



LETTER OF COMPLIANCE

TOWNSHIP OF WOOLWICH
P.O. Box 158, 24 Church St. W.
Elmira, ON N3B 2Z6
PHONE: 519-669-1647/519-664-2613
FAX: 519-669-4669
ZONING ENQUIRIES: EXT. 6040

Return Address

FOR OFFICE USE ONLY
Property Roll Number:

Name:

Address of Property:

Legal Description:

Use(s) of Property

- Single Family Dwelling
- Semi-detached Dwelling
- Duplex
- Other (please specify)

Survey Plan

- Attached
- Forthcoming
- Not Available

Date:

Signature:

Phone #:

Requisition Date/Closing Date:

Fax #:

NOTE: **VERBAL REPORTS** can be requested at no additional cost and will be prioritized according to requisition/closing dates.

BELOW THIS LINE FOR TOWNSHIP USE ONLY

Receipt Number:

Fee: \$ _____

Date Received:

Information contained herein including the use(s) noted above is believed to be correct; however, the Township assumes no liability for negligence, inaccuracies or omissions. Further changes in the Zoning, Compliance with the Official Plan (Regional and Municipal), Building Code, Plumbing Code, Municipal Regulations (other than Zoning) or other Government regulations is not subject to this compliance letter. You are advised to make a personal examination of the applicable By-laws, Official Plans at the Township offices during normal business hours.

Agreements/covenants on title: The property in question may be subject to a Development Agreement, Subdivision Agreement, Easement, Right-of-Way or Covenant registered on title. You should satisfy yourself that the requirements of these documents have been met.

Flood Plain Areas: The Grand River Conservation Authority in Cambridge should be contacted with regard to flood and fill lines.

Minimum Distance Separation: The Ministry of Agriculture and Food should be contacted with regard to Minimum Distance Separation regulations.

We have consulted our records and we provide you with the following information which we believe to be accurate.

BUILDING PERMIT INFORMATION

Outstanding Inspections: _____

Occupancy Permit Issued: Yes No Not Applicable

Outstanding work orders: _____

Additional Comments: _____

CHANGES TO THE PROPERTY/ENCROACHMENTS: if any changes have been made to the subject property after the field survey date, the following comments may not be accurate. The Township does not have the authority to sanction encroachments on private property.

COMPLIANCE WITH OTHER REGULATIONS NOT COMMENTED ON: the following comments relate only to the information disclosed by the survey and do not apply to other regulations such as: lot area, lot width, lot coverage, building separations, geodetic elevation, building height, accessory building area, Regional provisions, increased density provisions, parking, loading, driveway, landscaping or planting strips/ visual barriers.

OFFICIAL PLAN DESIGNATION

- Residential and Ancillary Use
- Urban
- Other:

The subject property is affected by a proposed Official Plan Amendment: File Number _____
 For further information please contact Engineering and Planning Services at 669-1647 or 664-2613.

COMPLIANCE WITH ZONING BY-LAWS

The existing zoning of the subject site is: _____
 _____ Section: _____ By-law Number 55-86.

The use(s) of the property as described on Page 1 of this Letter of Compliance.
 or
 as

- is permitted subject to conformity with the applicable regulations;
- is not permitted
- is a legal non-conforming use;
- has Committee of Adjustment approval - Submission No. _____

EVALUATION OF SURVEY

- Unable to comment on the location(s) of the building(s)/structure(s) as a survey drawing is not available to us.
- Relative to the use(s) of the property, the building(s)/structures(s) as identified from examination of the survey dated _____, by _____, O.L.S.

	Conforming	Non-Conforming	Legal Non-Conforming	Committee of Adjustment Approval	Insufficient Information	Not Applicable
Building Line Setback						
Lot Frontage						
Side Yard						
Rear Yard						
Accessory Building(s) Location						

NOTE: This compliance letter does not evaluate all applicable regulations of the Zoning By-law, including lot width or lot area. However, the **lot area, lot width** does not appear to meet By-law requirements which could affect any proposed change in use or building expansion.

CERTIFICATE OF OCCUPANCY (required with change/new use) _____

COMMENTS: _____

 Date

 Engineering and Planning Services
 Township of Woolwich