

ENGINEERING DEPARTMENT
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Date

Hand Delivered

**Public Information Meeting
Site Alteration and Fill Permit Application
Site Municipal Address
Site Legal Description**

**Date and Time of Meeting
Location of Meeting**

The Town of New Tecumseth has received an Application for a Site Alteration and Fill Permit from **Owner's Name** under the Town's Site Alteration and Fill By-Law 2020-007 for the property municipally known as **Address**. The application is in support of a variance to the Site Alteration By-Law 2020-007 under the site alteration category of **Specify**. An area map (Figure 1) of the subject property is provided for information purposes.

In keeping with the provisions set out in Site Alteration By-Law 2020-007, the Applicant is facilitating a Public Information Meeting in regards to Site Alteration Permit Application SAF **XXXXXX** for the property noted in the subject heading.

The meeting will provide an opportunity for interested members of the Community to participate in discussions and provide comments for this Site Alteration Permit Application. The Applicant, their Consultant and Staff from the Town's Engineering Department, will be available to discuss details about the proposed project with you in an informal setting. Following the meeting, written submissions on this matter could be addressed to the undersigned and must be submitted no later than **date** for consideration.

Historically, provide any background information of the site and current use. The applicant is proposing the following works as part of this application:

LIST ALL WORKS

1. Fill in parts of land to enhance **provide reason**,
2. Top dress with topsoil and ground cover the disturbed area with seed.

Additional Information regarding this application is available for review between 8:30 a.m. and 4:30 p.m., Monday to Friday at the Engineering Department counter, at the Town of New Tecumseth Municipal Offices, located at 10 Wellington Street East, Alliston. Alternatively, please forward any enquiries by contacting the undersigned at (705) 435-3900 ext. 1236 or via email at [ENG PM name@newtecumseth.ca](mailto:ENG_PM_name@newtecumseth.ca).

ENG PM NAME
Project Manager

LOCATION MAP

GIS LOCATION MAP HERE