

MUNICIPALITY OF CHATHAM-KENT

Application for Subdivision/Condominium/Conversion

File Number _____

Roll No. 3650 - _____ Subject Parcel Address _____

1. Name of Owner: _____
(if numbered company please also indicate name of principal(s))

Address: _____
Street Name *P.O. Box*

Village, Town or City *Province*

Postal Code

Telephone Number *Fax Number*

Email Address

Authorized Agent: _____
(if numbered company please also indicate name of principal(s))

Agent interest in subject lands/application: _____

Address: _____
Street Name *P.O. Box*

Village, Town or City *Province*

Postal Code

Telephone Number *Fax Number*

Email Address

All correspondence should be sent to: owner agent

Who can be contacted during the day for further information? owner agent

2. For Subdivisions we require the following:

- Approved Engineering Municipal Services Drawings
- Draft Plan of Subdivision
- Approved Lot Grading Plan
- Phasing Plan
- Lot Layout Plan
- Plan of proposed Street Names and proposed Street Numbering
- Stormwater Management Plan
- Erosion and Sediment Control Plan
- Registered Deed of Property
- Registerable description acceptable by Registry with P.I.N. numbers
- Acreage and Hectares of property including roads in Phases to be developed
- Application
- Application Fee
- Fee for preparation and registration of Subdivision Agreement

For Subdivisions we may require the following:

- Soils Report
- Traffic Impact Study
- Environmental Assessment
- Detailed Comment from applicable Conservation Authority

3. Date subject land was acquired by owner: _____
 Name of holder of mortgage (or charge or encumbrance): _____
 Address: _____

4. Location of property/legal description:
 Former Municipality: _____
 Lot Number(s), Concession: _____
 Registered Plan Number: _____
 Reference Plan/Part No.: _____

5. Is this a resubmission of an earlier Plan: Yes No Do not know

6. Current Official Plan Designation: _____
 Current Zoning By-law Classification: _____

7. Restrictions:
 Please indicate the nature of any restrictive covenants or easements/rights-of-way affecting the subject lands.

8. Use of property:
 How long has the use been in existence? _____
 If vacant, indicate most recent use:

Existing	
Proposed	

9. Buildings (please include dimensions, height, and date of construction):

Existing	
Proposed	

Location of all buildings (specify distance from side, rear and front lot lines):

Existing	
Proposed	

10. Servicing – road access:

- Provincial Highway
- Municipal year-round
- Municipal – seasonal
- Right-of-way
- Other public road (specify)
- New access required

Water Access – where access to subject land is by water only:

Docking facility (specify) _____

Distance from nearest public road _____

Distance from subject land _____

11. Servicing - water is provided to the subject land by:

- Municipal
- Privately owned and operated individual well
- Private communal well
- Lake or other water body
- Easement to a well
- The existing well is:
- encased
- not encased

The distance between the well and Septic system is - _____ Ft.

Other (specify) _____

***Note: Please be advised that a certificate will be required to confirm the well water is potable if the distance between the well and septic system is not in compliance with the Ontario Building Code.**

12. Servicing – sewage disposal is provided to the subject property by:

- Municipal
- Privately owned and operated individual septic system
- Private communal septic system
- Pit privy
- Other (specify) _____

If there is a septic system on the property, is it in good working order? yes no

13. Servicing – storm drainage is provided to the subject property by:

- sewers
- ditches
- swales
- other (specify) _____

14. Proposed Land Use: Indicate the intended use of land in the proposal.

This Section for Condominium Applications Only

Intended Use	Residential Units	Number of Lots/Blocks	Hectares	Date of Construction	Floor Coverage	Parking Provided	Density Proposed (specify units per Hectare)
Single Family Residential							
Double or Semi-detached Residential							
Row and Town Housing							
Apartments							
Seasonal Residential (cottage/chalet)							
Mobile Home							
Neighbourhood Commercial							
Commercial, other							
Industrial							
Park or Open Space							
Institutional (specify)							
Other (specify)							
TOTAL							

15. For completion on condominium applications only:

- Has the Municipality approved a site plan? yes, date _____ no
- Has a building permit been issued? yes, date _____ no
- Is the building under construction? yes no
- Is this a rental building being converted to a condominium dwelling? yes no
- Are tenants willing to purchase? yes no
- What is the rental vacancy rate in the community? _____

16. Provide a brief description of the existing land use, vegetation, topography and drainage on the site.

17. What measures have been taken to eliminate any adverse environmental effects from the development on the surrounding areas (ie. 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 (ie. 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 Environment is recommended.

18. Other applications – indicate if the subject land is or has been subject to an application under the Planning Act for:

- Official Plan amendment (under Section 17):
File No. _____ Status _____
- Plan of Sub./Condo. (under Section 51):
File No. _____ Status _____
- Zoning By-law amendment (under Section 34):
File No. _____ Status _____
- Consent (under Section 53):
File No. _____ Status _____
- Variance/Permission (under Section 45):
File No. _____ Status _____
- Site Plan (under Section 41):
File No. _____ Status _____

19. Other related matters (please explain):

Applications/Approvals from other agencies _____

Work orders _____

Certificates of approval _____

Designation under other Acts (ie: Ontario Heritage Act) _____

Reports or Studies (ie: environmental assessments) _____

PLEASE NOTE :

It is the responsibility of the applicant to ensure that the application contained herein is fully completed and all the information requested is incorporated in the proper manner prior to submission of the application.

Incomplete applications will result in delays and additional costs in processing the application. Please ensure that all information requested is included prior to submission of the application.

For Municipal Use

Date Application Received _____

Completed Application Checked _____
Date Initials

By making this application, permission is hereby granted to any Municipal staff member and Municipal Planning Consultant to enter upon the premises described in this application at a reasonable time for the purpose of inspecting the property in relation to the proposed application and for distributing information concerning same. This information is being collected pursuant to the Planning Act, Municipal Act and Freedom of Information Act. The information contained herein will be distributed to bodies and agencies prescribed by legislation and regulation and also to interested parties.

If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application. If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

DECLARATION OF APPLICANT(S)

I/WE, of the
of in the of
solemnly declare that:

1. All the statements contained in this application and provided by me are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath. I have been advised that incomplete and/or inaccurate information will delay the processing of my application and result in additional costs to me.
2. I hereby acknowledge receiving and reviewing the user fee tariff and have reviewed the tariffs relating to planning matters. I further understand and agree to be bound by the tariff and specifically agree that I shall pay full cost recovery for any items with a tariff listed as such. I agree that such costs, if not paid for forthwith after being invoiced, shall be paid by the Municipality and added to my municipal tax bill and collected in the same manner as taxes.

.....
Signature of Applicant(s)

.....
Date

.....
Witness

.....
Date

SCHEDULE "A"
Environmental Site Screening Questions

Previous Use of Property

- | | |
|----------------------------------------|---------------------------------------|
| <input type="checkbox"/> Residential | <input type="checkbox"/> Agricultural |
| <input type="checkbox"/> Industrial | <input type="checkbox"/> Parkland |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Institutional | <input type="checkbox"/> Other |

If Industrial or Commercial, specify use:

Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

- Yes No Unknown

Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

- Yes No Unknown

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

- Yes No Unknown

Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

- Yes No Unknown

Have the lands or adjacent lands ever been used as an agricultural operation where pesticides have been applied to the lands?

- Yes No Unknown

Have the lands or adjacent lands ever been used as a weapons firing range?

- Yes No Unknown

Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private landfill or dump?

- Yes No Unknown

If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which contain designated substances (e.g. asbestos, PCB's)?

- Yes No Unknown

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

Yes No Unknown

*Possible uses that can cause contamination include: operation of electrical transformer stations, disposal of waste materials, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals which are present.

If previous use of property is industrial or commercial, or if YES to any of questions above, please attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

ACKNOWLEDGEMENT CLAUSE

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations and guidelines and the Municipality's Official Plan policies pertaining to contaminated sites. I acknowledge that as a condition of approval of this application that the Municipality may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the Municipality of acknowledgement of this Record of Site Condition by the Ministry of Environment. I acknowledge that the Municipality may require the qualified person signing the Record of Site Condition to submit to the Municipality a Declaration acknowledging that the Municipality may rely on the statements in the RSC. I further acknowledge that the Municipality of Chatham-Kent is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in (or as a result of) any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the Municipality of Chatham-Kent, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Date

Signature of Applicant(s)(Owner)