



**County of Simcoe
Planning**
1110 Highway 26,
Midhurst, Ontario L9X 1N6

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simcoe.ca



APPLICATION for DRAFT PLAN of SUBDIVISION APPROVAL
Under Section 51 of the Planning Act, R.S.O., 1990, Chapter P.13, as amended

OFFICE USE ONLY	
File Number:	File Name:
Date Received:	Amount Paid:
Date Complete:	

PRELIMINARY INFORMATION & INSTRUCTIONS

The County of Simcoe is the Approval Authority Draft Plan(s) of Subdivision in the following area municipalities:

Township of Severn Township of Tiny

Application fees are required as part of the approvals process, as well as full cost recovery for external charges incurred by the County in its review and processing of this application. Please refer to County of Simcoe Fees & Charges Bylaw Schedule "K" Planning for details.

The application must be completed by the owner or authorized agent. Where the application is being made by an agent, the owner's written authorization is required. If the lands subject to this application are owned by more than one owner, the authorization of all owners is required. It is the responsibility of the applicant to research and evaluate the site and the proposal to ensure that the development will conform with the interests of the health, safety and welfare of future residents. Sufficient studies for the completion of the application should be carried out prior to submission and should be included with the application.

This application is to be submitted to:

Director of Planning, Economic Development & Transit
County of Simcoe, Administration Centre
1110 Highway 26,
Midhurst, ON L9X 1N6

If you require help completing this application form and preparing a draft plan of subdivision, please call the County of Simcoe Planning Department at 705-726-9300 to ask for assistance from Planning staff.

1. PRE-CONSULTATION

Note: The County will not consider an application to be complete if this information is not provided.

1.1 Has the draft plan of subdivision proposed in this application been the subject of a Pre-Consultation meeting?

County? YES NO Planner _____ Date _____

Local Municipality? YES NO Date _____

Other Agencies? YES NO Date _____

Agencies _____

Please include a copy of all pre-consultation correspondence. If a formal Pre-Consultation meeting regarding the development outlined in this application has not occurred with the County of Simcoe in the last 12 months, a written request to waive the requirement for Pre-Consultation must be submitted to the Director of Planning, Development & Tourism.

1.2 Have the requirements identified through pre-consultation been satisfied? YES NO

2. APPLICANT INFORMATION *(All communication will be directed to the Prime Contact Only)*

Prime Contact (X)	Name	Address	Phone/Fax/Email
Registered Owner(s)			
Applicant(s)			
Planner			
Agent			
Ontario Land Surveyor			
Engineer(s)			
Solicitor			

3. SURFACE RIGHTS

- a. Are the subsurface rights and surface rights held by the same owner? YES NO
- b. If NO, who owns the subsurface rights? _____

4. DESCRIPTION OF THE SUBJECT PROPERTY

- a. Local municipality: _____
- b. Legal Description: _____
- c. Parcel Assessment Roll Number(s): _____
- d. Civic Address (if appropriate): _____
- e. Location and area of land adjoining or adjacent to lands to be registered as a condominium in which the owner has an interest: _____

5. EASEMENTS/RESTRICTIVE COVENANTS/RESERVES

- a. Are there any easements (hydro, drainage, access, etc.), restrictive covenants or reserves affecting the subject lands? YES NO
- b. If YES, supply a copy of such documents and provide a brief description of its effect:

6. FORMER LAND USE(S)

- a. State all previous known uses on the subject lands

 - b. Has there ever been an industrial or commercial use, including a gas station, on the subject land or adjacent land? YES NO
 - c. If YES, describe: _____
 - d. Is there any reason to believe the subject lands have been contaminated by former uses on the site or adjacent lands? YES NO
 - e. Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land at any time? YES NO UNKNOWN
 - f. If YES, describe: _____
 - g. Has the grading of the subject land been changed by adding earth or other material?
YES NO UNKNOWN
 - h. If the answer to g) is YES, what is the source of the material used as fill?

 - i. What is the source of the information for answering these questions?

 - j. Has a soils investigation study been undertaken or requested? YES NO
 - k. If NO, why? _____
 - l. If YES to any of the above, has a Phase 1 Environmental Site Assessment been submitted?
YES NO *Please include a Record of Site Condition and any MOECC clearance.*
-

7. CURRENT LAND USE(S)

Current use(s) on the subject lands: _____

8. BUILDINGS & STRUCTURES

Are there any existing buildings and/or structures on the subject lands? YES NO

Are they to be:

Retained YES NO Structure(s): _____

Demolished YES NO Structure(s): _____

Removed YES NO Structure(s): _____

Other _____

9. OFFICIAL PLAN

a. What is the current designation(s) of the subject land in the approved Official Plans?

County Official Plan _____

Local Official Plan _____

b. Does the proposal conform? YES NO

c. If NO, has a separate application for an Official Plan Amendment been made? YES NO

Application File Number _____ Decision _____

d. What is the source of the information for answering these questions?

10. ZONING

a. What is the current zoning of the subject land? _____

b. Does the proposed plan conform to the existing zoning? YES NO

c. If NO, have you made a concurrent application for rezoning? YES NO

Application File Number _____ Decision _____

d. What is the source of the information for answering these questions?

11. DESCRIPTION OF PROPOSED LAND USE(S)

a. Provide a description of use: _____

b. Other Residential: _____

c. Institutional: _____

d. Other Uses: _____

12. PROPOSED LAND USE DETAILS

PROPOSED USE	NUMBER OF UNITS/ DWELLINGS	NUMBER OF LOTS AND/OR BLOCKS (as labeled on plan) UNITS	TOTAL AREA (ha)	NET AREA (ha)	DENSITY (units/ dwellings per hectare)
Single Detached Residential					
Semi-detached Residential					
Multiple Attached Residential					
Apartment Residential					
Seasonal Residential					
Mobile Home					
Other Residential (Specify below)					
Neighbourhood Commercial					
Other Commercial					
Industrial					
Park, Open Space	n/a				n/a
Institutional (Specify below)					
Road Allowances	n/a				n/a
Other (Specify below)					
TOTALS					

13. PARKLAND DEDICATION

Please indicate how the parkland dedication requirement will be met:

Land

Combination (Land & Cash-in-lieu)

Cash-in-lieu (Residential = 5%; Commercial/Industrial = 2%)

Other _____

14. PROVIDING A RANGE & MIX OF HOUSING TYPES

Housing Type	No. of Units	Unit Size	Estimated Price/Rent Per Month (a) & (b)	Tenure (c)	% of Affordable Units (d)	Building Materials Construction Type
Detached Dwellings						
Semi-Detached Dwellings						
Multiple Attached Dwellings						
Apartment Block(s)						
Other Types (Specify)						

Notes:

- a) *If there are more than three unit sizes and prices/rents with each housing type, attach this information in a similar form. If only the lot is to be sold, indicate its estimated market value.*
- b) *Estimated price/rent should be calculated at today's market value.*
- c) *'Tenure' means ownership (freehold/condominium/cooperative), market rental and/or assisted rental, municipal non-profit, other.*
- d) *Affordable units are defined in the County of Simcoe Official Plan. Please refer to annual municipal affordability values published by the County of Simcoe Social Housing Department.*

14.1 How will this application contribute to the community's affordable housing stock?
(Indicate targeted needs groups).

If it does not, why not?

14.2 How does this application contribute to providing a range and mix of housing types within the community?

NOTE: An updated copy of the "Range & Mix of Housing Types" chart may be required just prior to the County's consideration of the draft approval of this application.

15. STATUS OF OTHER PLANNING APPLICATIONS

- a. Has the subject land ever been the subject of a previous application for approval of a plan of subdivision/condominium? YES NO
If YES, indicate Application File Number _____ Decision _____
- b. Has the subject land ever been the subject of a previous application(s) for approval of a consent to sever? YES NO
If YES, indicate Application File Number _____ Decision _____
- c. Has the subject land ever been the subject of a previous Official Plan or plan amendment?
YES NO
If YES, indicate Application File Number _____ Decision _____
- d. Is the subject land currently the subject of an application for a consent, approval of site plan, minor variance, part-lot control, zoning by-law or zoning order amendment application?
YES NO
If YES, please explain. _____
- e. If the subject land is covered by a Ministers Zoning Order, what is the Ontario Regulation Number?

- f. Are the water, sewage or road works associated with the proposed development subject to the provisions of the *Environmental Assessment Act*? YES NO
- g. 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

16. SITE SERVICING

16.1 Access

Access to the subject lands will be by:

- Provincial Highway YES NO
- County Road YES NO
- Assumed Municipal Street YES NO
- Private Street YES NO
- Right-of-Way YES NO
- Water Access* YES NO
- Other YES NO Specify _____

**For water access, please attach a description of the parking or docking facilities to be used and distance of facilities from subject land and the nearest public road.*

16.2 Water Supply

a. Water supply will be provided to the subject lands by:

- Municipal water services YES NO
- Private communal water services YES NO
- Individual on-site water services YES NO
- Other – specify _____

b. Is the proposed development within a wellhead or intake protection area? YES NO

If YES, what measures are proposed to protect the drinking water source?

Has a Risk Management Plan been submitted or a Notice to Proceed issued? YES NO

c. If the plan would permit development of more than five lots or units on privately owned and operated individual or communal wells a servicing options report and a hydrogeological report are required (O. Reg. 544/06 – schedule 1 – 18). YES NO

16.3 Sewage Services

a. Sanitary/Sewage disposal will be provided to the subject lands by:

- Municipal sewage services YES NO
- Private communal sewage services YES NO
- Individual on-site sewage services YES NO
- Other – specify _____

b. If the plan would permit development of five or more lots or units on privately owned and operated individual or communal septic systems a servicing options report and a hydrogeological report are required (O. Reg. 544/06 – schedule 1 – 20). YES NO

c. If the plan would permit development of fewer than five lots or units on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed a servicing options report and hydrogeological report are required (O. Reg. 544/06 – schedule 1 – 21). YES NO

d. If the plan would permit development of fewer than five lots or units on privately owned and operated individual or communal septic systems, and 4500 litres of effluent or less would be produced per day as a result of the development being completed a hydrogeological report is required (O. Reg. 544/06 – schedule 1 – 22). YES NO

16.4 Storm Drainage

a. Storm drainage will be provided by:

- Connection to municipal storm sewer YES NO
- Outlet to municipal drain/watercourse YES NO
- Name of municipal drain/watercourse _____
- Low Impact Development design YES NO
- Swales, ditches YES NO
- Other – specify _____

b. A conceptual stormwater management plan has been completed for the subject lands
YES NO

If YES provide: Name of study _____
Completed by _____
Date of study _____

- c. The subject lands are within the _____ watershed and the _____ sub-watershed. How does the storm water management concept address the specific needs of the watershed/sub-watershed?

16.5 Utilities

Check what utilities will be provided:

Electricity YES NO Provider: _____
Natural Gas YES NO Provider: _____
Telephone YES NO Provider: _____

16.6 Waste & Recycling Collection

Collection of residential household waste & recycling materials is anticipated to be provided by:

County of Simcoe YES NO Private Contractor YES NO

Please refer to the County of Simcoe Waste Collection Design Standards for more information.

17. PROVINCIAL PLANS & POLICY

- 17.1 Is the plan consistent with policy statements issued under subsection 3.1 of the *Planning Act*?

YES NO

- 17.2 Is the subject land designated under any Provincial Plan or Plans?

- Growth Plan for the Greater Golden Horseshoe YES NO
- Oak Ridges Moraine Conservation Plan YES NO
- Greenbelt Plan YES NO
- Niagara Escarpment Plan YES NO
- Lake Simcoe Protection Plan YES NO

- 17.3 Does the plan conform to, or conflict with the applicable Provincial Plan or Plans?

Plan _____ YES NO

Plan _____ YES NO

Please outline how the plan is in conformity in a planning report:

17.4 Briefly explain how this proposal is consistent with the Provincial Policy Statement issued under the *Planning Act*.

17.5 The following features are matters of provincial interest and/or relate to the Provincial Policy Statement (PPS). Pursuant to the *Planning Act*, RSO 1990, Planning Authorities decisions shall be consistent with the PPS. Please indicate if they are on the subject property or abutting property and explain how they have been incorporated and/or addressed in the development plan in attached technical/background reports. Please indicate the page number or section in the reports where each issue is addressed.

FEATURES OR DEVELOPMENT CIRCUMSTANCES	If a feature exists, is it on site or within 500 metres? OR if a development circumstance does it apply?		UNKNOWN	IF FEATURE EXISTS, SPECIFY DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
	YES	NO			
Non-farm development near designated urban areas or rural settlement areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate sufficient need within 20 year projections and that proposed development will not hinder efficient expansion of urban areas or rural settlement areas.
Class 1 Industry ¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____metres	Assess development for residential and other sensitive uses within 70 metres.
Class 2 Industry ²	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____metres	Assess development for residential and other sensitive uses within 300 metres.
Class 3 Industry ³	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____metres	Assess development for residential and other sensitive uses within 1000 metres.
Waste Disposal Site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____metres	Address possible leachate, odour, vermin and other impacts. D4 Study May Be Required
Sewage Treatment Plant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____metres	Assess the need for a feasibility study for residential and other sensitive land uses. Compatibility Study May Be Required

¹ Class 1 Industry – small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.

² Class 2 Industry – medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.

³ Class 3 Industry – indicate if within 1000 metres – processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.

FEATURES OR DEVELOPMENT CIRCUMSTANCES	If a feature exists, is it on site or within 500 metres? OR if a development circumstance does it apply?		UNKNOWN	IF FEATURE EXISTS, SPECIFY DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
	YES	NO			
Waste Stabilization Pond	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____metres	Assess the need for a feasibility study for residential and other sensitive land uses.
Active Railway Line	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Evaluate impacts within 300 metres. Noise and Vibration Report May Be Required
Controlled access highways or freeways, including designated future ones	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Evaluate impacts within 100 metres. Noise and Vibration Report May Be Required
Operating mine site	<input type="checkbox"/>	<input type="checkbox"/>			Will development hinder continuation or expansion of operations?
Non-operating mine site within 1000 metres	<input type="checkbox"/>	<input type="checkbox"/>			Have potential impacts been addressed? Has mine been rehabilitated so there will be no adverse effects?
Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater or Aerodrome.	<input type="checkbox"/>	<input type="checkbox"/>			Demonstrate feasibility of development above 28 NEF for sensitive land uses. Above the 35 NEF/NEP contour, development of sensitive land uses is not permitted. Distance to Aerodrome.
Electric transformer station	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Determine possible impacts within 200 metres.
High voltage hydro-electric transmission line	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Consult the appropriate hydroelectric power service.
Transportation and infrastructure corridors	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Will the corridor be protected? Noise study prepared?
Prime agricultural land	<input type="checkbox"/>	<input type="checkbox"/>			Demonstrate need for use other than agricultural and indicate how impacts are to be mitigated.
Agricultural operations	<input type="checkbox"/>	<input type="checkbox"/>			Development to comply with the Minimum Distance Separation Formulae .
Mineral aggregate resource areas	<input type="checkbox"/>	<input type="checkbox"/>			Will development hinder access to the resource or the establishment of new resource operations?

FEATURES OR DEVELOPMENT CIRCUMSTANCES	If a feature exists, is it on site or within 500 metres? OR if a development circumstance does it apply?		UNKNOWN	IF FEATURE EXISTS, SPECIFY DISTANCE IN METRES	<u>POTENTIAL</u> INFORMATION NEEDS
	YES	NO			
Mineral aggregate operations	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Will development hinder continuation of extraction? Noise and Dust Study May Be Required
Mineral and petroleum resource areas	<input type="checkbox"/>	<input type="checkbox"/>			Will development hinder access to the resource or the establishment of new resource operations?
Existing pits and quarries	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Will development hinder continued operation or expansion? Noise and Dust Study May Be Required
Significant wetlands or potentially significant wetlands	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Provide Environmental Impact Study.
Significant ravine, valley, river and stream corridor and significant portions of habitat of endangered and threatened species	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Provide Environmental Impact Study, including Species At Risk Assessment.
Significant fish habitat, wildlife habitat, woodlands, valley lands, areas of natural and scientific interest	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Provide Environmental Impact Study.
Sensitive groundwater recharge areas, headwaters and aquifers	<input type="checkbox"/>	<input type="checkbox"/>			Demonstrate the groundwater recharge areas, headwaters and aquifers will be protected.
Significant built heritage resources and cultural heritage landscapes	<input type="checkbox"/>	<input type="checkbox"/>			Development should conserve significant built heritage resources and cultural heritage landscapes.

FEATURES OR DEVELOPMENT CIRCUMSTANCES	If a feature exists, is it on site or within 500 metres? OR if a development circumstance does it apply?		UNKNOWN	IF FEATURE EXISTS, SPECIFY DISTANCE IN METRES	<u>POTENTIAL</u> INFORMATION NEEDS
	YES	NO			
Significant archaeological resources or areas of archaeological potential	<input type="checkbox"/>	<input type="checkbox"/>			If the plan would permit development on land that contains known archaeological resources or areas of archaeological potential an archaeological assessment prepared by a person who holds a license that is effective with respect to the subject land, issued under Part VI (Conservation of Resources of Archaeological Value) of the Ontario Heritage Act, and a Conservation Plan for any archaeological resources identified in the assessment, will be required.
Erosion hazards	<input type="checkbox"/>	<input type="checkbox"/>			Determine the extent of the erosion hazard limit based on the 100 year erosion rate, an allowance for slope stability, and an erosion/erosion access allowance.
Floodplains	<input type="checkbox"/>	<input type="checkbox"/>			Determine limit of development or where a Special Policy Area (SPA) is in effect. Development must meet the Official Plan policies. Provide Floodplain Study
Hazardous sites ⁴	<input type="checkbox"/>	<input type="checkbox"/>		_____metres	Demonstrate the hazards can be addressed. Provide Hazard Lands/Slope Stability Assessment
Rehabilitated mine site	<input type="checkbox"/>	<input type="checkbox"/>			Application for approval from Ministry of Northern Development and Mines should be made concurrently.
Contaminated sites	<input type="checkbox"/>	<input type="checkbox"/>			Assess an inventory of previous uses in areas of possible soil

⁴ Hazardous sites – property or lands that could be unsafe for development or alteration due to naturally occurring hazards. These hazards may include unstable soils (sensitive marine clays, organic soils) or unstable bedrock (Karst topography)

19. OWNER'S AUTHORIZATION

I/we, _____, being the registered owner(s) of the subject lands, hereby authorize _____ to prepare and submit a draft plan of subdivision for approval.

Signature of Owner

Date

Signature of Owner

Date

Note: If an agent is employed, all registered owners must complete the following or provide similar authorization on the face of the draft plan.

Note: If any of the Owners are an incorporated company, the company seal must be applied. If the company does not have a seal, a statement of authority to bind is required.

20. DECLARATION

I/we, _____ of the _____ of _____ County/Region _____ do solemnly declare that all the statements contained in this application and all attachments are true, and I make this solemn declaration conscientiously believing it to be true and knowing it has the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

Declared before me at _____
In the Region/County/City of _____
in the Municipality of _____
this ____ day of _____, 20____

Owner(s) or Authorized Solicitor or Authorized Agent

A Commissioner for taking oaths

21. APPLICANT’S CONSENT (FREEDOM OF INFORMATION)

In accordance with the provisions of the *Planning Act*, it is the policy of the County Planning Department to provide public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation, I _____, the applicant, hereby acknowledge the above-noted and provide my consent in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act* that the information on this application and any supporting documentation provided by the applicant, its agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

Signature of Applicant

Date

PERMISSION TO ENTER

Date: _____

Planning Department
County of Simcoe
Administration Centre
1110 Highway 26
Midhurst, Ontario
L9X 1N6

Dear Sir/Madam:

Re: Submission of Planning Application

Location of Land: _____

I hereby authorize the members of the staff of the County of Simcoe and Local Municipality and public agencies to enter onto the above-noted property for the limited purposes of evaluating the merits of this application.

Please Print Name (non-electronic)

Signature of Owner or Authorized Agent (non-electronic)

Address (non-electronic)

Telephone (non-electronic)

Application Submission Check List:

In order to ensure that you have submitted a complete application, please ensure that the following have been included:

- 2 signed original copies of the completed application form
- 13 copies of the completed signed application form
- 1 digital version of the draft plan to County of Simcoe specifications
- County of Simcoe Application Fee
- 15 full size copies of the Draft Plan **including all Section 51(17) Planning Act requirements** folded to 8 ½" x 11"
- 15 – 8 ½" x 11" reduced copies of the draft plan
- 1 copy of the Registered Deed of Title
- 1 copy of pre-consultation letters from the County, municipality and other agencies
- 6 copies of the Planning Report (*Required*)
 - confirmation of consistency with the PPS and conformity with Provincial Plans as required by Regulations
- 6 copies of the Functional Servicing Report (*Required*)
 - if circumstances warrant, servicing information as required by the Planning Act
- 6 copies of the Servicing Options Report (*Determined through Pre-Consultation*)
- 6 copies of the Hydrogeological Study (*Determined through Pre-Consultation*)
- 6 copies of the Preliminary Storm Water Management Report (*Required*)
- 6 copies of the Traffic Impact Study (*Determined through Pre-Consultation*)
- 4 copies of the Environmental Impact Statement (*Determined through Pre-Consultation*)
- 6 copies of the Waste Disposal Impact Assessment (D4 Study) (*Determined through Pre- Consultation*)
- 6 copies of the Archaeological Assessment (*Determined through Pre-Consultation*)
- 6 copies of the Archaeological Conservation Plan (*Determined through Assessment*)
- Other reports determined through Pre-Consultation
- Copies of all reports and studies need to submitted digitally on a USB stick.