

## PART I - APPLICATION FOR EASEMENT REDUCTION

**PLEASE NOTE:** *A dimensioned Site Plan drawn to scale showing the proposed easement reduction must accompany this Application, together with a \$372.90 (\$330.00 admin fee + \$42.90 HST) (non refundable) Administration Fee payable to the City of Thunder Bay. Applicant to be responsible for any additional costs.*

DATE: \_\_\_\_\_, 20\_\_\_\_

APPLICANT/AGENT: \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ FAX# \_\_\_\_\_ EMAIL: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_  
*(If different from Applicant)*

PROPERTY ADDRESS: \_\_\_\_\_

MAILING ADDRESS *(If different from above):* \_\_\_\_\_

LEGAL DESCRIPTION: \_\_\_\_\_

TYPE/LOCATION OF EASEMENT: \_\_\_\_\_

DESCRIPTION OF EASEMENT: Part(s) \_\_\_\_\_ on Reference Plan 55R- \_\_\_\_\_

REASON FOR REDUCTION REQUEST: \_\_\_\_\_

SIZE OF PROPOSED REDUCTION: \_\_\_\_\_

SIZE OF REMAINING EASEMENT: \_\_\_\_\_

**PLEASE NOTE:**

- 1. The appropriate documentation to reduce the easement will be registered against title to the subject lands at the Applicant's expense; and*
- 2. A Plan of Survey will be required to legally describe the easement to be reduced at the Applicant's expense.*

# Part II - APPROVAL FOR EASEMENT REDUCTION

It is recommended that you contact the following individuals and arrange appointments with them to review the request for easement reduction application and sketch.

RE: PROPERTY ADDRESS \_\_\_\_\_

**CITY OF THUNDER BAY – ENGINEERING DIVISION**  
**AARON WARD 625-2444 [AARON.WARD@THUNDERBAY.CA](mailto:AARON.WARD@THUNDERBAY.CA)**

**REDUCTION GRANTED**  **REDUCTION DENIED**

**IF DENIED:**

Will not pursue order to remove encroachment at this time but may request encroachment to be removed if access to infrastructure/drainage/r.o.w needed.  Must be removed from easement

**CONDITIONS/COMMENTS:** \_\_\_\_\_

**REVIEWED BY:** \_\_\_\_\_

Name & Title (Please Print)

**DATE:** \_\_\_\_\_, 20\_\_\_\_

**AUTHORIZED SIGNATURE**

**THUNDER BAY TELEPHONE: MITCHELL MALCOLM 625-3016**  
**[MITCHELL.MALCOLM@TBAYTEL.COM](mailto:MITCHELL.MALCOLM@TBAYTEL.COM)**

**REDUCTION GRANTED**  **REDUCTION DENIED**

**IF DENIED:**

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**CONDITIONS/COMMENTS:** \_\_\_\_\_

**REVIEWED BY:** \_\_\_\_\_

Name & Title (Please Print)

**DATE:** \_\_\_\_\_, 20\_\_\_\_

**AUTHORIZED SIGNATURE**

**SYNERGY NORTH: ARMANDO SIMEONI 343-1005**  
**[ASIMEONI@SYNERGYNORTH.CA](mailto:ASIMEONI@SYNERGYNORTH.CA)**

**REDUCTION GRANTED**  **REDUCTION DENIED**

**IF DENIED:**

Will not pursue order to remove encroachment at this time but may request encroachment to be removed if access to infrastructure/drainage/r.o.w needed.  Must be removed from easement

**CONDITIONS/COMMENTS:** \_\_\_\_\_

**REVIEWED BY:** \_\_\_\_\_

Name & Title (Please Print)

**DATE:** \_\_\_\_\_, 20\_\_\_\_

**AUTHORIZED SIGNATURE**

**ENBRIDGE GAS: JONATHAN FOULDS 684-8895**  
**[JONATHAN.FOULDS@ENBRIDGE.COM](mailto:JONATHAN.FOULDS@ENBRIDGE.COM)**

**REDUCTION GRANTED**  **REDUCTION DENIED**

**IF DENIED:**

Will not pursue order to remove encroachment at this time but may request encroachment to be removed if access to infrastructure/drainage/r.o.w needed.  Must be removed from easement

**CONDITIONS/COMMENTS:** \_\_\_\_\_

**REVIEWED BY:** \_\_\_\_\_

Name & Title (Please Print)

**DATE:** \_\_\_\_\_, 20\_\_\_\_

**AUTHORIZED SIGNATURE**

**SHAW CABLE: [ProjectManagerOntario@sjrb.ca](mailto:ProjectManagerOntario@sjrb.ca)**

**REDUCTION GRANTED**  **REDUCTION DENIED**

**IF DENIED:**

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**CONDITIONS/COMMENTS:** \_\_\_\_\_

**REVIEWED BY:** \_\_\_\_\_

Name & Title (Please Print)

**DATE:** \_\_\_\_\_, 20\_\_\_\_

**AUTHORIZED SIGNATURE**