEET – ZONING BY-LAW AMENDMENT

To be completed by Applicant as part of Complete Application

File No.

Description of Land	
Municipal street address:	
Legal Description:	
Street Frontage / Street Flankage (name):	
Existing Zone(s) in Z.-1 Zoning By-law:	Proposed Zone(s) in Zoning By-law:

BY-LAW RESTRICTIONS	REQUIRED (PROPOSED ZONE)	AS SHOWN ON PLAN
(a) Use		
(b) Lot Area (m ²) Min		
(c) Lot Frontage (m) Min		
(d) Front Yard Depth (m) Main Building/ Garage (m) Min		
(e) Rear Yard Depth (m) Min		
(f) Interior Yard Depth (m) Min		
(g) Interior Yard Depth (m) Min		
(h) Exterior Yard Depth (m) Min		
(i) Lot Coverage (%) Max		
(j) Landscaped Open Space (% Min)		
(k) Height (m) Max		
(l) Off-street Parking Min (rate/number)		
(m) Bicycle Parking Min (rate/number)		
(n) Parking Area Coverage (%) Max		
(o) Parking Set Back Min		
(p) Gross Floor Area (m ²) Max		
(q) Gross Floor Area For Specific Uses (m ²) Max		
(r) Yard Encroachments (if applicable)		
(s) Density Max (rate/number) (see Section 3.4 1) for mixed-use)		
(t) Special Provisions		
(u) Other By-law Regulations		

COMMENTS
<p>NOTE:</p> <ul style="list-style-type: none"> Please be sure to carefully review and include data / details related to: <ul style="list-style-type: none"> General Provisions (Section 4) of the Zoning By-law Zones and Zone Symbols (Section 3) of the Zoning By-law Regulations Section and Table for Proposed Zone Zoning By-law Definitions The Applicant is responsible for submitting complete & accurate information on the Zoning Data Sheet and associated plans. Failure to provide complete & accurate information on the Zoning Data Sheet and associated plans will result in processing delays, and may require the submission of a revised Zoning By-law amendment application.