



**PORT COLBORNE**

· PLANNING AND LEGISLATIVE SERVICES ·

File No . \_\_\_\_\_

THE CITY OF PORT  
COLBORNE THE PLANNING  
ACT - SECTION 51  
APPLICATION FOR:

## PLAN OF SUBDIVISION / CONDOMINIUM

The City of Port Colborne is the approval authority for proposed Plans of Subdivision and Condominiums. This application form is to be used by persons applying to the City of Port Colborne for Draft Plan of Subdivision or Draft Plan of Condominium approval.

### SUBMISSION REQUIREMENTS

The Applicant is required to provide appropriate answers to all questions on the application form. If all prescribed information is not provided, the application will not be accepted. The completed application should be submitted with the required fees, and the following:

1. Twenty-five (25) paper prints of the draft plan - folded not larger than legal size (8-1/2" x 14") SIGNED BY OWNER AND SURVEYOR, illustrating the following:
  - 1.1 the boundaries of the land proposed to be subdivided, certified by an Ontario Land Surveyor.
  - 1.2 the locations, widths and names of the proposed highways (or streets) within the proposed subdivision and of existing highways (or streets) on which the proposed subdivision abuts;
  - 1.3 a small key, on a scale of not less than one centimeter to 100 meters, illustrating all of the land adjacent to the proposed subdivision that is owned by the Applicant or in which the Applicant has an interest, every subdivision adjacent to the proposed subdivision and the relationship of the boundaries of the land to be subdivided to the boundaries of the township lot or other original grant of which the landforms the whole or part;
  - 1.4 the purpose for which the proposed lots are to be used;
  - 1.5 the existing uses of all adjoining lands;
  - 1.6 the approximate dimensions and layout of the proposed lots;
  - 1.7 the area of each lot or block;
  - 1.8 natural and artificial features such as buildings or other structures or installations, railways, highways, watercourses, drainage ditches, wetlands and wooded areas within or adjacent to the land proposed to be subdivided;
  - 1.9 the availability and nature of domestic water supplies;
  - 1.10 the nature and porosity of the soil;
  - 1.11 existing contours or elevations as may be required to determine the grade of the highways and the drainage of the land proposed to be subdivided;
  - 1.12 the municipal services available or to be available to the land proposed to be subdivided;
  - 1.13 the nature and extent of any restrictions affecting the land proposed to be subdivided, including restrictive covenants or easements;
  - 1.14 the appropriate stamp located on the plans in the same location as is indicated for the final plans;
  - 1.15 all plans submitted for final approval must have the appropriate stamp located on the originals and all copies directly below the certificate of registration. Please see the wording for required stamps below.

NOTE: All plans must be drawn to a useable metric scale (i.e. 1:500, 1:1000).

One (1) legible copy of the draft plan reduced to 21.6 cm x 35.6 cm (8-1/2" x 14") MUST be submitted with the application. Depending upon the scope of the application, more copies of the draft plan may be required. Please contact Planning Services Staff for advice.

APPROVAL STAMP FORMATS

CONDOMINIUM

DRAFT CONDOMINIUM APPROVAL

Subject to the conditions, if any, set forth in our letter dated \_\_\_\_\_, 20\_\_\_\_\_ this draft plan of condominium is approved under Section \_ of the Planning Act and Section \_\_\_\_\_ of the Condominium Act on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Authorized Signature \_\_\_\_\_  
THE CORPORATION OF THE CITY OF PORT COLBORNE

FINAL CONDOMINIUM APPROVAL

This final plan of condominium is approved under Section \_\_\_\_\_ of the Planning Act and Section \_\_\_\_\_ of the Condominium Act on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Authorized Signature \_\_\_\_\_  
THE CORPORATION OF THE CITY OF PORT COLBORNE

SUBDIVISION

DRAFT SUBDIVISION APPROVAL

Subject to the conditions, if any, set forth in our letter dated \_\_\_\_\_, 20\_\_\_\_\_ this draft plan of subdivision is approved under Section \_\_\_\_\_ of the Planning Act on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Authorized Signature \_\_\_\_\_  
THE CORPORATION OF THE CITY OF PORT COLBORNE

FINAL SUBDIVISION APPROVAL

This final plan of subdivision is approved under Section \_\_\_\_\_ of The Planning Act on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Authorized Signature \_\_\_\_\_  
THE CORPORATION OF THE CITY OF PORT COLBORNE

2. A digital copy of the draft plan (AutoCAD or DXF, DWG file format) and fixed to the cadastral survey fabric satisfactory to the City of Port Colborne.
3. Fifteen (15) copies of background information report on proposal (if required).
4. A registered deed, including a full legal description of the subject lands, must be provided.
5. The application fees (both City and Region) must accompany the application. Separate cheques should be submitted.
6. Letter from Regional Municipality of Niagara indicating its awareness of the subdivision proposal.
7. Six (6) copies of supporting studies and information (e.g., preliminary Stormwater Management Report, noise, traffic, servicing) which MAY be required. (Please contact Planning Services staff for advice).
8. All applications should contain information to address the applicable issues as set out in the PROVINCIAL POLICY STATEMENT. If a proposal is affected by a Policy Statement which would require qualifying or mitigating studies, then a study must be submitted at the time of the application. Failure to do so may delay the City's decision-making process or could result in a

decision to deny the application as premature (insufficient information) given "timeframes" for decision making under the Planning Act, as amended. A Copy of the Provincial Policy Statement can be obtained from the Ministry of Municipal Affairs web site ([www.mah.gov.on.ca](http://www.mah.gov.on.ca)) and clarification of Official Plan Policy can be received from the Planning & Development Services Division.

9. All Applicants are strongly urged to discuss the preliminary proposal with municipal staff as well as consult with the Regional Municipality of Niagara prior to any formal submission. The Regional Municipality of Niagara reviews proposals on behalf of several Provincial Ministries.

#### SIGN REQUIREMENTS

1. Prior to a proposed draft plan of subdivision or draft plan of condominium being circulated by the City of Port Colborne, the Owner / Developer is required to erect at least one sign on the property. This sign is intended for the information of interested persons.
2. The sign must be prominently displayed on the property and legible from abutting roadways. If the property abuts more than one major roadway, and the subdivision is of substantial size, a sign will be required for each frontage on a major roadway. Staff of the Planning and Development Services Division will assist in choosing a suitable location or locations if requested.
3. The sign must have a minimum display area of 50 square feet. Larger signs may be used for large developments or where visibility is a problem.
4. The sign shall have the following components:
  - 4.1 City of Port Colborne identification;
  - 4.2 the words (Public Notice) in bold lettering;
  - 4.3 the words "Proposed Subdivision / Condominium" and the name, if any, of the subdivision / condominium;
  - 4.4 a subdivision / condominium map, coloured and drawn to show subdivision / condominium pattern, proposed land uses, roadways, pedestrian ways, prominent natural features;
  - 4.5 at the bottom of the sign, the following must be included:

"This proposed plan of subdivision / condominium has been submitted to the City of Port Colborne for approval. Persons wishing to express an opinion OR MAKE FURTHER ENQUIRIES should write, phone or email the Planning and Development Services Division, City of Port Colborne, 66 Charlotte Street, Port Colborne, Ontario L3K 3C8, (905) 835-2900, [David.schulz@portcolborne.ca](mailto:David.schulz@portcolborne.ca) (Office Hours - 8:30 a.m. to 4:30 p.m.)
  - 4.6 the sign must be dated prominently. The date to be used should be on or about the date of posting. Revised signs must include a revision date.
5. The following colour scheme should be used on all signs:

#### RESIDENTIAL

Single-family detached	-	yellow
Semi-detached	-	orange
Townhouses	-	dark orange
Apartments	-	brown

COMMERCIAL - red

INDUSTRIAL - purple

PARK - OPEN SPACE - green

INSTITUTIONAL - blue

Suggested Sign Format

CITY OF PORT COLBORNE

PUBLIC NOTICE

PROPOSED SUBDIVISION

Subdivision Name

SINGLE-DETACHED DWELLINGS (# UNITS)	(YELLOW)
SEMI-DETACHED DWELLINGS (# UNITS)	(ORANGE)
MULTIPLE ATTACHED DWELLINGS / TOWNHOUSES (# UNITS)	(DARK ORANGE)

This proposed plan of subdivision / condominium has been submitted to the City of Port Colborne for approval. Persons wishing to express an opinion OR MAKE FURTHER ENQUIRIES should write, phone, or email the Planning and Development Services Division, City of Port Colborne, 66 Charlotte Street, Port Colborne, Ontario L3K 3C8, (905) 835-2900, [planning@portcolborne.ca](mailto:planning@portcolborne.ca) (Office Hours - 8:30 a.m. to 4:30 p.m.) A Public Information Meeting has been scheduled for \_\_\_\_\_ at \_\_\_\_\_ p.m. in the Council Chambers of City Hall, 3rd Floor, 66 Charlotte Street, Port Colborne.

SUBMISSION OF APPLICATION

Please submit the completed application form together with fees and other information as set out herein to:

City of Port Colborne  
Planning & Development Department  
City Hall  
66 Charlotte Street  
Port Colborne, Ontario L3K 3C8  
Telephone: 1-905-835-2900  
FAX: 1-905-835-2939  
Email: [planning@portcolborne.ca](mailto:planning@portcolborne.ca)

COMPLETENESS OF APPLICATION

The information required in this application form complies with the *Planning Act* and will assist in ensuring a complete evaluation. The *Planning Act* allows City Council to refuse to accept or further consider any application that does not provide the information, material and fees prescribed.

A Draft Plan of Subdivision or Draft Plan of Condominium approved by the Council of the City of Port Colborne must be reviewed by the Regional Municipality of Niagara and several other regional or provincial agencies. The Region has additional fees / information requirements.

PRE-CONSULTATION/ OFFICIAL PLAN POLICY AND PROVINCIAL POLICY STATEMENT

To help you complete the application form, please call and make an appointment with the Planning and Development Department at City Hall.

In making decisions on planning applications, City Council shall have regard to Official Plan Policy and be consistent with the Province of Ontario's Provincial Policy Statement which came into effect on March 1, 2005. Both provide policy direction on matters relating to land use planning and development. A Copy of the Provincial Policy Statement can be obtained from the Ministry of Municipal Affairs web site ([www.mah.gov.on.ca](http://www.mah.gov.on.ca)) and clarification of Official Plan Policy can be received from the Planning & Development Services Division.

To avoid delays, the applicant must be informed of Official Plan Policy and the Provincial Policy Statement and to pre-consult with City, Regional and, if necessary, Provincial planning agencies before submitting an application. Through pre-consultation, agencies will discuss Official Plan Policy and the Provincial Policy Statement.

APPLICATION FEES

The application fee must be submitted at the time of application as cash or as a certified cheque or a money order payable to the Treasurer of the City of Port Colborne. The City will bill the applicant / agent the cost of the newspaper notice if required. Submission of the Staff Recommendation Report to Council is dependent upon receipt of advertising payment.

REGIONAL REVIEW AND APPROVAL FEES

There is a fee is for the planning review carried out by Niagara Region in place of Provincial Ministries. It should be provided to the City to be submitted to the Region at the time of the preliminary review. If this does not occur, then the fee will be due at the time the application is submitted to the Region for review (usually at the time of the Notice of Public Meeting). The applicant is responsible for paying any fees required by Regional Niagara. Failure to pay the Region's fee may result in the Region refusing to consider the Official Plan Amendment until the fee has been received. The Region's fees are available on its web site ([www.regional.niagara.on.ca](http://www.regional.niagara.on.ca)).

NIAGARA PENINSULA CONSERVATION AUTHORITY REVIEW

In the Region's review of development applications on behalf of several Provincial Ministries, assistance may be required from the Niagara Peninsula Conservation Authority. Fees which are payable directly to Authority vary depending on the location and on the type of application. For land: abutting or within 15 meters of a water course; on or within 30 meters of the Lake Erie shoreline; on land identified as "Hazard Land" or "Environmental Protection" by the Port Colborne Official Plan or Zoning Bylaw; or within a groundwater recharge / discharge area, aquifer or headwater on the property or within 30 meters of the property, the Regional Municipality (on behalf of the Niagara Peninsula Conservation Authority) will charge an additional Plan Review Fee. These fees are provided on the Regional Niagara web site ([www.regional.niagara.on.ca](http://www.regional.niagara.on.ca)).

NOTICE REQUIREMENTS

Notice of Public Hearing of Council MUST be posted on the property where it is clearly visible and legible from a public highway or other place to which the public has access, at every separately assessed property in the area to which the application applies or, where posting on the property is impractical, at a nearby location chosen by the Manager of Planning and Development Services. The notice of public hearing must be posted 20 days prior to the hearing and must remain in that location until after the hearing is held. If the notice is removed during this 20-day period, the public hearing date may be rescheduled.

PLEASE TYPE OR USE BLACK INK

PLAN OF SUBDIVISION \_\_\_\_\_

PLAN OF CONDOMINIUM \_\_\_\_\_

1. OWNER

1.1 Registered Owner(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

1.2 Owner's SOLICITOR (if any): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

1.3 Owner's Authorized AGENT (if any): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

1.4 MORTGAGES, Charges, and other Encumbrances:

List the name(s) and address(es) of any mortgages, charges, or other encumbrances in respect of the land.

1.5 The date the Subject Land was acquired by the Current Owner: \_\_\_\_\_

1.6 Owner's ONTARIO LAND SURVEYOR (if any): \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

1.7 All communications should be sent to the:

Owner \_\_\_\_\_ Solicitor \_\_\_\_\_ Agent \_\_\_\_\_

2. LOCATION:

Former Municipality \_\_\_\_\_

Concession No. \_\_\_\_\_ Lot(s) \_\_\_\_\_ Registered Plan No. \_\_\_\_\_ Lot(s) \_\_\_\_\_

Reference Plan No. \_\_\_\_\_ Part(s) \_\_\_\_\_

Name of Street \_\_\_\_\_ Street No. \_\_\_\_\_

3. DESCRIPTION: Part No. on sketch \_\_\_\_\_

Frontage \_\_\_\_\_ Depth \_\_\_\_\_ Area \_\_\_\_\_

Existing Use \_\_\_\_\_

Proposed Use \_\_\_\_\_

4. OFFICIAL PLAN AND ZONING

4.1 What is the current designation of the land in the Official Plan and the Regional Plan

Port Colborne Official Plan \_\_\_\_\_

Regional Policy Plan \_\_\_\_\_

4.2 What is the Zoning of the land (By-law 6575/30/18)?

\_\_\_\_\_

5. Are there any existing EASEMENTS OR RESTRICTIVE COVENANTS affecting the land?

Yes \_\_\_\_\_ No \_\_\_\_\_

If "Yes" describe the easement or covenant and its effect: \_\_\_\_\_

6. Has the land ever been the subject of a PREVIOUS APPLICATION for approval of a Plan of Subdivision under Section 51 of the Act, or, for a Consent under Section 53 of the Act?

Yes No

File No. \_\_\_\_\_ Decision \_\_\_\_\_

7. Has an application been made to place the lands into LAND TITLES?

Yes No

Application No. \_\_\_\_\_ Date \_\_\_\_\_

8. What type of ACCESS is proposed?

Provincial Highway \_\_\_\_\_

Regional Road \_\_\_\_\_

Municipal Road maintained all year \_\_\_\_\_

Other Public Road \_\_\_\_\_

Municipal Road maintained seasonally \_\_\_\_\_

Right-of-Way \_\_\_\_\_

Water Access \_\_\_\_\_

Private Road \_\_\_\_\_

9. What type of WATER SUPPLY is proposed?

Publicly owned and operated piped water supply \_\_\_\_\_

Lake \_\_\_\_\_

Well (private or communal) \_\_\_\_\_

Other (specify) \_\_\_\_\_

10. What type of SEWAGE DISPOSAL is proposed?

Publicly owned and operated sanitary sewage system \_\_\_\_\_

Septic system (private or communal) \_\_\_\_\_

Other (specify) \_\_\_\_\_

11. What type of STORMWATER DISPOSAL is proposed? (Check appropriate space)

Publicly owned and operated stormwater system \_\_\_\_\_

Other (specify) \_\_\_\_\_

12. Are the water, sewage or road works associated with the proposed development subject to the provisions of the ENVIRONMENTAL ASSESSMENT ACT?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, will the notice of public meeting for this application be modified to state that the public meeting will address the requirements of both the Planning Act and the Environmental Assessment Act?

Yes \_\_\_\_\_ No \_\_\_\_\_

13. OTHER APPLICATIONS:

13.1 If known, identify whether the subject land or any land within 120 meters of the subject land is the subject of an application made by the applicant for approval of:

Official Plan Amendment \_\_\_\_\_

Zoning By-law Amendment \_\_\_\_\_

Minor Variance \_\_\_\_\_

Plan of Subdivision \_\_\_\_\_

Consent \_\_\_\_\_

Site Plan \_\_\_\_\_

13.2 If the answer to the above is yes, and if known, provide the following for each application noted:

File number of the application \_\_\_\_\_

Name of the approval authority considering the application \_\_\_\_\_

Lands affected by the application \_\_\_\_\_

Purpose of the application \_\_\_\_\_

Status of the application \_\_\_\_\_

Effect of the application on the proposed amendment \_\_\_\_\_

14. ALL EXISTING, PREVIOUS AND ADJACENT USE OF THE LAND

14.1 ALL EXISTING USE

Residential \_\_\_\_\_

Industrial \_\_\_\_\_

Commercial \_\_\_\_\_

Institutional \_\_\_\_\_

Agricultural \_\_\_\_\_

Parkland \_\_\_\_\_

Vacant \_\_\_\_\_

Other \_\_\_\_\_

14.2 What is the length of time the existing use(s) of the land have continued?

\_\_\_\_\_

\_\_\_\_\_



14.3 Are there any buildings or structures on the subject land?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, for each existing building or structure, complete the following for each building or structure:

Type of building or structure	Setback from the front lot line (in meters)	Setback from the rear lot line (in meters)	Setback from the side lot line (in meters)	Setback from the side lot line (in meters)	Height (in meters and number of storeys)	Dimensions or floor area (in meters)	Date of Construction

14.4 ALL PREVIOUS USE

- Residential \_\_\_\_\_
- Industrial \_\_\_\_\_
- Commercial \_\_\_\_\_
- Institutional \_\_\_\_\_
- Agricultural \_\_\_\_\_
- Parkland \_\_\_\_\_
- Vacant \_\_\_\_\_
- Other \_\_\_\_\_

14.5 ALL ADJACENT USE(S)

- |               |       |       |      |      |
|---------------|-------|-------|------|------|
|               | NORTH | SOUTH | EAST | WEST |
| Residential   |       |       |      |      |
| Industrial    |       |       |      |      |
| Commercial    |       |       |      |      |
| Institutional |       |       |      |      |
| Agricultural  |       |       |      |      |
| Parkland      |       |       |      |      |
| Vacant        |       |       |      |      |
| Other         | _____ |       |      |      |

14.6 If Industrial or Commercial, specify use

\_\_\_\_\_  
 \_\_\_\_\_

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

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

- 14.8 Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_
- 14.9 Has there been petroleum or other fuel stored on the subject land or adjacent lands?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_
- 14.10 Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_
- 14.11 Have the lands or adjacent lands ever been used as an agricultural operation where pesticides have been applied to the lands?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_
- 14.12 Have the lands or adjacent lands ever been used as a weapon firing range?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_
- 14.13 Is the nearest boundary line of the application within 500 meters (1,640 feet) of the boundary line of an operational / non-operational public or private landfill or dump?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_
- 14.14 If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_
- 14.15 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 minerals, 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. Any industrial use can result in potential contamination. The longer a property is under industrial or similar use, the greater the potential for site 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 the answer was YES to any of the above, please attach a previous use inventory showing all former uses of the land, or if applicable, the land(s) adjacent to the land.

ACKNOWLEDGMENT CLAUSE

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations and standards pertaining to contaminated sites. I further acknowledge that the City of Port Colborne 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 City of Port Colborne, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_

- 14.16 Are there any buildings designated under the Ontario Heritage Act?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

14.17 If there are any existing buildings on the site, briefly describe them and indicate their proposed use

\_\_\_\_\_

14.18 If there have been industrial or commercial uses on the property or if the answer to 14.5 to 14.13 is “Yes”, a previous use inventory is needed. Is a previous use inventory attached?

Yes \_\_\_\_\_ No \_\_\_\_\_

15. NIAGARA PENINSULA CONSERVATION AUTHORITY Prescreening Criteria

15.1 Is there land on the property identified in the Official Plan and / or Zoning By-law as “hazard lands”?

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

15.2 Is there a watercourse or municipal drain on the property or within 15 meters of the property?

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

15.3 Is the property located on or within 30 meters of the Lake Erie shoreline?

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

15.4 Is there a valley slope on the property?

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

15.5 Is there known localized flooding or a marsh / bog area on or within 30 meters of the property?

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

16. ALL PROPOSED USE

Complete Table A on Proposed Land Use

TABLE A - PROPOSED LAND USE

PROPOSED LAND USE	NUMBER OF LOTS AND / OR BLOCKS ON THE DRAFT PLAN	AREA IN HECTARES (PROVIDE THE “AREA” OF EACH LOT OR BLOCK ON A SEPARATE SHEET)	NUMBER OF UNITS OR DWELLINGS	DENSITY OF DWELLINGS IN UNITS PER HECTARE	NUMBER OF PARKING SPACES PROVIDED
DETACHED RESIDENTIAL					(ONLY IF FOR APPROVAL OF CONDOMINIUM DESCRIPTION )
SEMI-DETACHED RESIDENTIAL					(ONLY IF FOR APPROVAL OF CONDOMINIUM DESCRIPTION )

					)
MULTIPLE-ATTACHED RESIDENTIAL					
APARTMENT RESIDENTIAL					
SEASONAL RESIDENTIAL					
OTHER RESIDENTIAL (SPECIFY)					
COMMERCIAL					
INDUSTRIAL					
PARK OR OPEN SPACE			NIL	NIL	NIL
INSTITUTIONAL (SPECIFY)					
ROADS			NIL	NIL	NIL
OTHER (SPECIFY)					
TOTAL					

16.1 Provide a DETAILED DESCRIPTION of each proposed land use: (Use a separate sheet if required)

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17 PROVINCIAL POLICIES

17.1 Explain how your proposal is affected by the Provincial Policy Statement.

17.2 Table B below lists the features or development circumstances of interest to the City and in the context of the "Provincial Policies". Complete Table B and be advised of the potential information requirements in each noted section. Not all of the features listed apply to Port Colborne

TABLE B - SIGNIFICANT FEATURES CHECKLIST

FEATURES OR DEVELOPMENT CIRCUMSTANCES	(A) IF A FEATURE, IS IT WITHIN 500 METRES OR (B) IF A DEVELOPMENT CIRCUMSTANCE DOES IT APPLY	(A) IF A FEATURE, IS IT WITHIN 500 METRES OR (B) IF A DEVELOPMENT CIRCUMSTANCE DOES IT APPLY	IF A FEATURE SPECIFY THE DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
	YES	NO		
NON-FARM DEVELOPMENT			METRES	DEMONSTRATE SUFFICIENT

NEAR DESIGNATED URBAN AREAS OR RURAL SETTLEMENT AREAS			METRES	NEED WITHIN 20 YEAR PROJECTION AND THAT PROPOSED DEVELOPMENT WILL NOT HINDER EFFICIENT EXPANSION OF URBAN AND RURAL SETTLEMENT AREAS
CLASS 1 INDUSTRY*			_____ METRES	ASSESS DEVELOPMENT FOR RESIDENTIAL AND SENSITIVE USES WITHIN 70 METRES
CLASS 2 INDUSTRY**			_____ METRES	ASSESS DEVELOPMENT FOR RESIDENTIAL AND SENSITIVE USES WITHIN 300 METRES
CLASS 3 INDUSTRY***			_____ METRES	ASSESS DEVELOPMENT FOR RESIDENTIAL AND SENSITIVE USES WITHIN 1000 METRES
LAND FILL SITE			_____ METRES	ADDRESS POSSIBLE LEACHATE, ODOUR, VERMIN AND OTHER IMPACTS
SEWAGE TREATMENT PLANT			_____ METRES	ASSESS THE NEED FOR A FEASIBILITY STUDY FOR RESIDENTIAL AND OTHER SENSITIVE LAND USES
WASTE STABILIZATION POND			_____ METRES	ASSESS THE NEED FOR A FEASIBILITY STUDY FOR RESIDENTIAL AND OTHER SENSITIVE LAND USES
ACTIVE RAILWAY LINE			_____ METRES	EVALUATE IMPACTS WITHIN 1000 METRES
GREAT LAKES - ST. LAWRENCE RIVER SYSTEM AND LARGE INLAND LAKES: - WITHIN			METRES	DEVELOPMENT IS NOT PERMITTED

DEFINED PORTION OF DYNAMIC BEACH AND 1:100 YEAR FLOOD LEVEL ALONG CONNECTING CHANNELS -ON LAND SUBJECT TO FLOODING AND EROSION			METRES	DEVELOPMENT MAY BE PERMITTED; DEMONSTRATE THAT HAZARDS CAN BE SAFELY ADDRESSED
ELECTRIC TRANSFORMER STATION			_____ METRES	DETERMINE POSSIBLE IMPACTS WITHIN 200 METRES
HIGH VOLTAGE ELECTRIC TRANSMISSION LINE			_____ METRES	CONSULT THE APPROPRIATE ELECTRIC POWER SERVICE
FEATURES OR DEVELOPMENT CIRCUMSTANCES	(A) IF A FEATURE, IS IT WITHIN 500 METRES OR (B) IF A DEVELOPMENT CIRCUMSTANCE DOES IT APPLY	(A) IF A FEATURE, IS IT WITHIN 500 METRES OR (B) IF A DEVELOPMENT CIRCUMSTANCE DOES IT APPLY	IF A FEATURE SPECIFY THE DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
	YES	NO		
TRANSPORTATION AND INFRASTRUCTURE CORRIDORS			METRES	WILL THE CORRIDOR BE PROTECTED
PRIME AGRICULTURAL LAND			METRES	DEMONSTRATE NEED TO USE OTHER THAN AGRICULTURAL AND INDICATE HOW IMPACTS ARE TO BE MITIGATED
AGRICULTURAL OPERATIONS			_____ METRES	DEVELOPMENT TO COMPLY WITH THE MINIMUM DISTANCE SEPARATION FORMULA
MINERAL AGGREGATE RESOURCE AREAS			METRES	WILL DEVELOPMENT HINDER ACCESS TO THE RESOURCE OR THE ESTABLISHMENT OF NEW RESOURCE OPERATIONS
MINERAL AGGREGATE OPERATIONS			_____ METRES	WILL DEVELOPMENT HINDER CONTINUATION OF EXTRACTION
MINERAL AND PETROLEUM RESOURCE			METRES	WILL DEVELOPMENT HINDER ACCESS

AREAS			METRES	TO THE RESOURCE OF THE ESTABLISHMENT OF NEW RESOURCE OPERATIONS
EXISTING PITS AND QUARRIES			_____ METRES	WILL DEVELOPMENT HINDER CONTINUED OPERATION OR EXPANSION
FEATURES OR DEVELOPMENT CIRCUMSTANCES	(A) IF A FEATURE, IS IT WITHIN 500 METRES OR (B) IF A DEVELOPMENT CIRCUMSTANCE DOES IT APPLY	(A) IF A FEATURE, IS IT WITHIN 500 METRES OR (B) IF A DEVELOPMENT CIRCUMSTANCE DOES IT APPLY	IF A FEATURE SPECIFY THE DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
	YES	NO		
SIGNIFICANT WETLANDS			_____ METRES	DEVELOPMENT IS NOT PERMITTED
FEATURES OR DEVELOPMENT CIRCUMSTANCES	(A) IF A FEATURE, IS IT WITHIN 500 METRES OR (B) IF A DEVELOPMENT CIRCUMSTANCE DOES IT APPLY	(A) IF A FEATURE, IS IT WITHIN 500 METRES OR (B) IF A DEVELOPMENT CIRCUMSTANCE DOES IT APPLY	IF A FEATURE SPECIFY THE DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
	YES	NO		
CONTROLLED ACCESS HIGHWAY OR DESIGNATED FUTURE ONE (I.E. HIGHWAY 3)			_____ METRES	EVALUATE IMPACTS WITHIN 100 METRES
SIGNIFICANT PORTION OF HABITAT OF ENDANGERED AND THREATENED SPECIES			_____ METRES	DEVELOPMENT IS NOT PERMITTED
SIGNIFICANT FISH HABITAT, VALLEY LAND, AREAS OF NATURAL AND SCIENTIFIC INTEREST, AND / OR WILDLIFE HABITAT			_____ METRES	DEMONSTRATE NO NEGATIVE IMPACT
SENSITIVE GROUNDWATER RECHARGE AREAS, HEADWATERS AND / OR AQUIFERS			METRES	DEMONSTRATE THAT GROUNDWATER RECHARGE AREAS, HEADWATERS AND AQUIFERS WILL BE PROTECTED
SIGNIFICANT BUILT HERITAGE RESOURCES AND / OR CULTURAL HERITAGE			METRES	DEVELOPMENT SHOULD CONSERVE SIGNIFICANT BUILT HERITAGE

LANDSCAPES			METRES	LANDSCAPES
SIGNIFICANT ARCHAEOLOGIC AL RESOURCES			METRES	ASSESS DEVELOPMENT PROPOSED IN AREAS OF MEDIUM AND HIGH POTENTIAL FOR SIGNIFICANT ARCHAEOLOGIC AL RESOURCES. THESE SOURCES ARE TO BE STUDIED AND PRESERVED, OR WHERE APPROPRIATE, REMOVED, CATALOGUE AND ANALYSED PRIOR TO DEVELOPMENT
EROSION HAZARDS			METRES	DETERMINE FEASIBILITY WITHIN THE 1:100 EROSION LIMITS OF RAVINES, RIVER VALLEYS AND STREAMS
FLOODPLAINS			METRES	DEVELOPMENT IS NOT PERMITTED WITHIN THE FLOOD PLAIN
HAZARDOUS SITES****			METRES	DEMONSTRATE HAZARDS CAN BE ADDRESSED
CONTAMINATED SITES			METRES	ASSESS AN INVENTORY OF PREVIOUS USES IN AREAS OF POSSIBLE SOIL CONTAMINATION

- \* Class 1 Industry - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operation only.
- \*\* Class 2 Industry - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.
- \*\*\* Class 3 Industry - Indicate if within 1000 meters - processing and manufacturing with frequent and intense off-site impacts and high probability of fugitive emissions.
- \*\*\*\* Hazardous Site - property or land that could be unsafe for development or alteration due to naturally occurring hazard. These hazards may include unstable soils (sensitive marine clays (Load) or unstable bedrock (Karst topography).

## 18 HOUSING AFFORDABILITY

18.1 for applications that include permanent housing (i.e., not seasonal) complete Table C - Housing Affordability. For each type of housing and unit size, complete the rest of the row. If lots are to be sold as vacant lots, indicate the lot frontage. Information should be based on the best information available at the time of application. If additional space is needed, attach a separate page.



TABLE C - HOUSING AFFORDABILITY

HOUSING TYPE	NUMBER OF UNITS	UNIT SIZE (IN SQUARE METRES) AND / OR LOT FRONTAGE	ESTIMATED SELLING PRICE OR RENT	AFFORDABLE HOUSING THRESHOLD
SEMI-DETACHED				
ROW OR TOWNHOUSE				
APARTMENT BLOCK				
OTHER TYPES OF MULTIPLES				

18.2 Is there any information which may relate to the affordability of the proposed housing, or the type of housing needs served by the proposal?

Yes \_\_\_\_\_ No \_\_\_\_\_

(Additional information can be provide on a separate sheet)

18.3 Is there any other information that may be useful to the City in reviewing this development proposal (e. g. efforts made to resolve objections or concerns)? If so, explain below or attach a separate page.

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18.4 Has the Regional Municipality of Niagara been informed of this proposal?

Yes \_\_\_\_\_ No \_\_\_\_\_

(A letter from Regional Niagara acknowledging the applications must be included with the application.)

19. ADDITIONAL INFORMATION FOR CONDOMINIUM APPLICATIONS ONLY

19.1 Has a site plan for the proposed condominium been approved?

Yes \_\_\_\_\_ No \_\_\_\_\_

19.2 Has a Site Plan Agreement for the proposed condominium been issued?

Yes \_\_\_\_\_ No \_\_\_\_\_

19.3 Has a Building Permit for the proposed condominium been issued?

Yes \_\_\_\_\_ No \_\_\_\_\_

19.4 Has construction of the development started?

Yes \_\_\_\_\_ No \_\_\_\_\_

If construction is completed, indicate the date of completion. \_\_\_\_\_

19.5 Is this a conversion of a building containing rental units?

Yes \_\_\_\_\_ No \_\_\_\_\_

If "Yes", how many rental units will be converted? \_\_\_\_\_

Date \_\_\_\_\_ Signature of Applicant(s) \_\_\_\_\_

Please note: If the applicant is not the owner of the subject land or there is more than one owner, written authorization of the owner(s) is required (Complete Form 1) indicating that the applicant is authorized to make application.

I/We \_\_\_\_\_

of the City/Town/Township of \_\_\_\_\_

in the County/District/Regional Municipality of \_\_\_\_\_

solemnly declare that all the statements contained in this application are true, and I/we 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 and by virtue of the Canada Evidence Act.

DECLARED before me at the \_\_\_\_\_ ) TO BE SIGNED IN THE PRESENCE OF A  
of \_\_\_\_\_ )  
in the \_\_\_\_\_ of \_\_\_\_\_ )  
This \_\_\_\_\_ day of \_\_\_\_\_ )  
A.D. 20 \_\_\_\_\_ )

(Signature of applicant(s), solicitor, or authorized agent)

A Commissioner, etc.

Personal information collected on this application will become part of a public record. Any questions regarding this collection should be directed to: Ashley Grigg, Freedom of Information and Privacy Officer: 66 Charlotte Street, Port Colborne, Ontario L3K 3C8 (905) 835-2900 Ext. 106.

FOR OFFICE USE ONLY  
(Not to be completed by the applicant)

Date of Receipt of Completed Application \_\_\_\_\_

Public Hearing Date \_\_\_\_\_

Adjourned Public Hearing Date \_\_\_\_\_

Checked for Completeness by \_\_\_\_\_

PROCESSING

Date

Accepted by Manager of Planning and Development Services: \_\_\_\_\_

Circulated: \_\_\_\_\_

Comments received;

Solicitor \_\_\_\_\_

Engineer \_\_\_\_\_

C.B.O. \_\_\_\_\_

Fire Chief \_\_\_\_\_

C. N. Power \_\_\_\_\_

Region \_\_\_\_\_

NPCA \_\_\_\_\_

MTO \_\_\_\_\_

MoE \_\_\_\_\_

Other \_\_\_\_\_

Notice of Public Meeting \_\_\_\_\_

Public Meeting \_\_\_\_\_

Council Approval \_\_\_\_\_

Notice Given \_\_\_\_\_

Final Day for OMB Appeal \_\_\_\_\_

OMB Appeal \_\_\_\_\_

OMB Hearing \_\_\_\_\_

OMB Decision \_\_\_\_\_

Security Deposit Estimate Received \_\_\_\_\_

Security Deposit Estimate Approved \_\_\_\_\_

Security Deposit Received \_\_\_\_\_

Agreement Signed by Owner \_\_\_\_\_

Agreement Signed by Mayor and Clerk \_\_\_\_\_

Agreement sent to City Solicitor \_\_\_\_\_

Registration \_\_\_\_\_

Instrument No. \_\_\_\_\_

Final Day to Satisfy Conditions \_\_\_\_\_

Condition \_\_\_\_\_ Satisfied \_\_\_\_\_

Condition \_\_\_\_\_ Satisfied \_\_\_\_\_

Condition \_\_\_\_\_ Satisfied \_\_\_\_\_

Condition \_\_\_\_\_ Satisfied \_\_\_\_\_

Condition \_\_\_\_\_ Satisfied \_\_\_\_\_

Condition \_\_\_\_\_ Satisfied \_\_\_\_\_

Condition \_\_\_\_\_ Satisfied \_\_\_\_\_

Final Approval \_\_\_\_\_

AUTHORIZATION

LOCATION OF SUBJECT LANDS:

\_\_\_\_\_

I/We, the undersigned, being the registered owner(s) of the above lands hereby authorize

\_\_\_\_\_

of the \_\_\_\_\_ of \_\_\_\_\_

to make an application on my/our behalf to the Council or the Committee of Adjustment for the City of Port Colborne for transaction concerning an application for Official Plan Amendment / Zoning By-law Amendment / Consent to Sever / Minor Variance or Permission / Draft Plan of Subdivision or Condominium / Site Plan Control Approval (please circle the appropriate application) in accordance with the *Planning Act*.

Dated at the \_\_\_\_\_ of \_\_\_\_\_

in the \_\_\_\_\_ of \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Owner

This form is only to be used for applications which are to be signed by someone other than the owner or where more than one owner giving authorization to another owner.

If the registered owner is a corporation, in addition to the signatures of the authorized signing officers, the corporate seal must be affixed.

Where the Owner is without a spouse, common-law or legally married, the Owner is required to sign only once. Where the spouse of the Owner is not an owner, the spouse is required to sign. Spouse shall include a common-law spouse as defined within the *Family Law Reform Act*.

## SUGGESTION TO THE APPLICANT

Council is required to serve notice of your application for an official plan amendment on a number of agencies. All written responses will be taken into account by Council in reaching a decision on your application.

Although you are under no obligation to do so, we suggest that you discuss your intentions with the appropriate agencies from the list below, before submitting an application. This pre-consultation could provide you with information about the City of Port Colborne Official Plan, the minimum requirements and permitted uses of Zoning By-law 6575/30/18, the Regional Policy Plan, the concerns of various Provincial Ministries and other relevant information which may have a direct effect upon the final decision on your application.

1. Port Colborne Planning and Development Department  
66 Charlotte Street, Port Colborne, Ontario L3K 3C8  
  
Director of Planning & Development  
(905) 835-2901, Ext. 203
  
2. Port Colborne Engineering & Operations Department  
66 Charlotte Street, Port Colborne, Ontario L3K 3C8  
  
Director of Engineering & Operations  
(905) 835-2901, Ext. 223
  
3. Port Colborne Building Division  
66 Charlotte Street, Port Colborne, Ontario L3K 3C8  
  
C.B.O.  
(905) 835-2901, Ext 201
  
4. Region of Niagara Public Works Department  
Development Services Division  
2201 St. David's Road, P.O. Box 1042, Thorold,  
  
Director  
(905) 984-3630  
1-800-263-7215
  
5. The Niagara Peninsula Conservation Authority  
250 Thorold Road West, Welland, Ontario L3C 3W2  
  
Watershed Planner  
(905) 788-3135
  
6. Ministry of Transportation of Ontario  
  
Corridor Management Section  
1201 Wilson Avenue, Bldg D, 7<sup>th</sup> Floor,  
  
Downsview, Ontario M3M 1J8  
  
Alexandra Boucetta  
  
416-235-5383  
  
Alexandra.Boucetta@ontario.ca
  
7. Ministry of Municipal Affairs and Housing. *Provincial Policy Statement (PPS)* available for download (On-line) at:  
[http://www.mah.gov.on.ca/userfiles/page\\_attachments/Library/1/789108\\_ppsenglish.pdf](http://www.mah.gov.on.ca/userfiles/page_attachments/Library/1/789108_ppsenglish.pdf)