

**Forest Lake Estates  
Sunset Lakes Developments  
Design Review Application**

Please complete the Word version of this application and submit to Sunset Lakes Developments at [sunsetlakes@rogers.com](mailto:sunsetlakes@rogers.com) or print, complete and deliver (in person, by mail or fax) a hardcopy to Sunset Lakes Developments, 105 – 7610 Village Centre Place, Greely, Ontario, K4P 0C8. Please allow up to 30 days for a response.

Please ensure that your submissions and supporting documents are on letter or legal size paper, to allow for more efficient communication via e-mail.

Lot: \_\_\_\_\_ Plan: 4M- \_\_\_\_\_ Civic Address: \_\_\_\_\_  
Date Submitted by Owner: \_\_\_\_\_ Date Approved: \_\_\_\_\_  
Name of Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Email and/or Phone Number \_\_\_\_\_

I hereby apply for design review approval and attach herewith the following documents. I/we acknowledge that we cannot deviate from the design review approval without the written consent of Sunset Lakes Developments.

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**Signature of Applicant**

**Enclosures:**

- elevations
- floor plans
- site plan
- specifications
- tree planting and conservation plan (Please provide a sketch indicating where on the lot trees will be cleared to make room for the home, well and septic system, as well as identify where trees will be planted after home construction is complete, indicating the type of species where possible)

Post Development Site Visit with OA Representative (mandatory):

Date Scheduled: \_\_\_\_\_ Date Conducted: \_\_\_\_\_ By Whom: \_\_\_\_\_

- Confirm Tree Planting & Conservation Compliance with Approved Sketch

**To be filed by builder:**

- Certificate of Well Compliance
- Well Record (provided by well driller)
- Certificate of Completion (provided by Ottawa Septic System Office)
- Occupancy Permit (provided by City Inspector, City of Ottawa)

[Please note that your culvert must be installed according to City specifications. The ditch must be left in its original state and no obstructions to the flow of drainage are permitted.](#)

Reference material with regard to swimming pools, fences, sheds etc. is available online at [www.sunsetlakes.ca](http://www.sunsetlakes.ca). (See Important Information – Design Review Information)  
Review the Seven Deadly Sins of Home Design at [www.sunsetlakes.ca](http://www.sunsetlakes.ca) (See Important Information – Design Review Information – Seven Deadly Sins of Home Design)