



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 centimetre to 100 metres, 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 land forms 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) 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, planning@portcolborne.com (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 (YELLOW)
(# UNITS)
- SEMI-DETACHED DWELLINGS (ORANGE)
(# UNITS)
- MULTIPLE ATTACHED DWELLINGS / TOWNHOUSES (DARK RANGE)
(# UNITS)

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 (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

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) 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 (See the attached copy of By-law 4806/31/06) 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 dependant 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).

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 metres of a water course; on or within 30 metres 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 metres 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).

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 1150/97/81)?

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 an 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 metres 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 _____

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 weapons firing range?

Yes _____ No _____ Unknown _____

14.13 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 _____

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 has 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 metres of the property?

Yes _____ No _____ Unknown _____

15.3 Is the property located on or within 30 metres 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 metres 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)

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 NEAR DESIGNATED URBAN AREAS OR RURAL SETTLEMENT AREAS				DEMONSTRATE SUFFICIENT 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 DEFINED PORTION OF DYNAMIC BEACH AND 1:100 YEAR FLOOD LEVEL ALONG CONNECTING CHANNELS -ON LAND SUBJECT TO FLOODING AND EROSION				DEVELOPMENT IS NOT PERMITTED 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				WILL THE CORRIDOR BE PROTECTED
PRIME AGRICULTURAL LAND				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				WILL DEVELOPMENT HINDER ACCESS TO THE RESOURCE OR THE ESTABLISHMENT OF NEW RESOURCE OPERATIONS
MINERAL				WILL

AGGREGATE OPERATIONS			_____ METRES	DEVELOPMENT HINDER CONTINUATION OF EXTRACTION
MINERAL AND PETROLEUM RESOURCE AREAS				WILL DEVELOPMENT HINDER ACCESS 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				DEMONSTRATE THAT GROUNDWATER RECHARGE AREAS, HEAD-WATERS AND AQUIFERS WILL BE PROTECTED
SIGNIFICANT BUILT HERITAGE RESOURCES AND / OR CULTURAL HERITAGE LANDSCAPES				DEVELOPMENT SHOULD CONSERVE SIGNIFICANT BUILT HERITAGE LANDSCAPES
SIGNIFICANT ARCHAEOLOGICAL RESOURCES				ASSESS DEVELOPMENT PROPOSED IN AREAS OF MEDIUM AND HIGH POTENTIAL FOR SIGNIFICANT ARCHAEOLOGICAL RESOURCES. THESE SOURCES ARE TO BE STUDIED AND

				PRESERVED, OR WHERE APPROPRIATE, REMOVED, CATALOGUE AND ANALYSED PRIOR TO DEVELOPMENT
EROSION HAZARDS				DETERMINE FEASIBILITY WITHIN THE 1:100 EROSION LIMITS OF RAVINES, RIVER VALLEYS AND STREAMS
FLOODPLAINS				DEVELOPMENT IS NOT PERMITTED WITHIN THE FLOOD PLAIN
HAZARDOUS SITES****				DEMONSTRATE HAZARDS CAN BE ADDRESSED
CONTAMINATED SITES				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 day time 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 metres - 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 (Loda) 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.

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 _____) COMMISSIONER FOR TAKING AFFIDAVITS
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 1150/97/81, 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, 7th Floor,
Downsview, Ontario M3M 1J8
Alexandra Boucetta
416-235-5383
Alexandra.Coucetta@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