

Zoning & Grading Review Application Guide



Required for construction that is exempt from the [Site Plan Control Bylaw](#) when the proposed construction area exceeds 50 m², in accordance with the [Building Bylaw](#).

Application Requirements
1. Zoning & Grading Review Application filled out and submitted on Citywide via the Township website at www.ramara.ca
2. Electronic Site Grading Plan with <u>all</u> information outlined in the below “ Site Grading Plan Checklist ” on the Plan;
3. If applicant is not registered owner of the property, written Owner’s Authorization of the Current Owner (and Certificate of Incorporation where applicable) must accompany the application;
4. Payment must accompany the application. Accepted payment methods include: <ul style="list-style-type: none"> • Cash, Debit or Cheque in person at 2297 Hwy 12, Brechin, ON; • Digital payment (invoice creation required) – Please request an invoice at planning@ramara.ca; Note: Fees must follow the Planning Fee Schedule including that revision review fees, which are required to before circulation of a revised site grading plan;
5. Minimal Distance Separation (MDS) calculation is required when the proposed includes new livestock buildings or new residential uses in proximity to existing livestock buildings.
Site Grading Plan Checklist
1. Must be completed by an Ontario Land Surveyor, Professional Engineer or Certified Engineer Technologist ;
2. Lot Description including Registered Plan Number;
3. Dimensioned property boundaries and house outline location with all setbacks shown;
4. House type; normal, side split, back split, etc.;
5. Finished first floor elevation;
6. Finished garage floor elevation;
7. Finished and original grades over septic tile beds;
8. Finished basement floor elevation (all locations);
9. Elevation of underside of footings;
10. Top of foundation wall (all locations);
11. Existing and proposed lot grades for each of the corners of the lot and intermediate points of grade change;
12. Existing trees to be maintained;
13. Driveway locations, widths and proposed grades;
14. Finished road grades adjacent to lot;
15. Location of house entrances;
16. Location of walkways;
17. Arrows indicating the direction of all surface drainage and swales, with swale detail <u>Note</u> : The Township requires a minimum swale depth of 0.25m;
18. Location and elevation of swales;
19. Patios, decks and/or porches;
20. Terraces, retaining walls and tree wells;
21. Location of accessories (propane tanks, ALE unit, generators, hot tubs, pools etc.);
22. Location and dimensions of all easements;
23. All yard catch basins with rim and invert elevations;
24. Curb cut locations;
25. Hydrants, streetlights, bell and cable TV pedestals, hydro transformers;
26. Location and type of any private sewage disposal system and reserve areas and private wells (including area of influence) or water/sewer lines if applicable;

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27. Location of neighbouring wells and sewage disposal systems;
28. Location of all road features along frontage and flankage of lots (curb lines, catch basins, sidewalks, etc.);
29. Lot grading certificate by Developer's Engineer in accordance with the Subdivision Agreement requirements;
30. Site benchmark as shown on approved Engineering Drawings;
31. Proposed driveway culverts with size, type, invert and slope information;
32. Number of front and rear entry step risers;
33. Engineered fill level is to be shown where applicable;
34. Minimum setback from building to Average Annual High Water (AAHW) mark of all water bodies, where applicable);
35. Accessory buildings;
36. Additional Documentation: Septic Design and Septic Drawings to be submitted with Site Grading Plan.
Application Review Circulation
Ramara Building Department reviews this application for compliance with the Ontario Building Code and Township's Building Bylaw. Approval of this application must be obtained prior submitting any related building permit applications. For more info, please email: building@ramara.ca
Ramara Planning Department reviews this application for Zoning Bylaw conformity, applicable <i>Planning Act</i> application, identification of any applicable law and Lake Simcoe Protection Plan requirements.
Ramara Infrastructure Department reviews this application for compliance with the Township's Entrance Bylaw and other relevant Infrastructure requirements. Approval for entrance works within a municipal road allowance must be obtained through an entrance permit issued by the Infrastructure Department. For more info, please email: infrastructure@ramara.ca
Bylaws & Other Applicable Law
The Zoning Bylaw and other applicable Bylaws can be accessed on the Township's Frequently Request Bylaws page: https://www.ramara.ca/municipal-office/bylaws/
County of Simcoe A Forest Conservation Bylaw Permit may be required for tree removal. A 15-m setback applies to lot lines abutting County of Simcoe roads, and County Entrance Permits are required where applicable. For more information, please visit: https://simcoe.ca/
Lake Simcoe Regional Conservation Authority (LSRCA) development approval (including tree removal) required for properties within the LSRCA boundaries of regulation. For more info, please visit their website: https://www.lsrca.on.ca/
Minimal Distance Formulae (MDS) Calculations can be completed through the OMAFRA Agrisuite software at the following link: https://agrisuite.omafra.gov.on.ca/
<ul style="list-style-type: none"> • MDS Formulae information can be found at this link: https://www.ontario.ca/page/minimum-distance-separation-mds-formulae • Please contact OMFRA at this link for further assistance at this link: https://www.ontario.ca/feedback/contact-us?id=96579&nid=534931
Ministry of Transportation (MTO) construction approval required for properties within the MTO controlled area. For more info, please visit their website at this link: https://www.hcms.mto.gov.on.ca/
Construction Advisory Notice
<ol style="list-style-type: none"> 1. Before Building Above the Foundation: The Engineer or Ontario Land Surveyor must confirm that the footings and foundation elevations match the approved site grading plan and meet Ontario Building Code requirements; and 2. Setback Verification: If any part of the proposed construction is 0.5 metres or closer to a required setback under the Ramara Zoning Bylaw, an Ontario Land Surveyor must provide written verification to the building department of the setback prior to pouring concrete.

Resources:

www.ramara.ca | planning@ramara.ca | 705-484-5374 | 2297 Hwy 12, Brechin, ON L0K 1G0