

APPLICATION FOR APPROVAL OF A PLAN OF SUBDIVISION
or CONDOMINIUM DESCRIPTION
Under Section 51 of the Planning Act
AS AMENDED BY BILL 51

Completeness of the Application:

The information in this form that **must** be provided by the applicant is indicated by **black boxes on the left side of the section numbers**. This information is prescribed in the Schedule to Ontario Regulation 544/06 made under the **Planning Act**. This mandatory information must be provided with the appropriate fee and draft plan. If the mandatory information, including the draft plan and fee are not provided, the City will return the application or refuse to further consider the application until the prescribed information, draft plan and fee have been provided.

The application form also sets out other information (e.g. technical information or reports) that will assist the City and others in their planning evaluation of the development proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

This information is collected for the purpose of creating a record under the Planning Act, that is available to the general public.

Submission of the Application:

The City needs:

- 25 copies of the completed application form, and
- 40 folded copies of the draft plan, and
- 10 copies of the draft plan on 8 ½" x 11" paper.
- 5 copies of any information/reports if indicated as needed when completing the relevant sections of the application form. The nature of the information reports varies with the type of land uses proposed and the existing land use and topographic features.
- The application fee:
 - Subdivision - **\$2,500.00 + \$100.00** for each lot or block. Lots or blocks to be deeded to public agencies will be exempt from the \$100.00 additional lot/block fee.
 - Condominium (standard, phased, vacant land, leasehold) - **\$2,500.00 + \$100.00** for each unit. Parking units and locker units will be exempt from the additional unit fee.
- Propose a strategy for consulting with the public with respect to the application

1. APPLICANT INFORMATION

- 1.1 Name of Owner(s), address, telephone number and email address. An owner's authorization is required in Section 13.1 and Section 13.2 if the applicant is not the owner.

- 1.2 Agent/Applicant - Name of the person who is to be contacted about the application, if different than the applicant, the address, telephone number and email address (This may be a person or firm acting on behalf of the applicant).

- 1.3 Name of surveyor address, telephone number and email address.

2. LOCATION OF SUBJECT LAND

- 2.1 Legal Description of Lands (Lot Number and Registered Plan or other Legal description).

- 2.2 Street Address (If available).

- 2.3 Are there any easements or restrictive covenants affecting the subject land?

YES NO If **YES**, describe the easement or covenant and its effect.

3. PROPOSED AND CURRENT LAND USE

- 3.1 Check whether this application is for approval of:

a plan of subdivision or, a condominium description

- 3.2 Complete Table A on proposed land use.

TABLE A - Proposed Land Use

Proposed Land Use	Number of Units or Dwellings	Number of Lots and/or Blocks on the Draft Plan	Area (ha)	Density(units/dwellings per ha)	Number of Parking Spaces
Detached Residential					1.
Semi detached Residential					1.
Multiple attached Residential					
Apartment Residential					
Seasonal Residential					
Mobile home					
Other Residential (specify)					
Commercial					
Industrial					
Park, Open Space	N/A			N/A	N/A
Institutional (specify)					
Roads	N/A			N/A	N/A
Other (specify)					
TOTALS					

1. Complete for condominium approvals only.

3.3 What is the current use of the subject land?

3.4 Has there been an industrial or commercial use on the subject land or adjacent land?

YES NO If YES, specify the uses.

3.5 Has the grading of the subject land been changed by adding earth or other material?

YES NO

3.6 Has a gas station been located on the subject land or adjacent land at any time?

YES NO

Has there been petroleum or other fuel stored on the subject land or adjacent land?

YES NO

3.7 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?

YES NO

3.8 Has the site ever been the subject of an environmental order such as a control, stop, preventative, clean-up, or prohibition order?

YES NO If **YES**, give particulars.

3.9 Have you ever been advised either formally or informally by the Ministry of Environment and Energy or another source that the site is or may be contaminated?

YES NO If **YES**, give particulars.

3.10 What information did you use to determine the answers to the above questions? e.g., Phase I - Environmental Audit.

3.11 If you have answered **YES** to any questions (3.4), (3.5), (3.6), (3.7), (3.8) or (3.9), a previous use inventory, showing all former uses of the subject land, or if appropriate, the adjacent land, is required and must be submitted with this application (this is usually a Phase I - Environmental Site Assessment under the Environmental Assessment Act). Is the previous use inventory attached?

YES NO

4. ADDITIONAL INFORMATION FOR CONDOMINIUM APPLICATIONS ONLY

- 4.0 Type of condominium (standard, phased, vacant land, leasehold).

- 4.1 Has a site plan for the proposed condominium been approved? YES NO
- 4.2 Has a site plan agreement been entered into? YES NO
- 4.3 Has a building permit for the proposed condominium been issued? YES NO
- 4.4 Has construction of the development started? YES NO
- 4.5 If construction is completed, indicate the date of completion.

- 4.6 Is this a conversion of a building containing rental residential units?
 YES NO If **YES**, indicate the number of units to be converted. _____ Units

5. CONSULTATION WITH CITY DEPARTMENTS AND STATUS OF OTHER PLANNING APPLICATIONS

- 5.1 An Official Plan/Zoning Conformity Statement, completed by the City Planning Division, must be attached to the application. (Attachment #1) Yes, attached
 - 5.2 What is the current Official Plan designation of the property?
-

If an Official Plan Amendment is required, it must be submitted with this application.

- 5.3 Is the subject land also the subject of a proposed official plan or plan amendment that has been submitted for approval?
 YES NO Unknown If **YES**, and if known, indicate the City Amendment Number, the Ministry of Municipal Affairs file number and outline the status of the application.
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-

5.4 What is the zoning of the subject lands?

5.5 Does the proposal for the subject lands conform to the exiting zoning? YES NO

If a zoning amendment is required it must be submitted with this application.

- 5.6 Is the subject land also the subject of an application for approval of a site plan, minor variance, zoning by-law or Minister's Zoning Order?

YES NO Unknown

If **YES**, and if known, please give particulars including file or application numbers, by-law numbers and the status of the application.

- 5.7 Has the subject land ever been the subject of a previous application for approval of a plan of subdivision or a consent?

YES NO Unknown

If **YES**, and if known, indicate the application file number and the decision made or the status of the application.

5.8 A parkland Statement, completed by the City Parks Division must be attached to this application. (Attachment #2)

YES, attached

5.9 A Servicing Form, completed by the City Engineering Division, must be attached to this application. (Attachment #3)

YES, attached

5.10 Are the water, sewage or road works associated with the proposed development subject to the provisions of the

Environmental Assessment Act? YES NO

If **YES**, how do you propose to meet the requirements of the Environmental Assessment Act. Please specify in detail.

If **NO**, please attach a letter from your Engineer detailing why the proposal is not subject to the Act.

6. PROVINCIAL POLICY

- 6.1 Briefly explain how this proposal is consistent with the Provincial Policy Statements (PPS) issued under subsection 3(1) of the Planning Act.

- 6.2 Table B is a checklist (not a substitute for the PPS) to assist in identifying areas of provincial interest that may apply to your application. Please check the appropriate boxes in Table B.

The last column is additional information associated with each feature or development circumstance that may be needed to process an application. Applicants are encouraged to submit supporting documentation with the application.

TABLE B – Significant Features Checklist

Development Circumstance OR Features of Interest to the Province	a) If a feature, is it on site or within 500 metres ? OR b) If a development circumstance, does it apply?		If a feature/land use, specify distance from site (in metres).	Additional information that may be needed
	Yes (✓)	No (✓)		
Class 1 industry ¹				If sensitive land use is proposed within 70 m from the boundary lines, a noise/odour/particulate study may be needed.
Class 2 industry ²				If sensitive land use is proposed within 300 m from the boundary lines, a noise/odour/particulate study or other studies may be needed.
Class 3 industry ³				If sensitive land use is proposed within 1000 m from the boundary lines, an assessment of the full range of impacts and mitigation measures may be needed.
Landfill site(s): closed/active landfill				<p>If sensitive land use is proposed, and if within 500 m of the perimeter of the fill area, studies including leachate and groundwater impacts, noise, methane gas control, odour, vermin and other impacts may be needed.</p> <p>The proponent may also be requested to provide other information such as age and size of landfill site; type of waste disposed on site; projected life of site; size of buffer area; amount of truck traffic per day, etc.</p> <p>If proposal is on a closed landfill that is 25 years old or less, approval under Section 46 of the <i>Environmental Protection Act</i> is required and should be obtained prior to any <i>Planning Act</i> approval.</p>
Sewage treatment plant and waste stabilization pond				<p>Need for a feasibility study if the proposal is for a sensitive land use and the property line is within:</p> <ul style="list-style-type: none"> • 100 m from the periphery of the noise/odour-producing source structure of a sewage treatment plant (STP) producing less than 500 cubic metres of effluent per day; or • 150 m from the periphery of the noise/odour-producing source structure of a STP producing greater than 25,000 cubic metres of effluent per day; or • 400 m from the boundary line of a waste stabilization pond.

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	Yes (✓)	No (✓)		
Provincial highway				Consult with the Ministry of Transportation in order to assess whether direct access to the provincial highway will be permitted. If so, permits will be required for all proposed buildings/land use and entrances within the permit control area in accordance with the <i>Public Transportation and Highway Improvement Act</i> . If the proposal is located in proximity to a provincial highway, a traffic impact study and a storm water management report would be required by the Ministry of Transportation.
Airports where Noise Exposure Forecast (NEF) or Noise Exposure Projection (NEP) greater than 30				If the proposal is to redevelop existing residential uses and other sensitive land uses, or infill of residential and other sensitive land uses in areas above 30 NEF/NEP, assess feasibility of proposal by demonstrating no negative impacts on the long-term function of the airport.
Active railway lines and major highways				A noise feasibility study may be needed to determine possible noise impacts and appropriate mitigation measures if sensitive land use is proposed within: <ul style="list-style-type: none"> • 500 m of a main railway line or of any provincial highway; • 250 m of a secondary railway; • 100 m of other railways or a freeway right-of-way; and • 50 m of a provincial highway right-of-way.
Electricity generating station, hydro transformers, railway yards, etc.				If a sensitive land use is proposed, and if within 1000 meters, a noise study may be needed to determine possible noise impacts and appropriate mitigation measures.
High voltage electric transmission line				Consult the appropriate electric power service/utility for required buffer/separation distance.
Transportation, other infrastructure, utility and hydro corridors				For all corridors, demonstrate that the proposed development in planned corridors would not preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.
Agricultural operations				If development is proposed outside of a settlement area, it must comply with the Minimum Distance Separation Formulae.

TABLE B – Significant Features Checklist

Development Circumstance OR Features of Interest to the Province	a) If a feature, is it on site or within 500 metres ? OR b) If a development circumstance, does it apply?		If a feature/land use, specify distance from site (in metres).	Additional information that may be needed
	Yes (✓)	No (✓)		
Mineral mining operations and petroleum resource operations and known petroleum resources.				<p>If within 1000 m, demonstrate that development and activities would:</p> <ul style="list-style-type: none"> • Not preclude or hinder the expansion of existing operations, or their continued use, or establishment of new resource operations, or access to the resources; • not be incompatible for reasons of public health, public safety or environmental impacts; <p>OR</p> <ul style="list-style-type: none"> • serve a greater long-term public interest if the resource use is not feasible, and • address issues of public health, public safety and environmental impacts.
Mineral aggregate operations, and known deposits of mineral aggregate resources				<p>If a sensitive land use is proposed, a feasibility study is needed to determine noise, dust/particulate and hydrogeology if within:</p> <ul style="list-style-type: none"> • 1000 m of the property boundary line (or licensed area) of any land designated for or an existing pit, or • 1000 m of the property boundary line (or licensed area) of any land designated for or an existing quarry. <p>If within 1000 m of a known deposit of sand and gravel or a bedrock resource, the applicant needs to demonstrate that development and activities would:</p> <ul style="list-style-type: none"> • not preclude or hinder the expansion of existing operations, or their continued use, or establishment of new resource operations or access to the resources; • not be incompatible for reasons of public health, public safety or environmental impacts; or • serve a greater long-term public interest if the resource use is not feasible, and

TABLE B – Significant Features Checklist

Development Circumstance OR Features of Interest to the Province	a) If a feature, is it on site or within 500 metres ? OR b) If a development circumstance, does it apply?		If a feature/land use, specify distance from site (in metres).	Additional information that may be needed
	Yes (✓)	No (✓)		
				<ul style="list-style-type: none"> address issues of public health, public safety and environmental impacts.
Significant coastal wetlands; Significant habitat of endangered species and threatened species				<p>Development and site alteration are not permitted in these features.</p> <p>Are any significant wetlands, significant coastal wetlands or unevaluated wetlands present on the subject lands or within 120 m?</p> <p>Are any known significant habitats present on the subject lands or within 50 m?</p> <p>Has there been a preliminary site assessment to identify whether potentially significant habitats are present?</p>
Significant wetlands in the Canadian Shield				<p>Development and site alterations are not permitted in the feature, unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.</p> <p>Are any significant wetlands, significant coastal wetlands or unevaluated wetlands present on the subject lands or within 120 m?</p>
Significant wildlife habitat; Significant Areas of Natural and Scientific Interest				<p>Development and site alteration are not permitted in the feature unless no negative impacts on the natural features or their ecological functions have been demonstrated.</p> <p>Are any significant wildlife habitat, and Areas of Natural and Scientific Interest (ANSIs) on the subject lands or within 50 m?</p> <p>If yes to the above, an environmental impact study may be needed.</p> <p>Consult with the regional Municipal Services Office.</p>

TABLE B – Significant Features Checklist

Development Circumstance OR Features of Interest to the Province	a) If a feature, is it on site or within 500 metres ? OR b) If a development circumstance, does it apply?		If a feature/land use, specify distance from site (in metres).	Additional information that may be needed
	Yes (✓)	No (✓)		
Fish habitat				<p>Development and site alteration are not permitted in fish habitat except in accordance with provincial and federal requirements.</p> <p>Is any fish habitat on the subject lands or within 15 m?</p> <p>Is any lake trout lake on the subject lands or within 30 m?</p> <p>If yes to the above, an environmental impact study may be needed.</p> <p>Consult with Ministry of Municipal Affairs and Housing early in the planning proposal stage.</p>
Adjacent lands to natural heritage features and areas				<p>Development and site alteration are not permitted on adjacent lands to natural heritage features unless:</p> <ul style="list-style-type: none"> the ecological function of the adjacent lands has been evaluated; and it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.
Sensitive surface water features and sensitive groundwater features				<p>Development and site alteration are restricted in or near sensitive surface water features and sensitive groundwater features.</p> <p>Demonstrate suitable mitigation measures and/or alternative development approaches to protect, improve or restore sensitive surface water features, sensitive groundwater features and their hydrologic functions.</p>
Water quality and quantity				<p>For all plans of the subdivision/condominium proposals, a stormwater management plan or an assessment is generally required to determine potential impacts on water quality and quantity.</p> <ul style="list-style-type: none"> If the proposal is adjacent to a water body such as a lake or stream, wetland, spring, or ground water recharge area, an impact assessment on the water body may be needed.

TABLE B – Significant Features Checklist

Development Circumstance OR Features of Interest to the Province	a) If a feature, is it on site or within 500 metres ? OR b) If a development circumstance, does it apply?		If a feature/land use, specify distance from site (in metres).	Additional information that may be needed
	Yes (✓)	No (✓)		
				Development adjacent to a lake trout lake must address other requirements. Consult with the Ministry of Municipal Affairs and Housing early in the planning stage. The province has particular interests in lake trout lakes.
Cultural heritage and archaeology				<p>Significant built heritage resources and significant cultural heritage landscapes shall be conserved; adverse impacts on these resources are to be mitigated.</p> <p>Development and site alteration shall only be permitted on lands containing archaeological resources or areas of archaeological potential if significant archaeological resources have been conserved by removal and documentation, or by preservation on site.</p> <p>Where significant archaeological resources must be preserved on site, only development and site alteration which maintain the heritage integrity of the site may be permitted.</p> <p>Development and site alteration may be permitted on adjacent lands to protected heritage property if it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.</p> <p>Mitigation measures and/or alternative development approaches may be required in order to conserve the heritage attributes of the protected heritage property affected by proposed adjacent development or site alteration.</p>
Human-made hazards ⁴ including mine hazards and high forest fire hazards				<p>Development proposed on abutting or adjacent to lands affected by mine hazards, oil, gas and salt hazards, or former mineral mining operations, mineral aggregate operations, or petroleum resource operations may be permitted only if rehabilitation measures to address and mitigate known or suspected hazards are under-way or have been completed.</p> <p>Are the subject lands on or within 75 m of existing un-decommissioned oil and gas works?</p>

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Development Circumstance OR Features of Interest to the Province	a) If a feature, is it on site or within 500 metres ? OR b) If a development circumstance, does it apply?		If a feature/land use, specify distance from site (in metres).	Additional information that may be needed
	Yes (✓)	No (✓)		
				Are the subject lands on or within 1000 m of a salt solution mining well? Demonstrate how the hazard(s) will be addressed.
Mine hazards, former mining operations, or rehabilitated and abandoned mine sites				If proposal is on, adjacent to, or within 1000 m of mine hazards, former mining operations, rehabilitated mine sites, abandoned mine sites, or AMIS identified sites, progressive and final rehabilitation will be required to accommodate subsequent land uses. All work must be completed to the satisfaction of the Province.
Non-operating mine site within 1000 metres				Was the mine rehabilitated? Have potential impacts been addressed? If within 1000 m, demonstrate to the satisfaction of the Ministry of Northern Development and Mines that the mine has been rehabilitated OR all potential impacts have been investigated and mitigated.
Rehabilitated and abandoned mine sites				If proposal is on, adjacent to, or within 1000 m, consult with the Ministry of Northern Development and Mines. Progressive and final rehabilitation will be required to accommodate subsequent land uses.
Contaminated sites				To determine potential soil contamination, there is a need for a Phase 1 Environmental Site Assessment (ESA) as per applicable regulation of the Ministry of the Environment. A Phase 2 Environmental Site Assessment is needed if the site has potential for soil contamination. Remediation of contaminated sites shall be undertaken, as necessary, prior to any activity on the site(s) associated with any proposed new sensitive use such that there will be no adverse effects. A Record of Site Condition (RSC) is required where a more sensitive use is proposed.
Natural Hazards				Development should generally be directed to areas outside of hazardous lands and hazardous sites. Is your development proposal within:

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Development Circumstance OR Features of Interest to the Province	a) If a feature, is it on site or within 500 metres ? OR b) If a development circumstance, does it apply?		If a feature/land use, specify distance from site (in metres).	Additional information that may be needed
	Yes (✓)	No (✓)		
				<ul style="list-style-type: none"> • a dynamic beach hazard? • the defined portions of the one hundred year flood level along the connecting channels of the Great Lakes? • areas that would be inaccessible as a result of flooding, erosion, or dynamic beach hazards and a floodway? <p>Is your proposal subject to limited exceptions such as:</p> <ul style="list-style-type: none"> • safe access appropriate for the nature of the development and the natural hazard? • Special Policy Area? • uses which by their nature must locate in the floodway? <p>Where development is permitted in portions of hazardous lands and hazardous sites not subject to the above prohibitions, flood-proofing, protection works standards and access standards must be adhered to. In addition, vehicles and people need to have a way to safely enter and exit the area, hazards cannot be created or aggravated and there can be no adverse environmental impacts.</p> <p>Are the subject lands within or partially within:</p> <ul style="list-style-type: none"> i) hazardous lands adjacent to the shorelines of the Great Lakes – St Lawrence River System and large inland lakes (includes flooding, erosion and dynamic beach hazards)? ii) hazardous lands adjacent to river, stream and small inland lake systems (includes flooding and erosion hazards)? iii) hazardous sites (includes unstable soils and unstable bedrock)? iv) a special policy area shown in an approved official plan? v) the flood fringe in an area subject to the two zone concept of floodplain management? <p>If your proposal is in a hazardous area, demonstrate how the hazards will be avoided, or where appropriate, addressed through standards and procedures such as flood-proofing and protection works.</p>

1. Class 1 industry - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.
2. Class 2 industry - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.
3. Class 3 industry - indicate if within 1000 metres; processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.
4. Hazardous sites - property or lands could be unsafe for development or alteration due to naturally occurring hazard. These hazards may include unstable soils (sensitive marine clays – Leda, organic soils) or unstable bedrock (Karst topography).

6.3 Housing Affordability: For applications that include permanent housing (i.e. not seasonal) complete Table C below. For each type of housing and unit size, complete the rest of the row. If lots are to be sold as vacant lots, please indicate the lot frontage. Information should be based on the best information available at the time of application. If additional space is needed, attach on separate page.

TABLE C - Housing Affordability

For example: Single-detached - 10 units; 100 sq. m.; 2 bedrooms; \$120,000				
Housing Type	# of Units	Unit Size (sq. m.)	Lot Frontage (m)	Estimated Selling Price/Rent
Single Detached				
Link/Semi-Detached				
Row or Townhouse				
Apartment Block				
Other Types or Multiples				

6.4 Is there any other information which may relate to the affordability of the proposed housing, or the type of housing needs served by the proposal?

YES NO If **YES**, explain in Section 8.1 or attach on a separate page.

7. SERVICING

7.1 A pre-design brief and conceptual plans are to be submitted for the following:

STORM DRAINAGE: all development;

SEWER; WATER: where municipal sewer or water services are proposed

Indicate in a) and b) the proposed servicing type. Select the appropriate servicing type from Table D. Attach and provide the name of any additional servicing information/reports as indicated in the Table.

- a) Indicate the proposed sewage disposal system.

- b) Indicate the proposed water supply system.

- c) Name of servicing information/reports.

Attachment # 3 Attached? _____ Pre-design Brief Attached? _____ Other required reports Attached? _____

Table D - Sewage Disposal and Water Supply

Service Type	Action or Needed Information/Reports
Sewage Disposal	
a) Public piped sewage system	Attachment #3 must be completed. Please also submit pre-design brief and conceptual plans.
b) Public or private communal septic system	<p>For the development of 5 or more lots/units: servicing options report, hydrogeological/soils reports², and indication whether a public body is willing to own and operate the system³.</p> <p>For the development of less than 5 lots/units and generating more than 4500 litres per day effluent: servicing options report and a hydrogeological report².</p> <p>For development of less than 5 lots/units and generating less than 4500 litres per day effluent: hydrogeological report.</p>
c) Individual septic system(s)	<p>For the development of 5 or more lots/units: servicing options report and hydrogeological/soils report².</p> <p>For the development of less than 5 lots/units and generating more than 4500 litres per day effluent: servicing options report and a hydrogeological report.</p> <p>For development of less than 5 lots/units and generating less than 4500 litres per day effluent: hydrogeological report.</p>
d) Other	To be described by the applicant.
Water Supply	
a) Public piped water system	Attachment #3 must be completed. Please also submit pre-design brief and conceptual plans.
b) Public or private communal well(s)	<p>For the development of more than 5 lots/units: servicing options report, hydrogeological report² and indication whether a public body is willing to own and operate the system³.</p> <p>For non-residential development where water will be used for human consumption: hydrogeological report².</p>
c) Individual well(s)	<p>For the development of more than 5 lots/units: servicing options report and hydrogeological report².</p> <p>For non-residential development where water will be used for human consumption: hydrogeological report².</p>
d) Communal surface water	Approval of a "water taking permit" under Section 34 of the <u>Ontario Water Resources Act</u> is necessary for this type of servicing.
e) Individual surface water	Servicing options statement.
f) Other	To be described by applicant.

Notes:

- Confirmation that MOEE and the municipality concur with the servicing options statement will facilitate the review of the application.
- Before undertaking a hydrogeological/soils report, consult MOEE about the type of hydrogeological/soils assessment MOEE would expect to see given the nature and location of the proposal.
- Where communal services are proposed (water and/or sewage), these services must be owned by the municipality, unless otherwise permitted by MOEE. Where communal services are proposed please submit a letter from the City Engineering Division that the City will consider the establishment of a communal system. (see Section 6. of Attachment #3)

7.2 Indicate in a), b) and c) the proposed type of storm drainage and access. Select the appropriate type from Table E. Attach and provide the servicing information as indicated in the Table.

- a) Indicate the proposed storm drainage system.

- b) Indicate the proposed road access to the subject land.

- c) Is water access proposed to the subject land? YES NO If YES, attach a description of the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road. Attached _____
- d) Are the preliminary stormwater management report, i.e. pre-design brief and conceptual plans attached?
YES NO If not attached as a separate report, in what report can it be found.

TABLE E - Storm Drainage, Road Access and Water Access

Service Type	Action or Needed Information/Reports
Storm Drainage	
a) Sewers	A preliminary stormwater management report is required (i.e. pre-design brief and conceptual drainage plan) and should be prepared concurrent with any hydrogeological/soils reports for submission with the application. A storm water management plan will be needed prior to final approval of a plan of subdivision or as a requirement of site plan approval.
b) Ditches or swales	
c) Other	
Road Access	
a) Provincial highway	Application for an access permit should be made concurrent with this application. An access permit is required from MTO before any development can occur.
b) Municipal or other public road maintained all year	No action at this time. Acceptance of road alignment and access will be confirmed when the application is circulated for comment.
c) Right of way	Access by right of ways on private roads are not usually permitted, except as part of condominium.
d) Water Access	Information from the owner of the docking facility on the capacity to accommodate the proposed development will assist the review.

8. ARCHEOLOGY

8.1 Does the subject land contain any known archaeological resources or areas of archaeological potential? YES NO

If YES, does the plan propose to develop lands within the subject lands that contain:

• known archaeological resources^{1?} YES NO

• areas of archaeological potential^{2?} YES NO

8.2 If YES to 8.1, the following reports must be prepared:

- a) an archaeological assessment that is prepared by a person who holds a licence that is effective with respect to the subject land and issued under Part 6 (Conservation of Resources of Archaeological Value) of the *Ontario Heritage Act*, and
- b) a conservation plan for any archaeological resources identified in the assessment.

Titles of reports:

8.3 Are the reports attached? YES NO If NO, discuss the reasons with City staff.

- Notes:
- 1. Archaeological resources include artifacts, archaeological sites and marine archaeological sites. Refer to the PPS for the definition.
 - 2. Areas of archaeological potential, means areas with the likelihood to contain archaeological resources. Refer to the PPS for the definition.

9. OTHER INFORMATION

9.1 Is there any other information that you think may be useful to the City or other agencies in reviewing this application? If so, explain below or attach on a separate page.

10. THE DRAFT PLAN

10.1 Subsection 51 (17) of the Planning Act requires submission of a key map, at a scale of not less than 1:10000 and a draft plan drawn to scale, showing the matters described in the subsection. 10 copies of the draft plan, on 8 ½" x 11" paper are needed in addition to a minimum of 40 folded copies of the draft plan drawn to scale.

11. DATE OF APPLICATION

■ 11.1 This application is being filed with the City of Thunder Bay Development Services Department on the _____ day of _____, 20_____.

12. AFFIDAVIT OR SWORN DECLARATION

■ 12.1 Affidavit or Sworn Declaration

I, _____ of the _____
(Name) (Municipality)

in the province of _____

make oath and say (or solemnly declare) that the information required under Schedule 1 to Ontario Regulation 544/06 and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate

Sworn (or declared) before me

at the _____
in the _____
this _____ day of _____, 20_____

Commissioner of Oaths

Applicant

13. AUTHORIZATIONS

- 13.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I, (We) _____, am (are) the owner(s) of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and I (we) authorize _____ to make this application on my (our) behalf.

_____ Date

_____ Signature of Owner(s)

- 13.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

Authorization of Owner for Agent to Provide Personal Information

I, (We) _____ am (are) the owner(s) of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and for the purposes of the Freedom of Information Protection of Privacy Legislation, I (we) authorize _____ as my (our) agent for this application, to provide any of my (our) personal information that will be included in this application or collected during the processing of the application.

14. CONSENT OF OWNER

14.1 Complete the consent of the owner concerning personal information set out below.

Consent of the Owner to the Use and Disclosure of Personal Information

I, (We) _____ am (are) the owner(s) of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and for the purposes of the Freedom of Information Protection of Privacy Legislation I (we) authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

Date

Signature of Owner(s)



ATTACHMENT #1

OFFICIAL PLAN/ZONING CONFORMITY STATEMENT

This form is to be filled out by the **City Planning Services Division**.
The applicant must attach this form to the Subdivision/Condominium application.

A) Subdivision/Condominium Information (to be completed by applicant)

Applicant's Name: _____

Legal description of lands (lot number and registered plan or other legal description):

Proposed Use: _____

Number of Lots: _____

Date of plan and latest revision: _____

Name of person or company that prepared the plan: _____

B) Official Plan Status

1) Does this subdivision/condominium application conform to the Official Plan? YES NO

2) Please explain why the application conforms or does not conform to the Official Plan.

ATTACHMENT # 1

OFFICIAL PLAN/ZONING CONFORMITY STATEMENT (cont'd)

3) If City Council has adopted an associated Official Plan Amendment that relates to this subdivision/condominium application, please provide:

adopting By-law Number _____ Official Plan Amendment Number _____

4) If the Amendment is in process:

What is the City File Number _____

C) Housing (complete only if housing is proposed)

Does this application support the Official Plan Policies that relate to Affordable Housing? YES NO

Please explain how this application supports or does not support these policies.

DATED _____

(signature)
Director, Planning Services Division

D) Zoning By-law Status

Does the subject property need to be rezoned to accommodate the proposal? YES NO

Has a zoning by-law amendment application been made? YES NO

If **YES**, what is its status (include City file number)

ATTACHMENT # 1

OFFICIAL PLAN/ZONING CONFORMITY STATEMENT (cont'd)

If a by-law has been adopted, please give the by-law number _____

Have any appeals been lodged? YES NO

If **YES**, please attach a short note describing the reason for appeal or a copy of the appeal(s)

DATED

(signature)
Director, Planning Services Division



ATTACHMENT #2

PARKS DIVISION PARKLAND STATEMENT

This form is to be filled out by the **City Parks Division**. The applicant must attach this form to the Subdivision/Condominium application.

A) Subdivision/Condominium Information (to be completed by applicant)

Applicant's Name: _____

Legal description of lands (lot number and registered plan or other legal description):

Proposed Use: _____

Number of Lots: _____

Date of plan and latest revision: _____

Name of person or company that prepared the plan: _____

B) Parkland Dedication

1) Is there a parkland dedication requirement for this proposal? YES NO

If **YES**, check ✓ which apply:

Land

Cash-in-lieu

5%

2% for commercial/industrial lands

other

If **OTHER**, please explain:

ATTACHMENT #2

PARKS DIVISION PARKLAND STATEMENT (cont'd)

If land is being requested, please specify which lands are to be dedicated?

DATED

(signature)

(print name and position)

ATTACHMENT #3
SERVICING FORM

This form is to be filled out by the **City Engineering Division**. The applicant must attach this form to the Subdivision/Condominium application.

A) Subdivision/Condominium Information (to be completed by applicant)

Applicant's Name: _____

Legal description of lands (lot number and registered plan or other legal description):

Proposed Use: _____

Number of Lots: _____

Date of plan and latest revision: _____

Name of person or company that prepared the plan: _____

B) Servicing

1) Does this proposal fit the City servicing plan? YES NO

2) What is the existing unassigned capacity of

a) the sewage treatment plan?

b) the water treatment plan?

ATTACHMENT # 3

SERVICING FORM (cont'd)

- 3) If the application is proposed on municipal service (i.e. sewer and/or water),
 - c) Is there sewer and water capacity for this application? YES NO
 - d) Is there sewer capacity for this application? YES NO
 - e) Is this answer based on sewer and water capacity calculated in accordance with MOEE guidelines?
 YES NO

Comments:

- 1) If there is inadequate capacity, are there any remedial measures or plans to upgrade the sewage and/or water system that would accommodate this development?
 YES NO If **YES**, explain:

- 2) Is this the only subdivision/condominium application that could potentially use this capacity?
 YES NO If **NO**, list others, including ministry or municipal file numbers.

Is there sewage capacity for all these applications? YES NO

ATTACHMENT # 3

SERVICING FORM (cont'd)

3) If the proposed plan is to be serviced by a communal system, is the municipality prepared to accept ownership of the system? If **YES**, explain the conditions that would have to be met, if known at this time. Please also attach a letter from the City Engineering Division that the City will consider the establishment of a communal system.

4) Is there existing landfill site capacity? YES NO If **NO**, are there alternatives? Explain

5) Is there municipal or provincial public road access? YES NO

Is street classification/traffic management study required? YES NO

DATED

(signature)

(print name and position)