



Building and Planning Services Department
82 Erie Street, 3rd Floor
Stratford ON N5A 2M4

(519) 271-0250 Ext. 345
building@stratford.ca
planning@stratford.ca
www.stratford.ca

Application for Draft Plan of Subdivision

Office Use Only

File Number _____ Date Accepted _____

Related File Numbers: _____

Note to Applicants:

The information required in this form is prescribed in Ontario Regulation 544/06 made under the *Planning Act* must be provided by the applicant.

1. Owner Information:

Owner: _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

E Mail: _____

2. Applicant Information:

Applicant: _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

E Mail: _____

3. Agent Information:

Agent (if any): _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

E Mail: _____



NOTE:

- (1) Unless otherwise requested, all correspondence will be sent to the agent.
- (2) An owner's authorization is required in Section 15 if the applicant or agent is not the owner.
- (3) If there is more than one owner, the authorization of ALL owners is required.
- (4) If a numbered company, also give the name and address of the principal owner.

4. Location of Subject Lands:

Municipal address: _____

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

Reference Plan No.: _____ Part(s): _____

Lot: _____ Concession: _____

Assessment Roll No.: _____

5. Current Use:

5.1 What is the current use of the subject land?

5.2 How is the subject land currently designated in the Official Plan?

5.3 Are there existing buildings or structures on the subject lands?

- Yes No

If YES, are they to be demolished?

- Yes No

5.4 Are any buildings, structures or features on the subject lands or adjacent lands designated under the Ontario Heritage Act or in the process of being designated?

- Yes No

If YES, please describe. _____



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5.5 Is there reason to believe the surface or subsurface of the subject land may have been contaminated by former uses on the site or adjacent sites?

- Yes No

If YES, please explain. _____

5.6 What information did you use to answer question #5.5?

5.7 Are there any existing easements or restrictive covenants affecting the subject lands?

- Yes No

If yes, please provide a description of each easement or covenant and its effect.

6. Proposed land use:

Proposed Land Use	Number of units or dwellings	Identify lots and/or blocks on the draft plan	Area (ha) of proposed use	Density (units, dwellings per ha)
Single Detached Residential				
Semi-Detached Residential				
Row, Townhouse Residential				



Apartment Residential				
Seasonal Residential				
Proposed Land Use	Number of units or dwellings	Identify lots and/or blocks on the draft plan	Area (ha) of proposed use	Density (units, dwellings per ha)
Other Residential (specify)				
Commercial				
Industrial				
Park				
Open space				
Stormwater Management				
Institutional (specify)				
Roads				
Walkway				
Other (specify)				
Other (specify)				
TOTALS				

6. 1 What is the gross residential unit density per hectare for the total land area subject to this application?



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6.2 What is the residential unit density per hectare for the total land area subject to this application minus those lots, blocks, roads etc being created for a public purpose?

6.3 Indicate the number of parking spaces for the following uses:

Type of Use	Number of Parking Spaces
Multiple Attached Residential	
Apartment Residential	
Other Residential	
Commercial	
Industrial	
Institutional	
Other	

7. Status of other planning applications:

7.1 Has a previous application for approval of a plan of subdivision under Section 51 of the *Planning Act* or a consent under Section 53 of the *Planning Act* ever been submitted for the subject lands?

- Yes No

If yes, and if known, the file number of the application and the decision made on the application.

7.2 Is the subject land the subject of any other application under the *Planning Act*, such as an application for an amendment to an official plan, a zoning by-law, a minor variance or a site plan?

- Yes No

If yes, and if known, the file number of the applications and the status of the application.

8. Proposed Servicing

8.1 Select the proposed sewage disposal and water supply servicing type:

Sewage Disposal (check appropriate box)

- Public piped sewage system
 Public or private communal waste water system
 Individual septic system
 Other (please describe) _____

Water supply (check appropriate box)

- Public piped water system
 Public or private communal well
 Individual well
 Other (please describe) _____

8.2 Select the proposed type of storm drainage:

Storm Water Drainage (check appropriate box)

- Sewers
 Ditches or swales
 Stormwater management pond
 Infiltration ditches
 Other (please describe) _____

A preliminary servicing report is required on the submission of an application. The report must address sanitary sewer servicing, storm drainage and stormwater management. The stormwater management must address pre-development conditions and proposed post development conditions. The report must meet the requirements of the City Engineering and Public Works departments in order for this application to be



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considered a complete submission.

- 8.3 Does the plan permit the development of more than five lots or units on privately owned and operated individual or communal wells or more than five lots or units on privately owned and operated individual or communal septic systems?

Yes No

If yes, a servicing options report and a hydrogeological report are required to accompany this application.

- 8.4 Does the plan permit the development of fewer than five lots or units on privately owned and operated individual or communal septic systems, and 4,500 litres of effluent or less would be produced per day?

Yes No

If yes, a hydrogeological report is required to accompany this application.

9. Access

The proposed type of access for the subject land will be (check appropriate box):

- Provincial highway
- municipal road maintained all year
- a right of way
- water

If access to the subject land will be by water only, indicate the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.

10. Archaeological

Does the subject land contain any archeological resources or areas of archaeological potential?

Yes No

If yes, the following studies are required to accompany the application:

- a) 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



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Resources of Archaeological Value) of the *Ontario Heritage Act*; and



- b) a conservation plan for any archaeological resources identified in the assessment.

11. Matters of Provincial Interest

11.1 Is the application consistent with policy statements issued under subsection 3 (1) of the *Planning Act*?

- Yes No

Is the subject land(s) within an area of land designated under any provincial plan or plans?

- Yes No

If yes, does the application conform to or does not conflict with the applicable provincial plan or plans? _____

12. Other fees

In addition to the application fee where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all legal and consulting fees incurred by the City, at the City's actual cost. Depending on the amount of such fees, which the City expects to incur on any given application, the City may also require the applicant to enter into an agreement with respect to the payment of such fees and may, where appropriate, require security to be posted.

The applicant is hereby notified that in the event the City of Stratford Council approves the application and the matter is appealed to the Local Planning Appeal Tribunal, the applicant may be required to enter into a financial agreement to bear all legal and consulting costs incurred by the City with regard to its preparation for and attendance at such hearings, including all prehearing conferences and all hearing related matters.

13. Applicant's checklist:

Have you included:

- ✓ Two copies of the completed application form
- ✓ 25 copies of the draft plan, folded to no larger than 8.5" x 14"
- ✓ Application fee
- ✓ 4 copies of the preliminary servicing report
- ✓ Two 8.5" x 11" reductions of the plan



Draft Plans

Proposed draft plans must be drawn on a single sheet, to scale, and include:

- ✓ all items identified in S.51(17) of the *Planning Act*.

The copies of the proposed draft plan and application form will be circulated to persons and public bodies prescribed by the regulations and any other person or public body that may have an interest in the application.

14. Affidavit or Sworn Declaration:

Declaration for the Prescribed Information

I, _____ of the _____
in the _____

make oath and say (*or solemnly declare*) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the above Sections is true.

Sworn (*or declared*) before me:

at the: _____

in the: _____

this _____ day of _____, 20_____

Commissioner of Oaths

Applicant

15. Authorization:

I hereby authorize the City of Stratford and municipal staff to **access the subject site** for the purpose of evaluation of the subject application.

Date

Signature of Owner

If the applicant is not the owner of the land that is the subject of this application, the



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written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.



Authorization of Owner for Agent to make the Application

I, _____ am the owner of the land that is the subject of this application and I authorize _____ to make this application on my behalf.

Date

Signature of Owner

Notice of Collection

The personal information collected on this form is collected under the authority of the *Planning Act* and will be used by City staff and authorized agents for the purpose of processing this application and for administrative purposes. All names, addresses and comments will be included in material available to the public and City Council. Questions about the collection and use of this information may be made to the City Clerk, P.O. Box 818, Stratford, ON, N5A 6W1 or by telephone 519-271-0250 ext. 5329 during business hours.

If you require this form in an alternate format, contact Development Services at 519-271-0250 extension 5345.