

APPLICATION FOR RELIEF FROM PART LOT CONTROL

(under Section 50 of the Planning Act as amended)

This application must be typed or printed in black or blue ink, completed entirely and signed.

Have you formally consulted with the City of Brantford prior to submitting this application?

Yes No

Name of Planner: _____ Date: _____

If yes, please attach the record/notes of Formal Pre-consultation to the application.

Incomplete applications and any application fees will be returned. A separate cheque must be submitted with application for a complete application review. The Fee Schedule is available on the City of Brantford's Planning Fees webpage.

Withdrawal of applications is required in writing and fees are returned pending the stage application is in. Once notices are circulated, no fees are refunded.

File No.: _____

Date Accepted: _____

Roll No.: _____

Related Files: _____

PART I – CONTACT INFORMATION

1. Name of Applicant¹ _____ Phone _____
Address _____ Fax _____
City, Postal Code _____ E-mail _____

¹ If the applicant is a numbered company, also provide the name of a principal of the company.

2. Name of Agent _____ Phone _____
Address _____ Fax _____
City, Postal Code _____ E-mail _____

3. Name of Property Owner² _____ Phone _____
Address _____ Fax _____
City, Postal Code _____ E-mail _____

When was the property acquired by the owner? _____

² It is the responsibility of the owner or applicant to notify the Planning Department of any changes in ownership within 30 days of such a change.

All correspondence, notices, etc. in respect of this development application will be forwarded to the Applicant, Agent and Owner provided that their contact information is included on this form.

Collection of Personal Information:

Personal information collected and recorded through written submissions on this subject, is collected under the authority of the *Municipal Act, 2001*, as amended, and the *Planning Act, 1990 R.S.O. 1990, c.P.13* and will be used by Members of Council or Committee and City of Brantford staff in their consideration of this matter. The written submissions, including names and contact information and the associated reports arising from the public participation process, will be made available to the public, including publishing on the City's website. Video recordings of the all Public Meetings may also be posted to the City of Brantford's website. Questions about this collection should be referred to the City Clerk or the Manager of Development Planning, Planning Department, City of Brantford, 58 Dalhousie Street, Brantford, Ontario, N3T 2J2, 519-759-4150 ext. 5715 or ext. 5295.



PART II – GENERAL PROPERTY DESCRIPTION

1. **Municipal Address:** _____

2. **Legal Description (fill in the parts that are applicable):**

Registered Plan No. _____ Lot(s)/Block(s) _____

Reference Plan No. _____ Part(s) _____

Former Township _____ Concession _____ Lot(s) _____

3. **Particulars of Property (in metric units)**

Frontage/Width (m) _____ Depth (m) _____ Area (m²/ha) _____

4. **Encumbrances**

Are there any mortgages, easements or restrictive covenants affecting the subject land? Yes No

If yes, provide names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject lands.

5. **Existing Use of Property**

Agricultural Commercial Industrial Institutional Residential Vacant Other(s)

How long have the lands been used/employed for these uses(s)?

6. **Previous Use of Property**

Agricultural Commercial Industrial Institutional Residential Vacant Other(s)

If Industrial or Commercial, specify use:

If previous use of property is industrial or commercial or if **YES** to any of Section 5, a previous use inventory showing all former uses of the subject land, or if appropriate, the land adjacent to the subject land is required.

Is the previous use inventory attached? Yes No

7. **List any Existing Buildings or Structures on the Property**

Type of Building or Structure	All Yard Setbacks (m)				Building Dimensions (m)	Ground Floor Area (m ²)	Height (m)	Year Built	To Be Retained	To Be Removed/ Demolished
	Front	Rear	Side	Side						
1.										
2.										
3.										

If existing dwelling units are proposed to be removed, a separate application and fee are required under the Demolition Control Bylaw.

8. Heritage Features

Are the subject lands within or adjacent to an area considered a Heritage Landscape? Yes No

Are there any buildings or structures on the subject lands that are subject to a Heritage Easement or have been designated under Part IV or Part V of the Ontario Heritage Act? Yes No

Are there any buildings or structures on *the abutting lands* that are subject to a Heritage Easement or have been designated under Part IV or Part V of the Ontario Heritage Act? Yes No

If yes to either of the above, a Heritage Impact Assessment may be required, as per the Brantford Official Plan. Is a Heritage Impact Assessment attached? Yes No

9. Servicing, Drainage and Access

Indicate what services are available:

Water Supply

- Municipal water
- Communal wells
- Individual wells
- Other (describe below)

Sewage Treatment

- Municipal sewers
- Communal system
- Septic tank and tile bed
- Other (describe below)

Storm Drainage

- Storm sewers
- Open ditches
- Other (describe below)

If other, describe:

Indicate what services are proposed:

Water Supply

- Municipal water
- Communal wells
- Individual wells
- Other (describe below)

Sewage Treatment

- Municipal sewers
- Communal system
- Septic tank and tile bed
- Other (describe below)

Storm Drainage

- Storm sewers
- Open ditches
- Other (describe below)

If other, describe:

Has the existing drainage on the subject lands been altered?

Yes No

Does a legal and adequate outlet for storm drainage exist?

Yes No Unknown

Are the subject lands within an area that is subject to the regulations of the Grand River Conservation Authority (GRCA)?

Yes No

Have you pre-consulted with Grand River Conservation Authority (GRCA)?

Yes No

Existing or proposed access to subject lands:



- Unopened Road
- Provincial Highway
- Municipal Road
- Other (describe below)

If other, describe: _____

Name of road/street: _____

PART III – DESCRIPTION OF LAND TO BE DESIGNATED BY REQUESTED BY-LAW

A registered legal description of the land to be described in the requested By-law is to be included in the submission.

A copy of each Reference Plan and other plans referred to in the legal description are to be attached to this Application.

Does applicant own:

- i) Adjacent land Yes No
- ii) Land within 120 metres (400 feet) of the site Yes No

If Yes to i) and/or ii) above, please specify location and dimensions and enclose a copy of Transfer to applicant of the adjacent and/or nearby land.

PART IV – OTHER DEVELOPMENT APPROVALS

1. Are any other types of planning approval under the Planning Act required for this project? Yes No

2. If yes, which type(s)?

- Official Plan Amendment File number: _____ Status: _____
- Zoning Amendment File number: _____ Status: _____
- Plan of Subdivision File number: _____ Status: _____
- Plan of Condominium File number: _____ Status: _____
- Minor Variance File number: _____ Status: _____
- Severance File number: _____ Status: _____

Have submission(s) been made for the other application(s)? Yes No



PART V – SUBMISSION REQUIREMENTS

All information must also be submitted electronically in a pdf format via USB or through an appropriate and secure web-based file share program.

1. **Check the following list to ensure each requirement is met, submissions not meeting these requirements will be returned to the applicant, and processing of the application will not begin until these requirements are satisfied:**

1. One (1) copy of deed of subject property to current registered owner.
2. One (1) copy of deed of subject property to applicant (if different from above).
3. One (1) copy of deed (if different from above) which, because it is contrary to Part Lot Control is invalid and for which applicant seeks by-law to designate land not subject to Part Lot Control.
4. Copy of draft proposed Transfer which applicant would like to sign if the by-law were enacted.
5. Copy of Plan of Subdivision which includes the subject property.
6. Copy of a Reference Plan, which defines the parts to be created.
7. A reference table including all parts and easements for each lot.
8. One (1) copy of the Reference Plan reduced to 8 ½ by 11.
9. A certified list showing the lot area and frontage of each lot to be created.
10. Name, address and phone number of Applicant's lawyer, who will handle City's inquiries on this Application.
11. Name, address and phone number of lawyer for the Transferee of the correcting Transfer (if Part Lot Control by-law is enacted).
12. One (1) copy of the information/reports if indicated, in support of your application.
13. Electronic files of each document.
14. Application fees.

PART VI – ACKNOWLEDGEMENT

I/we hereby submit an application for Relief of Lots from Part Lot Control pursuant to Section 50 of the Planning Act R.S.O. 1990 (as amended), and enclose the required fee.

1. **Permission to Enter Subject Lands**

Permission is hereby granted to City of Brantford Staff and their consultants to enter the premises subject to this development application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Date

Signature of Owner

2. **Freedom of Information**

Application information is collected under the authority of the Planning Act, R.S.O. 1990, c.P.13. In accordance with that Act, it is the policy of the City of Brantford to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I, _____, the Owner, hereby agree and acknowledge
(Print name of Owner)

That the information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, I hereby consent to the City of Brantford making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Date

Signature of Owner



3. Acknowledgement Clauses

- a. I hereby apply for Part Lot Control. I understand that site plan approval is required before a building permit can be issued.
- b. I acknowledge that the City of Brantford is not responsible for identification and remediation of contamination on the property, which is the subject of this Application – by reason of its approval to this Application.

Applicant Signature

Date

Applicant Signature

Date

4. Authorization

If the applicant is not the owner of the land that is the subject of this application, the authorization set out below must be completed.

Authorization of Owner for Agent to make the Application

I, _____ am the owner of the land that is the subject of this application and I authorize _____ to act as my agent in this matter and to make this application on my behalf and to provide any of my personal information that will be included in this application or collected during the processing of this application.

Date

Signature of Owner

5. AFFIDAVIT OR SWORN DECLARATION

I, _____ of the _____ in the _____ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me

at the _____

in the _____

this _____ day of _____, _____.

Signature of Owner Applicant Agent

Signature of a Commissioner, etc.

