

1952-1970

64 cm. of textual records

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Under the provisions of the Planning Act, when land was to be subdivided for the purpose of being sold, conveyed or leased in lots by reference to a registered plan of subdivision, a draft plan, together with an application, was forwarded to the Ministry of Planning and Development for approval. The Ministry would then confer with officials of the affected municipality, including the City Planner and Planning Board, to ensure that the plan would meet all necessary requirements. Some of these requirements included the conformity of the plan to the Official Plan, and any adjacent plans of subdivision in the municipality, the suitability of the land for the purposes for which it was being subdivided, the number, width, location and proposed grades and elevations of highways in the subdivision and its vicinity, any restrictions on the land with regard to structures proposed to be erected, and the adequacy of utilities and municipal services.

The files in this series were generated at the time Mr. T. B. McCormack was the City Planner and Secretary-Treasurer of the Port Arthur Planning Board. They relate to the Ministry's confirmation of compliance by the applicant. Also included in these files is correspondence and documentation between the City, the applicants and any other concerned parties, which was necessary in order to meet these requirements and any requirements of the municipality.

The files are arranged alpha-numerically by a subdivision number and either the name of the applicant/owner, the subdivision or a legal description.

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A detailed file list is available.

Further accruals are not anticipated.

Any plans contained in the files have not as yet been removed.

Other records relating to this series may be found in Series 29, City Clerk's Files, under the categories "Planning" and "Property" and Series 95, Subdivision Reference Files.