



# TOWNSHIP OF CHAPLEAU

## DEVELOPMENT APPLICATION FORM

Zoning By-law Amendment, Official Plan Amendment,  
Draft Plan of Subdivision and/or Draft Plan of Condominium

### For Office Use Only

File Number: \_\_\_\_\_

Roll Number(s): \_\_\_\_\_

Application Fee: \_\_\_\_\_

Application Received: \_\_\_\_\_ Application Deemed Complete: \_\_\_\_\_

**Note:** The sections bound by a grey box only pertain to Plan of Subdivision and Plan of Condominium applications.

## Section One: Application Information

### 1. Type of Application

Check all that apply.

- |   |  |
|---|--|
| <input type="checkbox"/> Official Plan Amendment (OPA)  | <input type="checkbox"/> Plan of Subdivision |
| <input type="checkbox"/> Zoning By-law Amendment (ZBLA) | <input type="checkbox"/> Plan of Condominium |

### 2. Property Owner's Information

Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

### 3. Agent/Applicant Information

(name of person to be contact about the application, if different from the owner)

Name of Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_



**4. Planner/Engineer**

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

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

\_\_\_\_\_ Home Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**5. Ontario Land Surveyor**

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

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

\_\_\_\_\_ Home Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**6. Authorization Form**  
The Owner(s) formal authorization permitting the applicant to make this application on the Owner(s) behalf to the Township of Chapleau.

I/We \_\_\_\_\_, the owner(s) of the property  
subject of this application, hereby authorize \_\_\_\_\_  
to make this application on my/our behalf to the Township of Chapleau.

Witness: \_\_\_\_\_ Owner's Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**Section Two: Subject Property**

**1. Location of the Subject Land**

Street Name and Number: \_\_\_\_\_

Registered Plan Number: \_\_\_\_\_ Part/Block/Lot: \_\_\_\_\_

Reference Plan Number: \_\_\_\_\_ Parcel/Pin No.: \_\_\_\_\_

Concession and Lot Number: \_\_\_\_\_

Are there any easements or restrictive covenants affecting the subject land?

No  Yes – describe the easement/covenant in effect: \_\_\_\_\_



**2. Dimensions of Property**

Street Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_ Area: \_\_\_\_\_

**3. Use(s) of Property**

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_

Has there been an industrial or commercial use, or a farm on the subject land or adjacent land?

No     Yes – please specify the uses: \_\_\_\_\_

**Table A – Proposed Land Use**

Proposed Land Use		Number of Units or Dwellings	Number of Lots and/or Blocks on Draft Plan	Area (ha)	Density (Units/Dwellings per ha)	Number of Parking Spaces
Residential	Detached					*
	Semi-Detached					*
	Multiple Attached					
	Apartment					
	Seasonal					
	Mobile Home					
	Other (specify)					
Commercial						
Industrial						
Park, Open Space						
Institutional (specify)						
Roads						
Other (specify)						
<b>Totals</b>						

\*Complete only for approval of condominium description



**4. Assessment of Contamination**

	Yes	No	Unknown
Has the grading of the subject land been changed by adding earth or other materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a gas station been located on the subject land or adjacent land at any time?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has there been petroleum or other fuel stored on the subject land or adjacent land?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What information did you use to determine the answers to the above questions?

If yes to any of the above, a previous use inventory which shows all former uses of the subject land or, if appropriate, of the adjacent land, is needed. Is the previous use inventory attached?  Yes  No

**5. Additional Information for Condominium Applications Only**

Has a site plan for the proposed condominium been approved?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Has a site plan agreement been entered into?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Has a building permit for the proposed condominium been issued?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Has construction of the development started?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

If construction is completed, indicate the date of completion: \_\_\_\_\_

Is this a conversion of a building containing rental residential units?  Yes  No

If yes, indicate the number of units to be converted: \_\_\_\_\_

**Section Three: Official Plan and Zoning By-law Information**

**1. Official Plan Designation**

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_

**2. Zoning By-law Zone**

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_



### Section Four: Building and Structure Information

#### 1. Existing Buildings or Structures on the Subject Land

- Yes – please provide a site plan detailing the following for each building or structure: (1) Type; (2) Front/rear/side lot line setbacks; (3) Height (in metres/feet) / Number of Storeys; and (4) Dimensions/ Floor Area.  No

When were the existing buildings or structures constructed on the Subject Lands?

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#### 2. Proposed Buildings or Structures

- No     Yes – please specify for what purpose(s) / use(s): \_\_\_\_\_

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If yes, please also provide a site plan detailing the following for each building or structure: (1) Type; (2) Front/rear/side lot line setbacks; (3) Height (in metres/feet) / Number of Storeys; and (4) Dimensions/ Floor Area.

### Section Five: Access and Servicing Information

#### 1. Access to the Property

Please check the applicable boxes and indicate the street name.

- Provincial Highway: \_\_\_\_\_
- Municipal Road: \_\_\_\_\_
- Private Road: \_\_\_\_\_
- Other Road: \_\_\_\_\_

#### 2. Type of Water Supply to the Subject Lands

- Publicly owned and operated piped water system
- Privately owned and operated water system
- Communal well
- Lake or other water body:



### 3. Type of Sewage Disposal System Servicing Subject Lands

- Publicly owned and operated piped water system
- Privately owned and operated water system
- Communal Septic System
- Privy or other means: \_\_\_\_\_

### 4. Provision of Storm Drainage

- Piped Sewers
- Ditches
- Swales
- Other means: \_\_\_\_\_

### 5. Potential Information/Reports

Road Access	a) Provincial highway	An access permit is required from MTO before any development can occur – made prior to submitting this application.
	b) Municipal road maintained all year	Detailed road alignment and access will be confirmed when the development application is made
	c) Municipal road maintained seasonally	Subdivision or condominium development is not usually permitted on seasonally maintained roads
	d) Right of Way	Access by right of ways on private roads are not usually permitted, except as part of condominium
Water Supply	e) Public piped water system	Applicant to provide a report confirming that capacity will be available to service development at the time of lot creation or rezoning.
	f) Public or private communal well(s)	Development is not usually permitted on communal well.
	g) Individual well(s)	Development of more than 5 lots/units require: (1) servicing options statement; and (2) hydrogeological report. Non-residential development where water will be used for human consumption: (1) hydrogeological report.
	h) Communal surface water	Approval of a “water taking permit” under Section 34 of the <i>Ontario Water Resources Act</i> is necessary for this type of servicing.
	i) Individual surface water	Service options report.
	j) Other	Description of water supply system.



Sewage Disposal	k) Public piped sewage system	Applicant to provide a report confirming that capacity will be available to service the development at the time of lot creation or re-zoning.
	l) Public or private communal septic	Development is not usually permitted on communal septic.
	m) Individual septic system(s)	Development of more than 5 lots/units: (1) servicing options statement; and (2) hydrogeological report. Development of 5 or less lots/units and generating less than 4500 litres per day: (1) effluent hydrogeological report.
	n) Other	Description of sewage disposal system.
Storm Drainage	o) Sewers	A preliminary storm water management report is recommended and should be prepared concurrent with any hydrogeological reports for submission with the application. A storm water management plan will be needed prior to final approval of a plan of subdivision or as a requirement of site plan approval
	p) Ditches or swales	
	q) Other	

**NOTES:**

1. Confirmation that the Township concurs with the servicing options statement will facilitate the review of the proposal.
2. Before undertaking a hydrogeological report, consult the Subdivision Approval Authority about the type of hydrogeological assessment that is expected given the nature and location of the proposal.
3. A Certificate of Approval from MOE submitted with the application will facilitate the review – see attached Appendix 'A'.

## Section Six: Planning Act Applications

### 1. History of the Subject Land

Has the property ever been the subject of a previous application under the *Planning Act*?

- Yes – please provide the items listed below.     
  No     
  Unknown  
 Application file number and type: \_\_\_\_\_     
 Status of the application: \_\_\_\_\_

### 2. Current Status of the Subject Land

Is the property subject to a current application under the *Planning Act*?

- Yes – please provide the items listed below.     
  No     
  Unknown  
 Application file number(s): \_\_\_\_\_     
 Status of the application: \_\_\_\_\_

Application type(s):   
 Site Plan Control   
 Minor Variance   
 Consent

If the subject land is covered by a Minister's Zoning Order, what is the Ontario Regulation Number? \_\_\_\_\_



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

## Section Seven: Provincial Policy

### 1. Development Rationale

Please explain how the proposal is consistent with the Provincial Policy Statement 2014 (PPS).

### 2. Significant Features Checklist

The table below lists the features or development circumstances of interest to the Province. Please complete the table and be advised of the potential information requirements per feature.

Feature	Is the proposal within 500 m of the feature?		Distance to feature (m)	Potential Information Required
	Yes	No		
Non-farm development near designated urban areas or rural settlement area	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate sufficient need within 20-year projections and that proposed development will not hinder efficient expansion of urban or rural settlement areas
Class 1 industry <sub>1</sub>	<input type="checkbox"/>	<input type="checkbox"/>		Assess development for residential/other sensitive uses within 70m.
Class 2 industry <sub>2</sub>	<input type="checkbox"/>	<input type="checkbox"/>		Assess development for residential and other sensitive uses within 300m.
Class 3 industry <sub>3</sub>	<input type="checkbox"/>	<input type="checkbox"/>		Assess development for residential and other sensitive uses within 1,000m.
Land Fill Site	<input type="checkbox"/>	<input type="checkbox"/>		Assess possible leachate, odour, vermin and other impacts.
Sewage Treatment Plan	<input type="checkbox"/>	<input type="checkbox"/>		Assess the need for a feasibility study for residential and other sensitive land uses





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Feature	Is the proposal within 500 m of the feature?		Distance to feature (m)	Potential Information Required
	Yes	No		
Waste stabilization pond	<input type="checkbox"/>	<input type="checkbox"/>		Assess the need for a feasibility study for residential and other sensitive land uses
Active railway line	<input type="checkbox"/>	<input type="checkbox"/>		Evaluate impacts within 100m.
Controlled access highways or freeways including designated future ones	<input type="checkbox"/>	<input type="checkbox"/>		Evaluate impacts within 100m.
Operating mine site	<input type="checkbox"/>	<input type="checkbox"/>		Will development hinder continuation or expansion of operations?
Non-operating mine site within 1000m.	<input type="checkbox"/>	<input type="checkbox"/>		Have potential impacts been addressed? Has the mine been rehabilitated so there will be no adverse effects?
Electric transformer station	<input type="checkbox"/>	<input type="checkbox"/>		Determine possible impacts within 200m.
High voltage electric transmission line	<input type="checkbox"/>	<input type="checkbox"/>		Consult the appropriate electric power service
Transportation and infrastructure corridors	<input type="checkbox"/>	<input type="checkbox"/>		Will the corridor be protected?
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?
Mineral aggregate operations	<input type="checkbox"/>	<input type="checkbox"/>		Will development hinder continuation of extraction?



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Feature	Is the proposal within 500 m of the feature?		Distance to feature (m)	Potential Information Required
	Yes	No		
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"/>		Will development hinder continued operation or expansion?
Significant wetlands significant wildlife habitat, and fish habitat	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate no negative impacts
Significant portions of habitat of endangered and threatened species	<input type="checkbox"/>	<input type="checkbox"/>		Development is not permitted
Sensitive groundwater recharge areas, headwaters and aquifers	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate that 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
Significant archaeological resources	<input type="checkbox"/>	<input type="checkbox"/>		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, catalogued and analyzed prior to development



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Feature	Is the proposal within 500 m of the feature?		Distance to feature (m)	Potential Information Required
	Yes	No		
Erosion Hazards	<input type="checkbox"/>	<input type="checkbox"/>		Determine feasibility within the 1:100 year erosion limits of ravines, river valleys and streams
Floodplains	<input type="checkbox"/>	<input type="checkbox"/>		<p>Where one-zone flood plain management is in effect, development is not permitted within the floodplain.</p> <p>Where two-zone flood plain management is in effect, development is not permitted within the floodway</p> <p>Where a Special Policy Area (SPA) is in effect, development must conform with official plan policies for the SPA</p>
Hazardous sites <sub>4</sub>	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate that hazards can be addressed
Rehabilitated mine sites	<input type="checkbox"/>	<input type="checkbox"/>		
Contaminated sites	<input type="checkbox"/>	<input type="checkbox"/>		Assess an inventory or previous uses in areas of possible soil contamination

**NOTES:**

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 1000m. – processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.
4. Hazardous sites – property or land that could be unsafe for development or alteration due to a naturally occurring hazard. These hazards may include unstable soils (sensitive marine clays (Leda), organic soils) or unstable bedrock (Karst topography).



**3. Housing Affordability**

For applications that include permanent housing, complete the table below. 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. For additional space, attach a separate page.

Housing Type	No. of Units	Unit Size (sq. ft.) and/or Lot Frontage	Estimated Selling Price/Rent
Semi-Detached			
Link/Semi-Detached			
Row or Townhouse			
Apartment Block			
Other Types or Multiples			

Is there any other information which may relate to the Affordability of the proposed housing needs served by the proposal?  Yes  No

If yes, please explain below or attach a separate page.

**4. Other Information**

Is there any other information that may be useful to the City in reviewing this development proposal (i.e. efforts made to resolve outstanding objections or concerns)? If so, explain below or attach a separate page.



## Section Eight: Authorization

### 1. Affidavit or Sworn Declaration

I, \_\_\_\_\_ of the municipality of \_\_\_\_\_  
make an 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 is true.  
Sworn (or declared) before me at the \_\_\_\_\_  
in the Province of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

### 2. Information Authorization of the Owner

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

I, \_\_\_\_\_ am the owner of the land that is subject to this application for approval of a *Planning Act* application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I authorize \_\_\_\_\_ as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date: \_\_\_\_\_ Owner's Signature: \_\_\_\_\_

### 3. Consent of the Owner to Use and Disclose of Personal Information

I, \_\_\_\_\_ am the owner of the land that is subject to this application for approval of a *Planning Act* application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I authorize and consent to the use by or the disclosure to any or public body of any personal information that is collected under the authority of the *Planning Act* for the purpose of processing this application.

Date: \_\_\_\_\_ Owner's Signature: \_\_\_\_\_



#### 4. Agreement to Indemnify

The Owner/Applicant agrees to reimburse and indemnify the Township of Chapleau (hereinafter referred to as the "Township") for all fees and expenses incurred by the Township to process this application, as the case may be, including any fees and expenses attributable to proceedings before the Ontario Municipal Board or any other administrative tribunal if necessary to defend the Township decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the Township may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

The Owner/ Applicant further agrees to provide the municipality, upon request, a deposit against which the Township may, from time to time charge against the deposit any fees and expenses incurred by the Township in order to process the application. If such fees and expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the Township with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days.

The Owner/Applicant further agrees that, upon request by the Township from time to time, the Owner/Applicant shall make such additional deposits as the Township considers necessary, and until such requests have been complied with, the Township will have no continuing obligation to process the application or attend or be represented at the Ontario Municipal Board or any court or other administrative proceeding in connection with the application.

Date: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_