



**THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE**  
**Application for Plan of Subdivision or Condominium Description**  
 Section 51 of the Planning Act & Ontario Regulation 544/06

OFFICE USE ONLY	
Date Stamp – Date Received: _____	File Number: _____ Roll Number: _____ Date Received: _____ Application Fee Paid: _____ Application Deemed Complete (Date): _____

**1.0 APPLICANT INFORMATION**

Purpose of application:      Subdivision            Condominium Description     

*If application is for Condominium please check the appropriated box indicating the type of Condominium proposal:*

Standard            Phased            Vacant Land     

Leasehold            Common Elements            Conversion from Rental to Condominium Status     

**SUBJECT PROPERTY INFORMATION**

Civic Address	Street No.: _____	Unit Num: _____
	Street Name: _____	Postal Code: _____
Registered Plan Number	_____	
Legal Description	_____	
Reference Plan Number	_____	
Lot No.(s)/Block No.(s)	_____	
Concession Number(s)/PT Lot	_____	
Part Number(s)	_____	
Tax Roll Number	_____	
Lot Frontage (Metres)	_____	
Depth (Metres)	_____	
Area (Ha.)	_____	

**OWNER/APPLICANT INFORMATION**

Check Appropriate Box:       Individual       Company

Registered Land Owner      Surname: \_\_\_\_\_      First Name: \_\_\_\_\_

Mailing Address      Street No.: \_\_\_\_\_      Street Name: \_\_\_\_\_      Unit Number: \_\_\_\_\_

City: \_\_\_\_\_      Province: \_\_\_\_\_      Postal Code: \_\_\_\_\_

Contact Information      Phone: \_\_\_\_\_      Fax: \_\_\_\_\_      Cell: \_\_\_\_\_

Email \_\_\_\_\_

Acquisition Date of Subject Land \_\_\_\_\_

**AGENT/SOLICITOR INFORMATION**

Company or Firm Name \_\_\_\_\_

Name      Surname: \_\_\_\_\_      First Name: \_\_\_\_\_

Mailing Address      Street No.: \_\_\_\_\_      Street Name: \_\_\_\_\_      Unit Num.: \_\_\_\_\_

City: \_\_\_\_\_      Province: \_\_\_\_\_      Postal Code: \_\_\_\_\_

Contact Information      Phone: \_\_\_\_\_      Fax: \_\_\_\_\_      Cell: \_\_\_\_\_

Email \_\_\_\_\_

**MORTGAGES, ENCUMBRANCES, HOLDERS OF CHARGES ETC. OF SUBJECT LAND**

Company \_\_\_\_\_

Contact Person      Surname: \_\_\_\_\_      First Name: \_\_\_\_\_

Mailing Address      Street No.: \_\_\_\_\_      Street Name: \_\_\_\_\_      Unit Num.: \_\_\_\_\_

City: \_\_\_\_\_      Province: \_\_\_\_\_      Postal Code: \_\_\_\_\_

Contact Information      Phone: \_\_\_\_\_      Fax: \_\_\_\_\_      Cell: \_\_\_\_\_

Email \_\_\_\_\_

**CONCURRENT APPLICATION FILED**

Please check if you have filed any concurrent applications:

Official Plan Amendment       Minor Variance

Site Plan Application       Zoning By-law Amendment

Consent       Other (Please Specify): \_\_\_\_\_

**PLEASE LIST THE REPORTS AND/OR STUDIES THAT WILL ACCOMPANY THIS APPLICATION**

If yes, please describe each easement and/or covenant and its effect:

Reference Plan Number	Instrument Number	Purpose of Easement and/or Covenant (e.g. hydro, utility, sewer, etc.)

**3.0 OTHER APPLICATIONS UNDER THE PLANNING ACT**

Has the subject land ever been the subject of an application for approval of any of the following?

Draft Plan of Subdivision	File No.:	Status:
Condominium Description	File No.:	Status:
Official Plan Amendment	File No.:	Status:
Zoning By-law Amendment	File No.:	Status:
Minister’s Zoning Amendment	File No.:	Status:
Site Plan Application	File No.:	Status:
Consent	File No.:	Status:
Minor Variance	File No.:	Status:
Part Lot Control	File No.:	Status:
Other (please specify)	File No.:	Status:

**4.0 DEVELOPMENT LAYOUT**

PROPOSED USES	Number of Blocks as labelled on plan	Number of Lots as labelled on plan	Number of Residential Units Proposed	Net Area (Hectares)	Density Proposed (Units per Hectares)	Number of Parking Spaces Provided
<b>RESIDENTIAL USES</b>						
Detached Dwellings						
Semi-Detached Dwellings						
Row, Townhouse or Multiple Attached						
Apartment Residential						
Seasonal Residential						
Mobile Home						
Other Residential Use						
<b>NON-RESIDENTIAL USES</b>						
Commercial						
Industrial						
Institutional (specify in section 6.0)						
Park or Open Space						
Roads						
Other (please specify)						
<b>TOTAL</b>						

**5.0 CONDOMINIUM APPLICATION ONLY**

Number of parking spaces provided for detached and semi-detached residential use: \_\_\_\_\_

Has a site plan for the proposed condominium been approved? \_\_\_\_\_

Has a site plan agreement been entered into? \_\_\_\_\_

Has a building permit for the proposed condominium been issued? \_\_\_\_\_

Has construction of the development started? \_\_\_\_\_

If Yes to the above, indicate the date of completion. \_\_\_\_\_

Is this a conversion of a building containing rental residential units? \_\_\_\_\_

If Yes to the above, indicate the number of units to be converted. \_\_\_\_\_

**6.0 DESCRIBE OTHER PROPOSED USES:**

Other Residential:

Other Commercial:

Other Institutional:

Other (please specify):

**7.0 LAND USE**

What is the land use designation in the Township of Dubreuilville Official Plan 2015? \_\_\_\_\_

Does the proposal conform to the Township of Dubreuilville Official Plan 2015?  YES  NO

Please provide explanation in rationale.

If No, have you made a concurrent application for an Official Plan Amendment?

YES  NO File No.: \_\_\_\_\_ Status: \_\_\_\_\_

What is the current Zoning of the subject property? \_\_\_\_\_

Does the proposal conform to Zoning By-law 2015-44 as amended?  YES  NO

If No, have you made a concurrent application for a Zoning By-law Amendment?

YES  NO File No.: \_\_\_\_\_ Status: \_\_\_\_\_

What is the existing use of the subject land?

\_\_\_\_\_

What is the proposed use of the subject land?

\_\_\_\_\_

What are the uses of the abutting properties? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How long have existing uses been present? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has there ever been an industrial or commercial use on the subject land or adjacent land? If Yes, please explain the uses: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**8.0 ACCESS**

- Municipal Maintained Road     
  Seasonal Maintained Municipal Road     
  Provincial Highway  
 Private Road or Laneway     
  Water     
  Other Public Road

\* An Entrance Permit or MTO clearance is required if fronting a Provincial Highway  
 \*For Municipal roads, a detailed road alignment and access will be confirmed when development application is made.

**9.0 WATER SUPPLY**

- Municipal Water     
  Private Well     
  Communal Well  
 Lake     
  Other: \_\_\_\_\_

If the plan would permit development of more than five lots or units on privately owned and operated individual communal wells, you are required to provide:

- A servicing options report; and
- A hydrogeological report

**10.0 SEWAGE DISPOSAL**

- Municipal Sewer System/Field     
  Private Septic System/Field     
  Communal Septic System/Field  
 Privy     
  Other: \_\_\_\_\_

If the plan would permit development of more than five lots or units on privately owned and operated individual septic systems, you are required to provide:

- A servicing options report; and
- A hydrogeological report

If the plan would permit development of fewer than five lots or units on privately owned and operated individual septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development, you are required to provide:

- A servicing options report; and
- A hydrogeological report

If the plan would permit development of fewer than five lots or units on privately owned and operated individual septic systems, and 4500 litres of effluent or less would be produced per day as a result of the development being completed, you are required to provide:

- A servicing options report; and
- A hydrogeological report

**11.0 ARCHEAOLOGICAL POTENTIAL**

Does the subject land contain any areas of archaeological potential?  YES       NO

If the plan would permit development on lands with known archaeological resources OR areas of archaeological potential, you are required to provide:

- 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 clearance letter from the appropriate Ministry stating that the assessment and any required mitigation plan meets the requirements of the applicable legislation.

**12.0 SPECIES AT RISK OR NATURAL HERITAGE VALUES**

Does the subject land include any areas of natural heritage?  YES       NO

Does the subject land include any potential habitat for a species at risk?  YES       NO

Reporting will be required if the plan would permit development that affects known habitat OR areas of potential habitat.

**13.0 SUBJECT PROPERTY DRAINAGE**

**Subject Property Site Drainage is provided by:**

- Storm Sewers     
  Swales     
  Ditches     
  Other (please explain)

\*A preliminary stormwater management report is recommended, and should be prepared concurrent with any Hydrogeological reports for submission with the application. A stormwater management plan is required prior to final approval of a Plan of Subdivision or as a requirement of Site Plan approval.

<b>14.0 FOR CONDOMINIUM APPLICATIONS ONLY</b>		
	YES	NO
Has a Site Plan Agreement for the proposed condominium been approved?	<input type="checkbox"/>	<input type="checkbox"/>
Has a Site Plan Agreement been entered into?	<input type="checkbox"/>	<input type="checkbox"/>
Has a building permit for the proposed condominium been approved?	<input type="checkbox"/>	<input type="checkbox"/>
Is the proposed condominium currently under construction or completed?	<input type="checkbox"/>	<input type="checkbox"/>
If construction has been completed, what was the date of completion? _____		
Is the proposed condominium a conversion of a building containing residential units (adaptive re-use)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes to the above, please state the number of units to be converted. _____		

<b>15.0 SIGNIFICANT FEATURES CHECKLIST</b>					
Check through the following list. Indicate YES, NO or UNKNOWN if a listed feature is on-site or within 500 metres. Indicate under YES, NO or UNKNOWN if a listed development circumstance applies. Be advised of the potential information requirements.					
FEATURE OR DEVELOPMENT CIRCUMSTANCE	YES	NO	UNKNOWN	IF YES, PLEASE SPECIFY DISTANCE IN METRES	POTENTIAL INFORMATION NEEDS
Non-farm development near designated urban areas or rural settlement areas					Demonstrate sufficient need within 20 years projections and that proposed development will not hinder efficient expansion of urban areas or rural settlement areas.
Class 1 Industry <sup>1</sup>					Assess development for residential and other sensitive uses within 70 metres.
Class 2 Industry <sup>2</sup>					Assess development for residential and other sensitive uses within 300 metres.
Class 3 Industry <sup>3</sup>					Assess development for residential and other sensitive uses within 1000 metres.
Land Fill Site					Address possible leachate, odour, vermin and other impacts.
Sewage Treatment Plant					Assess the need for a feasibility study for residential and other sensitive land uses.
Waste Stabilization Pond					Assess the need for a feasibility study for residential and other sensitive land uses.
Active Railway Line					Evaluate impacts within 300 metres.
Operating mine site					Will development hinder continuation or expansion of operations?
Non-operational mine site within 1 kilometre of subject land					Have potential impacts been addressed? Has mine been rehabilitated so there will be no adverse effects?
Electric Transformer Facility					Determine possible impact within 200 metres.
High Voltage Transmission Line					Consult the appropriate electric power service.
Transportation and Infrastructure corridors					Will corridor be protected? Noise study prepared?
Agricultural Operations					Development to comply with the Minimum Distance Separation Formula and Official Plan.
Mineral Aggregate Resource area					Will development hinder access to the resource or the establishment of new resource operations?
Mineral Aggregate Operations					Will development hinder continuation of extraction? Noise and Dust Study completed?
Existing Pits and Quarries					Will development hinder continued operation or expansion? Noise and Dust Study completed?
Mineral and Petroleum Resources					Will development hinder access to the resource or the establishment of new resource operations?
Significant Wetlands or Potentially Significant Wetlands					Provide Environmental Impact Study (EIS). Must demonstrate that no negative impact will occur.
Significant portions of habitat of Endangered or Threatened Species					Provide Environmental Impact Study (EIS). Must demonstrate that no negative impact will occur.

The Corporation of the Township of Dubreuilville Application for Plan of Subdivision & Condominium Description

Significant Fish Habitat, Wildlife Habitat and areas of Natural and Scientific Interest					Provide Environmental Impact Study (EIS). Must demonstrate that no negative impact will occur.
Sensitive Groundwater Recharge Areas, Headwaters and Aquifers					Demonstrate that groundwater recharge areas, headwaters and aquifers will be protected.
Significant Built Heritage Resources and Cultural Heritage Landscapes					Development should conserve significant built heritage resources and cultural heritage landscapes.
Significant Archaeological Resources					Assess development proposed in areas of medium and high potential for significant archaeological resources. These resources are to be studied and preserved, or where appropriate, removed. Catalogued and analyzed prior to development.
Lands Subject to Flooding and /or Erosions					Development may be permitted. Must demonstrate that hazards can be addressed.
Erosion Hazards					Determine feasibility within 1:100 year erosion limits of ravines, river valleys and streams.
Floodplains					Development must meet the Official Plan policies.
Hazardous sites <sup>4</sup>					Slope Study, Flood Line Study. Demonstrate that hazards can be addressed.
Rehabilitated Mine Sites					Application for approval from Ministry of Northern Development and Mines should be made concurrently.
Contaminated and/or Brownfield sites					Assess and inventory of previous uses in areas of possible contamination.

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

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

<sup>3</sup>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.

<sup>4</sup>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).

<b>16.0 AFFORDABLE HOUSING</b>			
Unit Type	Number of Units	Unit Size (sq. ft.) and/or Lot Frontage	Estimated Selling Price/Rent
Semi-Detached			
Linked/Semi-Detached			
Row Housing or Townhouse			
Apartment Block			
Other			
<p>Please state any additional information regarding this application related to affordable housing:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>			
<b>17.0 IS THE PLAN CONSISTENT WITH PROVINCIAL POLICY STATEMENTS ISSUED UNDER SUBSECTION 3 (1) OF THE PLANNING ACT?</b>			
<p>Please state how this application is consistent with the Provincial Policy Statement (PPS) in effect.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>			
<b>18.0 ADDITIONAL INFORMATION</b>			
<p>Please provide any additional information that you feel would benefit Staff or any potential external agencies that would be providing comments in evaluating this application:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>			

**19.0 DIRECTIONS**

Please provide directions to the subject property:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**20.0 SUBSURFACE RIGHTS**

Are the subsurface rights and the surface rights to the property held by the same owner?  YES  NO

If no, who owns the subsurface rights? \_\_\_\_\_

If no, please have the owner complete the following declaration:

**AUTHORIZATION FROM THE OWNER OF THE SUBSURFACE RIGHTS  
(If subsurface rights are different from the Owner of the lands)**

I, \_\_\_\_\_, the Owner of the subsurface rights for the subject property, am aware of this application and consent to it. (please print)

\_\_\_\_\_ (signature) \_\_\_\_\_ (date)

\_\_\_\_\_ (address)

\_\_\_\_\_ Telephone Number \_\_\_\_\_ Facsimile Number

\_\_\_\_\_ Email

**21.0 AUTHORIZED AGENT/SOLICITOR**

If the Applicant is not the owner of the land that is subject of this application, the written authorization of the owner(s) that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

I/We \_\_\_\_\_, am/are the owner(s) of the land that is subject of this application for a plan of subdivision or condominium description and I/We hereby authorize \_\_\_\_\_ to make this application on my/our behalf and to provide any of my personal information that will be included in this application or collected during the processing of the application.

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

**22.0 SWORN DECLARATION OR AFFIDAVIT**

I, \_\_\_\_\_ of the \_\_\_\_\_ in the Province of \_\_\_\_\_, make oath and say (or solemnly declare) that the information required under Ontario Regulation 544/06, and provided in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

Sworn (or declared) before me at the \_\_\_\_\_ in the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
\_\_\_\_\_  
Applicant(s)

**23.0 PRIVACY CONSENT/FREEDOM OF INFORMATION DECLARATION**

Consent of Owner(s) to the use and disclosure of personal information and to allow site visits to be conducted by the Township Staff and members of Council.

I/We, \_\_\_\_\_ being registered owner(s) of the lands subject of this application, and for the purpose of the Freedom of Information and Protection of Privacy Act, hereby authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act (R.S.O. 1990 as amended) for the purposes of processing this application.

I/We also authorize and consent to representatives from the Township of Dubreuilville and the persons and public bodies conferred with under the Planning Act (R.S.O. as amended) entering upon the subject lands of this application for the purpose of conducting any site inspections as may be necessary to assist in the evaluation of the application.

\_\_\_\_\_  
\_\_\_\_\_  
Owner(s) Signature

PERSONAL INFORMATION CONTAINED ON THIS FORM IS COLLECTED PURSUANT TO THE MUNICIPAL ACT, AND WILL BE USED FOR THE PURPOSE OF PROCESSING AND APPROVAL OF THIS APPLICATION AND ASSOCIATED APPLICATIONS. QUESTIONS ABOUT THIS COLLECTION SHOULD BE DIRECTED TO THE INSTITUTION WHERE THE REQUEST WAS MADE.

**24.0 UNDERTAKING FOR ONTARIO MUNICIPAL BOARD APPEAL**

TO: Corporation of the Township of Dubreuilville

FROM: Name \_\_\_\_\_

Address \_\_\_\_\_

SUBJECT: Application for Plan of Subdivision

ADDRESS OF SITE: \_\_\_\_\_

Where the Township of Dubreuilville substantially supports the application for Plan of Subdivision,

NAME OF APPLICANT: \_\_\_\_\_

Hereby undertakes to pay, in accordance with the Ontario Municipal Board cost recovery policy of the Corporation of the Township of Dubreuilville By-law 2023-24, upon receipt of invoice from the Township, any and all legal costs, including all disbursements of the Township, to an upset limit of \$10,000 in respect of preparation for and attendance at an Ontario Municipal Board hearing, until the matter is finally resolved by the said Board.

It is hereby acknowledged that "hearing" shall include all attendances before the Board in respect of the said application whether in person, telephone conference call, or other means as directed by the Board.

Dated at the Dubreuilville this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

**Please complete 1 or 2**

1. For Applicant and individuals	2. For Corporations and Companies
_____ SIGNATURE OF APPLICANT	_____ CORPORATE NAME (IF APPLICABLE)
_____ (PLEASE PRINT NAME)	_____ (AUTHORIZED SIGNATURE) I HAVE THE AUTHORITY TO BIND THE CORPORATION
_____ SIGNATURE OF WITNESS	_____ (PLEASE PRINT NAME AND TITLE)
_____ (PLEASE PRINT NAME)	