

# City Of Peterborough

## Subdivision & Condominium Application

for applying for approval under Section 51(17) of the *Planning Act* and under Section 50 of the *Condominium Act*



1.

Municipal Address:	Concession Number: Lot Number:	Reference Plan: Part Numbers:
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2. In the past, has the subject land ever been the subject of an application for approval of: a plan of subdivision under section 51 of the *Planning Act*; a consent under section 53 of the *Act*; a minor variance; a site plan, an Official Plan Amendment; a zoning by-law amendment; or a Minister's zoning order? (circle one): YES NO UNKNOWN

If YES, please give: File No(s): Decision:  
Registered Plan Number: Date of Registration:

3. Complete the following and check the box next to the person or firm to whom the correspondence should be addressed.

	Name	Address and Postal Code
Registered Owner	Contact: Phone: Fax:	
Authorized Agent or Planning Consultant	Contact: Phone: Fax:	
Solicitor	Contact: Phone: Fax:	
Ontario Land Surveyor	Contact: Phone: Fax:	

4. **Proposed Land Use:** Indicate the intended uses of land in the proposal. Please list the following definitions for residential buildings:

- row/town (multiple attached) - a residential building containing 3 or more units with individual direct access to the street.
- apartment - a building containing 3 or more dwelling units each with access to the street via a common corridor.

Intended Use	Dwelling Units	Number of Lots and/or Blocks	Land Area (ha)	Density Proposed (Dwelling units per ha)	Parking Spaces	This section for Condominium Description Applications Only		
						Parking Spaces	Date of Construction	Floor Coverage
Single Detached Residential								
Double or Semi-detached Residential								
Row and Town Housing								
Apartments								
Seasonal Residential								
Mobile Home								
Other Residential (specify)								
Neighbourhood Commercial								
Other Commercial								
Industrial								
Park or Open Space								
Institutional (specify)								
Other (specify)								
Easements/ Walkways								
Roads								

Intended Use	Dwelling Units	Number of Lots and/or Blocks	Land Area (ha)	Density Proposed (Dwelling units per ha)	Parking Spaces	This section for Condominium Description Applications Only		
						Parking Spaces	Date of Construction	Floor Coverage
<b>TOTAL</b>								

**5. Planning Information for Site:**

Current <b>Zoning</b> :	Current <b>Official Plan</b> designation:
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**For condominium description applications only:**

**a) New Buildings**

Has a site plan for the proposed condominium been approved? (circle one)    YES        NO  
 If YES, has a site plan agreement been entered into? (circle one)    YES        NO  
 Has a building permit been issued? (circle one)    YES        NO  
 Is the proposed condominium under construction? (circle one)        YES    NO

**b) Existing Buildings**

Is the proposed condominium completed? (circle one)        YES        NO  
 If YES, what date was it completed? \_\_\_\_\_  
 Is the proposed condominium a conversion of a building containing residential rental units? (circle one)        YES        NO  
 If YES, how many units are to be converted? \_\_\_\_\_

**SERVICING**

**6.** Indicate what services are proposed and briefly describe servicing strategy.

How will the following services be provided to the subject property? (check applicable boxes)	WATER	SEWAGE DISPOSAL (SANITARY SEWERS)	STORM DRAINAGE (STORM SEWERS)
Publicly owned and operated piped water system			
Privately owned and operated individual or communal well			
Lake or other water body			
Other (please specify)			
Publicly owned and operated sewer system			
Privately owned and operated (individual or communal) septic system			
Other (please specify)			
Sewers			
Ditches			
Swales			
Other (please specify)			

If other servicing problems are foreseen, what are they?

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What solutions are proposed?

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**ACCESS**

**7.** How will access to the subject land be provided? (check appropriate space):

Provincial Highway	Municipal Road (open all year)	Municipal Road (open seasonally)	Public Road	Right-of-way	Water
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If access is by water only, what are the parking and docking facilities that are used or to be used, and what is the approximate distance of these facilities from the subject land and the nearest public road?

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**SITE APPRAISAL AND EVALUATION**

8. Give a brief description of the existing land use, vegetation, topography and drainage on the site. \_\_\_\_\_

\_\_\_\_\_

**9. Environmental Effects**

What measures have been taken to eliminate any adverse environmental effects from the development on the surrounding area (e.g., traffic, noise, odours, pollution of nearby water bodies, run-off, etc.) and to eliminate any adverse effects from the adjacent area on the proposed development (e.g., buffering, berms, setbacks, etc.)? In agricultural areas refer to the Agricultural Code of Practice. Where potential adverse environmental effects are foreseen, consultation with the Ministry of the Environment and Energy is recommended.

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**10. Cultural Heritage**

Does the subject lands contain areas of archaeological potential? (circle one) YES NO

If yes, please submit an archaeological assessment prepared by a person licensed under Part VI of the Ontario Heritage Act and a conservation plan for any archaeological resources identified in the assessment.

**ADDITIONAL INFORMATION**

11. Are there any easements or restrictive covenants affecting the subject lands? (circle one) YES NO

If YES, please describe:

\_\_\_\_\_

\_\_\_\_\_

12. Is the subject land currently the subject of any other application (official plan amendment, zoning amendment, minor variance, severance, site plan) under the *Planning Act*? (circle one) YES NO

If YES, what is the application file number(s): \_\_\_\_\_ The status of the application(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

13. Is the proposed plan consistent with the Provincial Policy Statement, 2014? (circle one) YES NO

14. Are the subject lands within an area of land designated under any provincial plan or plans? (circle one) YES NO

If yes, please identify the applicable plan or plans and indicate whether the proposed plan conforms to or does not conflict with the applicable plan or plans.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

15. Additional Information:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**16. AFFIDAVIT**

I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_ solemnly declare that all the above statements contained within the application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effects as if made under oath, and by virtue of *The Canada Evidence Act*.

Declared before me at the \_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
A Commissioner of Oaths  
\_\_\_\_\_  
Applicant/Owner

**17. Owners Authorization**

If an agent is used, the owner must also complete the following or a similar authorization on the face of the draft plan:

I, \_\_\_\_\_ being the registered owner of the subject lands hereby authorize \_\_\_\_\_ to prepare and submit a draft plan of subdivision/condominium for approval.

\_\_\_\_\_  
*Signature of Owner*  
\_\_\_\_\_  
*Date: Year - Month - Day*

NOTE: Under s.51(18) of the *Planning Act*, other information and material in addition to the foregoing, may be required, in order to process the proposed plan of subdivision/condominium. The expense of such will be the applicant's responsibility.

Please ensure that all full-size copies of Draft Plans of Subdivision or Condominium are folded to no larger than 8.5" x 11". Unfolded draft plan submissions will be returned to the applicant.

*revised as of June 2017*