BUILDING PERMIT

|  |  |
| --- | --- |
| NAME: Click or tap here to enter text. | DATE: Click or tap here to enter text. |
| PHONE #: Click or tap here to enter text.EMAIL: Click or tap here to enter text. | SITE #: Click or tap here to enter text. |
| **OFFICE USE ONLY**TYPE OF PERMIT REQUIRED:MAJOR: [ ] MINOR : [ ]  | **OFFICE USE ONLY**ADDITIONAL PERMITS REQUIRED:TOWNSHIP OF GEORGIAN BAY: [ ] TRENT SEVERN WATERWAY: [ ]  |

NOTE:

**AN APPROVED PSCA BUILDING PERMIT IS REQUIRED FOR ANY WORK DONE ON YOUR SITE**

1. **MAJOR BUILDING PERMITS VALID FOR 2 (TWO) YEARS – MINOR PERMITS VALID FOR 6 MONTHS**
2. **CONSTRUCTION MUST START WITHIN 6 MONTHS FOR MAJOR PERMIT – 1 MONTH FOR MINOR PERMITS**
3. **RENEWAL FEE $100.00 FOR MAJOR PERMIT**

SCHEDULE 'D' BUILDING AND SITE COVERAGE REGULATIONS IN THE MEMBERSHIP AGREEMENT AND THE ADDENDUM

D.13. SHEDS (SPECIAL): REPLACEMENT OF SHEDS ON ADJACENT SITES THAT ARE IN CLOSE PROXIMITY TO EACH OTHER

OUTLINE THE REQUIREMENTS FOR BUILDING AND SITE COVERAGE PROJECTS IN THE PARK. THESE REGULATIONS TAKE PRECEDENCE IN ALL BUILDING AND SITE COVERAGE PROJECTS UNLESS THE BYLAWS AND REGULATIONS OF THE TOWNSHIP OF GEORGIAN BAY OR OTHER GOVERNING/REGULATING BODY SPECIFY A GREATER LIMITATION THAN THE REQUIREMENTS OF THE CORPORATION. IN THIS INSTANCE, THE BYLAWS AND REGULATIONS OF THE GOVERNING/REGULATING BODY SHALL TAKE PRECEDENCE.

ALL DOCK CONSTRUCTION AND SHORELINE WORK REQUIRES A TRENT SEVERN WATERWAY PERMIT AS WELL AS P.S.C.A. AND POSSIBLE TOWNSHIP PERMIT.

\*ALL PERMITS ARE THE MEMBERS RESPONSIBILITY

\*\* ALL REQUIRED PERMITS MUST BE PROMINENTLY DISPLAYED.

ALL CHANGES MADE TO AN APPROVED PSCA BUILDING PERMIT MUST BE APPROVED BY THE MANAGEMENT COMMITTEE AS ADDITIONS/CHANGES TO ORIGINAL PERMIT BEFORE ANY WORK IS DONE TO IMPLEMENT THESE ADDITIONS/CHANGES.

SUBSEQUENTLY, IF THE PROJECT REQUIRES A GEORGIAN BAY TOWNSHIP BUILDING PERMIT, A TRENT SEVERN WATERWAY PERMIT THE REVISED PSCA BUILDING PERMIT MUST ALSO BE SUBMITTED TO THE TOWNSHIP FOR APPROVAL.

THE ALTERNATIVE TO THE ABOVE ADDITIONS/CHANGES PROCESS IS FOR THE MEMBER TO APPLY FOR A NEW PSCA BUILDING PERMIT AND, IF NECESSARY, A NEW GEORGIAN BAY TOWNSHIP BUILDING PERMIT AND/OR A TRENT SEVERN WATERWAY PERMIT.

UNDER THE TERMS OF YOUR MEMBERSHIP AGREEMENT, NO REPLACEMENT OF TRAILERS OR ADDITIONS, STRUCTURES, SUNDECKS, FLORIDA ROOMS, FENCES, SHEDS OR DOCKS WILL BE ALLOWED WITHOUT WRITTEN PERMISSION OF THE BOARD OR ITS DESIGNATE.

ONLY 35%\* SITE COVERAGE ON ALL SITES. SITE COVERAGE MUST BE CALCULATED AND SUBMITTED ON THE BUILDING PERMIT.

REMOVAL OF ANY STRUCTURE OVER 107 SQUARE FEET REQUIRES A PSCA BUILDING PERMIT & A TOWNSHIP OF GEORGIAN BAY BUILDING/DEMOLITION PERMIT PRIOR TO DEMOLITION OCCURRING (TOWNSHIP OF GEORGIAN BAY REQUIREMENT)

ALL CONTRACTORS WORKING WITHIN THE PARK MUST HAVE LIABILITY INSURANCE AND/OR WSIB COVERAGE BEFORE ANY WORK COMMENCES OR THERE WILL BE NO ACCESS TO THE PARK.

FOR REFERENCE, THE GEORGIAN BAY TOWNSHIP ZONING BYLAW REQUIREMENTS THAT APPLY TO WILDWOOD BY THE SEVERN ARE INCLUDED IN THIS PACKAGE. BE ADVISED REQUIREMENTS HAVE BEEN/WILL BE INCORPORATED INTO THE PORT SEVERN CAMPERS ASSOCIATION MEMBERSHIP AGREEMENT

ALL REQUIRED PERMITS MUST BE PROMINENTLY DISPLAYED ON SITE. GEORGIAN BAY TOWNSHIP ZONING BYLAW REQUIREMENTS

**Township Of Georgian Bay Zoning By-law 2014-75 Section 11 - Tourist Commercial Zones**

**Tables 11.5 - CT2 Exceptions**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Column 1** | **Column 2** | **Column 3** | **Column 4** | **Column 5** | **Column 6** |
| **Exception Number** | **Additional Permitted Uses** | **Only Uses Permitted** | **Uses Prohibited** | **Special Zone Requirements** | **Other Provisions** |
| **CT2-5** | 245 Tent and Trailer Sites |  |  | **Minimum Site Area****150.0 sq M** (1614.59sq.ft.) (1615.0sq.ft.) |  |
| **Minimum Site Frontage****10.0 M** (32.81ft.) (33.0ft.) |
| **Minimum Separation Distance**from other tent or trailers, or similar, on adjacent sites**3.0 M** (9.84 ft.) (10ft.) |
| **Minimum Setback from Interior Road****3.0 M** (9.84 ft.) (10ft.) |
| **Maximum Site Coverage****35%** |
| **Minimum Separation Distance**for sheds from sheds on adjacent sites**0.9 M** (3ft.) |
| **Minimum Separation Distance**for free standing decks from other free standing decks on adjacent sites**1.8 M** (5.91ft.) (6.0ft.) |
| All **new** sites will be required to have a setback of**20.0 M** (65.61ft.) (66.0ft.) fromany Lake, Channel, or Lagoon |
| All **new** sites will be required to have a**3.0 M** (9.84 ft.) (10ft.) vegetated buffer between the water and the site |

**APPLICATION FOR: (PLEASE CHECK WHERE APPLICABLE)**

|  |  |  |  |
| --- | --- | --- | --- |
| **TRAILER:** [ ]  | **FLORIDA ROOM:** [ ]  | **SUNDECK:** [ ]  | **DOCK:** [ ]  |
| **SHORELINE WORK:**[ ]  | **DRIVEWAY:** [ ]  | **LANDSCAPING WITH PLAN:** [ ]  | **OTHER:** [ ]  |

THE WORK YOU DO MUST COMPLY WITH YOUR SKETCH

SKETCH A DETAILED PLAN INCLUDING MATERIAL TO BE USED AND HOW YOU ARE USING THIS MATERIAL TO BUILD. THIS PLAN MUST INCLUDE MEASUREMENTS TO ALL SITE LINES FROM ALL STRUCTURES. ONLY MANUFACTURED ROOFS AND TRUSSES CAN BE USED ON A FLORIDA ROOM OR DECK(S).

THE WORK SUBMITTED ON THIS PERMIT WILL BE INSPECTED AND MUST MIRROR THE WORK TO BE COMPLETED ON THE SITE & NOT START UNTIL THE APPROVAL HAS BEEN RECEIVED BY THE APPLICANT. THIS APPROVAL WILL BE PLACED IN YOUR FILE IN THE OFFICE.

A COPY OF THE TOWNSHIP PERMIT MUST BE SUBMITTED TO THE OFFICE BEFORE WORK CAN BE STARTED.

TO MAINTAIN COMPLIANCE WITH GEORGIAN BAY BUILDING ZONING BYLAW(S), ALL STRUCTURES OF ANY SIZE OR HEIGHT WILL MAINTAIN A SEPARATION OF 5 (FIVE) FEET OR THEY WILL BE CONSIDERED ONE STRUCTURE. TRAILERS MUST BE 10 (TEN) FEET APART AND WITH A MINIMUM OF 5 (FIVE) FEET FROM SITE LINE(S)

TO MAINTAIN COMPLIANCE WITH THE TOWNSHIP BUILDING DEPARTMENT, A COPY OF EACH INSPECTION APPROVED BY THE TOWNSHIP MUST BE SUBMITTED TO THE PARK OFFICE. THE FINAL INSPECTION APPROVAL MUST ALSO BE SUBMITTED TO THE OFFICE IN ORDER TO KEEP CONTROL OF PERMITS CLOSED. IF YOU DO NOT COMPLY WITH THIS, A FINE IS LEVIED BY THE TOWNSHIP AND WILL CONTINUE TO BE FINED UNTIL CLOSED.

DOCKS \*\* D10.c.i. (4FEET X 20FEET)

A dock shall be no less than seventy-six decimal two zero (76.20) centimetres, (thirty (30) inches), or more than one hundred twenty-one decimal nine two (121.92) centimetres, (forty-eight (48) inches), wide and have a length or width (depending upon the orientation of the dock) that does not impede the safe passage of regular boat traffic in the adjacent waterway *or as decided at the discretion of the Board or its designate. May17/2009 - GM*.

ONLY 1 APPLICATION PER REQUEST

A $1000.00 FINE WILL BE LEVIED IF WORK STARTS WITHOUT A SIGNED PERMIT

YOUR SKETCH MUST BE ATTACHED TO THIS FORM WITH YOUR SIGNATURE

Description/Diagram:

Click or tap here to enter text.

Member Signature:



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| **MANAGEMENT COMMENTS** |
| Click or tap here to enter text. |
| **\*SITE PRE-INSPECTED FOR BY-LAW CONFORMITY AS PER THIS DRAWING:****YES** [ ]  **NO** [ ] **SIGNED:** Click or tap here to enter text. **DATE:** Click or tap here to enter text. |
| **PARK APPROVAL – TOWNSHIP OF GEORGIAN BAY APPROVAL – TRENT SEVERN WATER WAY APPROVAL** |
| **PARK PERMIT GRANTED: YES** [ ]  **NO** [ ] PARK MANAGEMENT: Click or tap here to enter text. DATE: Click or tap here to enter text.PARK SUPERINTENDENT: Click or tap here to enter text. DATE: Click or tap here to enter text.TOWNSHIP OF GEORGIAN BAY: [ ]  DATE: Click or tap here to enter text.TRENT SEVERN WATERWAY: [ ]  DATE: Click or tap here to enter text. |
| **FINAL INSPECTION APPROVAL**  |
| **FINAL INSPECTION APPROVAL: YES** [ ]  **NO** [ ] PARK MANAGEMENT: Click or tap here to enter text. DATE: Click or tap here to enter text.PARK SUPERINTENDENT: Click or tap here to enter text. DATE: Click or tap here to enter text. |

PERMIT APPLICATION CHECK LIST:

|  |  |  |
| --- | --- | --- |
| **MEMBER** | **OFFICE** |  |
|[ ] [ ]  **PAGE 4 IS COMPLETED, DATED AND SIGNED BY MEMBER** |
|[ ] [ ]  **PAGE 4 SHOWS COMPLETED SITE PLAN. THIS SITE PLAN SHALL INCLUDE ALL BOUNDARIES AND ALL STRUCTURES ON THE SITE WITH ALL DIMENSIONS****SHOWN (i.e. Site lines, Trailer, porch, decks, sheds and dock if applicable)** |
|[ ] [ ]  **ALL APPLICABLE STRUCTURAL DRAWINGS IDENTIFY ALL TYPE AND SIZE OF MATERIAL USED****FOR THE CONSTRUCTION. REFER TO THE STRUCTURAL EXAMPLE IF NEEDED** |
|[ ] [ ]  **DESCRIPTION OF STRUCTURE CONSTRUCTION (i.e.****pre-fabricated, siding, painted, shingles, wood, vinyl etc.)** |
|[ ] [ ]  **SURVEY SITE PLAN ATTACHED TO APPLICATION** |
|[ ] [ ]  **CONTRACTOR LIABILITY INSURANCE/WSIB** |

**Building Permit Authorization**

I declare that Click or tap here to enter text.

(Please Print Person’s Name and/or Company Name)

Has permission to act as my agent in the process of obtaining a building permit from

# Port Severn Campers Association to:

Construct: [ ]

Demolish: [ ]

Pick-up Approved Permit: [ ]

For 164 Lone Pine Road, Port Severn, ON, L0K 1S0

Site# Click or tap here to enter text. Membership # Click or tap here to enter text.

Member’s Name (s): Click or tap here to enter text.

(Please Print)

Telephone # Click or tap here to enter text.

Members Signature(s):

Date: Click or tap here to enter text. Valid until (Date):Click or tap here to enter text.