

# Development & Property Department GENERAL INQUIRY FORM

## Pre-consultation for:

**All General Inquiry/Pre-Consultation Forms must include a fee of \$200.00 when submitted.**

An inquiry submitted by an agent will not be processed without written authorization from the owner. Owner's authorization attached:

Yes

No

Name of Property Owner(s):  Mailing Address:  City: Province: Postal Code:  Telephone: Fax:  Email:  Response should be mailed to the Owner(s):      Yes      No	Name of Agent: (if applicable)  Mailing Address:  City: Province: Postal Code:  Telephone: Fax:  Email:  Response should be mailed to the Agent:      Yes      No
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**DESCRIPTION OF SUBJECT LAND:**

Lot:	Conc:	Geographic Township:	Municipality:
Civic Address:			

**SUMMARY OF PROPOSAL: (Attach a separate page if necessary)**

**If proposal involves a severance, information regarding the land intended to be severed and the land to be retained is required:**

Dimensions	Severed Lot 1	Severed Lot 2 (if applicable)	Severed Lot 3 (if applicable)	Retained
(Dimensions must match dimensions on attached sketch)				
Frontage	m	m	m	m
Depth	m	m	m	m
Area	ha	ha	ha	ha
<b>Use of the Property</b>	Existing Use(s)			
	Proposed Use(s)			
<b>Buildings or Structures</b>	Existing			
(Must be shown on sketch)	Proposed			

**ADDITIONAL INFORMATION:**

<b>Type of Services Available or Proposed:</b>	Well	Septic	Municipal	Municipal Sewer
<b>Type of Road Access:</b>				
Provincial Hwy	County Rd	Year-Round Municipal Rd	Seasonal Municipal Rd	
Unregistered Private Rd	Registered Right-of-Way			
<b>SKETCH (a sketch no larger than 8 ½ by 11 inches must be returned with this form)</b>				

*Pre-consultation is not pre-approval of an application. The County of Renfrew will provide a written response to this inquiry which will identify potential issues with the proposal and the policies that would be considered in the review of any formal application. If a formal application is submitted, new information and other policies may also be identified at that time including those by a commenting agency or the public. The County of Renfrew will endeavour to respond to this inquiry within 3 to 4 weeks. The response will be delayed if the information required on this form is not fully completed.*

*One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County of Renfrew to such persons as the County of Renfrew sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.*

**Development & Property Department  
AUTHORIZATION OF OWNER(S) FOR AGENT  
TO MAKE GENERAL INQUIRY**

I/We,

*(list all registered owners)*

am/are the owner(s) of

*(civic address and/or roll number)*

that is the subject of this inquiry being made to the County of Renfrew Development and Property Department and I/we authorize

to make this inquiry on my/our behalf.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date