

**Appendix “A” to Schedule 2 of By-Law 2008-118
Application for Seasonal Recreational / Park Model Campground
License**

Total Number of Sites: _____

This application is for: New Application Renewal

Seasonal Recreational Campgrounds may only be open from May 1st to November 1st in each year. “Park Model” trailers must not exceed 30% of total number of sites. Residents of Park Model Campgrounds are restricted to a maximum of 270 days a year of occupancy.

Section 1: Property Owner Information

Property Owner Information	Fill In the Area Below
Name of Park Owner(s):	
Municipal (911) Address:	
Mailing Address:	
Postal Code:	
Business Telephone No.:	
Home Telephone No.:	
Fax No.:	
Email or Website:	

Section 2: Campground Information

Campground Information	Fill In the Area Below
Name of Campground:	
Primary Contact:	
Title:	
Campground Municipal Address	
Mailing Address:	
Postal Code:	
Business Telephone No.:	
Fax No.:	
Email or Website:	

Section 3: Seasonal Recreational/Park Model Campgrounds

Seasonal Recreational Campgrounds may only be open from May 1st to November 1st in each year. Park Model Campground permits 270 days maximum occupancy per year.

Seasonal Recreational/ Park Model Campgrounds	Fill In the Area Below
Number of Tent Sites:	
Number of Cabins:	

Seasonal Recreational/ Park Model Campgrounds	Fill In the Area Below
Number of Park Model Trailer Sites (including pre-existing mobile trailer):	
Number of Travel Trailer Sites (Not to exceed 30% of total sites):	

Section 4: Fee

Applicable License Fee Attached: Yes No

Licenses will not be issued until the applicable fee is paid in full.

Section 5: Changes to Campground

Have changes been made to the Campground since last year?

Yes No

If Yes', please indicate changes on reverse side and attach a revised Site Plan showing all sites, sizes, buildings, structures and fencing.

Section 6: Mandatory Proof of Insurance

Certificate of Insurance Attached: Yes No **

****Proof of Insurance by way of a valid and up to date Certificate of Insurance showing a minimum limit of \$2,000,000 (Two Million Dollars) in General Liability adding the Township of Springwater as additional insured must be submitted with all applications.**

Section 7: Site Plan

Site Plan Required for New Applications or for Renewal with Changes

Site Plan Attached to Application: Yes No

No Changes, Site Plan Previously Submitted:

****If No, please note that under the licensing by-law a site plan drawn to scale must be submitted showing the location of all buildings and structures on the subject property.**

Section 8: The Following Documentation Must Be Attached to Application Form

Item	Submitted	
Application Form	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Site Plan	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Certificate of Insurance	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Simcoe Muskoka Health Unit Clearance	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Ministry of the Environment Clearance (sewage disposal systems, potable water supply, distribution systems, underground piping communal water and sewage system)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Seasonal Park Model Trailer (records of name, home address, phone number and days unit was occupied)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
License Fee	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Building Department Approval	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Springwater Fire & Emergency Services Approval	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Finance Department Approval	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Planning & Development Approval	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Corporate Services / By-Law Approval	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Passed Inspection	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Section 9: Applicant's Signature

Application is hereby made for a Campground License for the year_____, in accordance with the information provided above. I/we agree to adhere to the regulations and applicable schedules for the Township of Springwater's Business Licensing By-Law as amended.

Applicant's Signature	Fill In the Area Below
Applicant's Signature	
Date	

This application may contain "Personal Information" as defined under the Municipal Freedom of Information and Protection of Privacy Act. This information is collected pursuant to the Municipal Act, 2001 as amended. It will be used by the Township of Springwater to process this application to determine whether to issue a license, for administration of such license and for law enforcement purposes to ensure compliance with all applicable statutes, regulation and by-laws. Questions about this collection should be directed to the Issuer of Licenses, 2231 Nursery Road, Minesing ON L9X 1A8 T 705-728-4784, Ext. 2015

License Fees

Every application shall be accompanied by the applicable license fees as follows:

Seasonal Recreational / Park Model Campground: \$200.00