



# APPLICATION FOR DEVELOPMENT PERMIT FOR AN OCCUPATION OR BUSINESS

Application #: \_\_\_\_\_

Roll #: \_\_\_\_\_

I/We hereby make application under the provisions of By-Law 7-08-LU and 13-91-BLDG for a permit in accordance with supporting information herewith provided which forms a part of this application:

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Legal Land Description: \_\_\_\_\_

AND if applicable: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ Acres: \_\_\_\_\_

Blue Sign (Municipal Address): \_\_\_\_\_

Registered Owner(s) of Property: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Proposed Occupation or Business (*describe in detail & attach any relevant documents*): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of employees in addition to the applicant: \_\_\_\_\_

Place of Occupation or Business:  Main Floor  Basement  Garage  Other: \_\_\_\_\_

Submit a **detailed site plan** regarding business operation on-site, see page 2 or attach further pages.

Estimated date of commencement: \_\_\_\_\_

Signatures: \_\_\_\_\_

*Applicant(s)*

\_\_\_\_\_  
*Landowner*

Date: \_\_\_\_\_

OFFICE USE ONLY:

Application Fee - \$25.00	Receipt No.	Date:
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### TO COMPLETE YOUR APPLICATION, SUBMIT PAYMENT:

Application fee of \$25.00 [Cash, Debit, Cheque, or electronic funds transfer to [payments@ponokacounty.com](mailto:payments@ponokacounty.com)] *Credit cards are accepted online only via Option Pay \*service fees apply. Visit [www.ponokacounty.com/taxation](http://www.ponokacounty.com/taxation) for payment link).*



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PLEASE COMPLETE A SITE PLAN SHOWING ACCURATE DISTANCES FROM DEVELOPMENT TO AT LEAST TWO PROPERTY LINES.

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