



Development Services Department
24 Church Street West, P.O. Box 158
Elmira, ON N3B 2Z6
519-669-1647 / Toll Free 1-877-969-0094
planning@woolwich.ca

Date Received:

Water Capacity Application Form

The information in this form is required to assess water supply capacity for proposed developments under the Township of Woolwich's Water Allocation Policy. Incomplete applications will not be processed until all required information is provided.
If you require assistance completing the application, please contact Township Planning staff:
planning@woolwich.ca

SUBMISSION REQUIREMENTS:

- ☐ Signed and completed application form.
- ☐ Qualified Professional Engineer's (QPE) report confirming the average and maximum water demand.
- ☐ Written authorization from the property owner, if application is submitted by an agent.

1.0 APPLICANT INFORMATION

1.1 Name of Registered Owner(s):

Street Address:

City: _____ Province: _____ Postal Code: _____

Telephone Number: _____

Email Address: _____

1.2 Authorized Agent (if applicable)

Name of Authorized Agent(s): _____

Street Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Telephone Number: _____

Email Address: _____

1.3 Primary Contact for This Application

The person Township staff will correspond with regarding this application.

Telephone Number: _____

Email Address: _____

2.0 SUBJECT PROPERTY

Municipal Address: _____

Legal Description: _____

Lot Area (sq ft): _____

Existing Use(s): _____

3.0 DEVELOPMENT APPLICATION

3.1 Application Type (check all that apply)

- ☐ Building Permit ☐ Plan of Subdivision ☐ Vacant Land Condominium
- ☐ Consent / Severance ☐ Site Plan ☐ Main Line Extension / Upgrade ☐ Other

Related File No(s): _____

3.2 Anticipated Timing

If construction is not planned within six (6) months, a Forward Looking Servicing Agreement (FLSA) is required before capacity is assigned.

Is construction planned within the next six (6) months? ☐ Yes ☐ No

Building Permit Application Date: _____

Anticipated Construction Start Date: _____

Anticipated Occupancy Date: _____

4.0 DEVELOPMENT DETAILS

4.1 Description of Proposed Development

Provide a brief description of the proposed development.

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Complete Section 4A for Residential Development, Section 4B for Non-Residential (Industrial, Commercial, or Institutional) Development, or both Sections for a Mixed-Use Development.

4A Residential Development

4A.1 Phase of Approval

Current phase of approval: ☐ Pre-Consultation ☐ Complete Application

☐ Draft Approval ☐ Final Approval ☐ Registered ☐ Building Permit Issued

If registered, was the development registered prior to May 6, 2026? ☐ Yes ☐ No

4A.2 Is the proposed development a School, Daycare, or Church?

☐ Yes ☐ No

4A.3 Development Building Form

☐ Low Rise ☐ Mid Rise ☐ High Rise

4A.4 Residential Units

Unit Type	Single Detached	Semi / Duplex	Townhouse	ADU
Proposed #				

Apartment breakdown by bedroom type (units):

Studio	1-Bedroom	2+ Bedroom	Multi Unit	Unspecified

4B Non-Residential Development (ICI)

4B.1 Development Type - check all that apply

☐ Industrial ☐ Commercial ☐ Institutional

4B.2 Phase of Approval

Current phase of approval: ☐ Pre-Consultation ☐ Complete Application

☐ Draft Approval ☐ Final Approval ☐ Registered ☐ Building Permit Issued

Expiry date of the approval (if applicable): _____

If registered, was the development registered prior to May 6, 2026? ☐ Yes ☐ No

4B.3 Gross Floor Area (sq ft)

Industrial GFA (sq ft)	Commercial GFA (sq ft)	Institutional GFA (sq ft)

4.5 Priority Framework (Schedule A of the Policy)

Does the development meet a Priority 1 or Priority 2 category? ☐ Yes ☐ No

Priority 1 — Essential Projects: ☐ Housing ☐ Public Uses ☐ Economic Development

Priority 2 — Priority Projects: ☐ Housing ☐ Economic Development

5.0 WATER SUPPLY CAPACITY REQUESTED

5.1 Estimated average day demand (L/s): _____

Estimated maximum day demand (L/s): _____

5.2 Is this development a Large Water User? ☐ Yes ☐ No ☐ Unknown

5.3 Previous Water Capacity Allocation

Has water capacity previously been assigned to this property? ☐ Yes ☐ No

If yes, provide amount, date, and file reference: _____

Has anything about the project changed since the previous allocation? ☐ Yes ☐ No

If yes, describe the change: _____

6.0 ACKNOWLEDGEMENT

The undersigned attests that the information submitted in this application is complete and true, and authorizes the Township of Woolwich to use it in reviewing and deciding on this application.

Signature of Owner / Authorized Agent

Date

Signature of Owner / Authorized Agent

Date