



E-Mail Address: \_\_\_\_\_

Please check to whom all communications should be sent:      Owner    Applicant    Agent

**4. LOCATION OF SUBJECT LAND: (please provide details for each lot affected)**

Geographic or Former Township: \_\_\_\_\_

Concession # (if applicable): \_\_\_\_\_ Lot(s)/Block(s) #: \_\_\_\_\_

Registered Plan # (if applicable): \_\_\_\_\_ Part(s) #: \_\_\_\_\_

Name of Street: \_\_\_\_\_ Street #(s): \_\_\_\_\_

Assessment Roll Number: \_\_\_\_\_

**5. PREVIOUS AND CURRENT APPLICATIONS:**

(a) Is or has the land ever been the subject of an application under the Planning Act, including any of the following? (please check):

- Minor Variance - File Number and Status (if Known): \_\_\_\_\_
- Consent - File Number and Status (if Known): \_\_\_\_\_
- Official Plan Amendment - File Number and Status (if Known): \_\_\_\_\_
- Zoning By-Law Amendment - File Number and Status (if Known): \_\_\_\_\_
- Other (please specify) - File Number and Status (if Known): \_\_\_\_\_

**6. PURPOSE OF APPLICATION (please give a detailed description):**

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

**7. SERVICES:**

**7.1 ACCESS is provided to the subject land by: (check appropriate space)**

- Provincial Highway
- Municipal Road
- Private Road
- Right of Way
- Unopened Road Allowance
- Other Public Road (specify) \_\_\_\_\_
- Water Access

**Maintenance**

- Public
- Private
- Year Round
- Seasonal
- Unmaintained

***(Where access to the subject land is by water only, on a separate page describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road).***

**7.2 WATER SUPPLY is provided to the subject land by: (check appropriate space)**

- City-owned/operated piped water system
- Privately-owned/operated individual well
- Privately-owned/operated communal well
- Lake or other water body
- Other means (specify) \_\_\_\_\_

**7.3 SEWAGE DISPOSAL is provided to the subject land by: (check appropriate space)**

- City-owned/operated individual sewage system
- Private individual septic tank
- City-owned/operated communal sewage system
- Private communal sewage system
- Privy
- Other means (specify) \_\_\_\_\_

**(A certificate of approval for the septic system from the District Health Unit submitted with this application will facilitate the review.)**

**7.4 STORM DRAINAGE is provided to the subject land by: (check appropriate space)**

- Sewers
- Ditches
- Swales
- Other means (specify) \_\_\_\_\_

**7.5 OTHER: (check if the service is available)**

- |             |                          |                    |                          |
|-------------|--------------------------|--------------------|--------------------------|
| Electricity | <input type="checkbox"/> | School Bussing     | <input type="checkbox"/> |
| Telephone   | <input type="checkbox"/> | Garbage Collection | <input type="checkbox"/> |
| Cable       | <input type="checkbox"/> | Recycling          | <input type="checkbox"/> |

**8. OFFICIAL PLAN AND ZONING INFORMATION:**

**8.1 What is the current official plan designation(s) of the subject land?**

\_\_\_\_\_

*(Note: Please contact the Planning Division, if not known.)*

**8.2 Has the subject land ever been the subject of a rezoning?**

Yes  By-Law No. \_\_\_\_\_ No  Unknown

**8.3 What is the current zoning of the subject land?** \_\_\_\_\_

*(Note: Please contact the Planning Division, if not known.)*

**8.4 If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number?**

\_\_\_\_\_

**9. AFFIDAVIT OR SWORN DECLARATION**

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 application is true.

Sworn (or declared) before me at the \_\_\_\_\_, in the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Applicant

**10. AUTHORIZATIONS**

**10.1 CONSENT OF THE OWNER(S) FOR APPLICANT TO MAKE APPLICATION**

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

I/WE, \_\_\_\_\_ am/are the owner(s) of the land that is the subject of this application and I/We authorize \_\_\_\_\_ to my/our behalf and to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

**10.2 CONSENT OF OWNER(S) TO THE USE & DISCLOSURE OF PERSONAL INFORMATION**

I/WE, \_\_\_\_\_, am/are the owner(s) of the land that is the subject of this application for exemption of part lot control and for the purposes of the Freedom of Information and Protection of Privacy Act I/we 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 for the purposes of processing this application.

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

Personal information contained on this form, collected pursuant to the *Planning Act*, will be used for the purpose of responding to the initial application. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.

## APPLICANT'S CHECKLIST

The following **must** be included with the application to ensure completeness:

**1 original copy** of this **complete application** for each parcel to be filed with the Development Services Department. Dark blue or black ink only – do not use pencil;

**Appropriate fee** – Please refer to the City of Kawartha Lakes “Planning Application Fees” list.

**1 copy** of a **sketch/survey\*** showing the following:

- the boundaries and dimensions of the subject land;
- the location, size and type of all existing and proposed buildings and structures on the subject land; indicating the distance of the buildings or structures from the front, rear and side lot lines;
- the boundaries and dimensions of land that abuts the subject property, or any land owned by the owner of the subject land and that abuts the subject land;
- the location, size and type of all existing and proposed buildings and structures on abutting lands, indicating the distance of the buildings or structures from the front, rear and side lot lines;
- the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge;
- the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, abandoned or active railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks and tile beds;
- the existing use(s) on adjacent lands;
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way;
- if access to the subject land is by water only, the location of the parking and boat docking facilities to be used;
- the location and nature of any easement affecting the subject land;
- all present entrances onto the subject property;
- if there are agricultural buildings capable of housing animals on a feed lot within 500 metres of the proposed lot, then the location of these buildings must be shown on the sketch.

**1 copy** of a **registered plan of subdivision** showing the lot(s) to be affected by the deeming by-law.

After the application is submitted, the City may require that the owner or applicant provide a letter from a solicitor attesting that the subject lands are eligible to be exempted from part-lot control pursuant to the Planning Act.

Measurements on the sketch **SHALL** correspond to those identified in the application. Photocopies of your survey, if you have one, should be used. If no survey is available, a detailed hand-drawn sketch to scale is acceptable. **It is the responsibility of the applicant(s) to ensure the accuracy and completeness of the application prior to its submission to this office to avoid any misunderstandings at the meeting or in the future.**

**In some cases, it may be appropriate to obtain professional services to determine the accuracy of your property dimensions.**

**1 copy** of the **Parcel Register** for each lot(s) and/or block(s) to be affected by the deeming by-law.

# FIGURE 1 DEEMING BY-LAW PROCESS

