

Application No. _____

**APPLICATION FOR SUBDIVISION/CONDOMINIUM AGREEMENT
TOWN OF AMHERSTBURG**

1. Name of approval authority Corporation of the Town of Amherstburg

2. Date application received by municipality _____

3. Date application deemed complete by municipality _____

4. Name of registered owner _____

Telephone number _____

Address _____

Name of registered owner's solicitor
or authorized agent (if any) _____

Telephone number _____

Address _____

Please specify to whom all communications should be sent:

☐ registered owner ☐ solicitor ☐ agent

5. Location and description of subject land:

Concession No. _____ Lot(s) No. _____

Registered Plan No. _____ Lot(s) No. _____

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

Street Address _____ Assessment Roll No. _____

6. Size of subject land:

Frontage _____ Depth _____ Area _____

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

☐ yes ☐ no

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

8.

Has the parcel ever been the subject of an application for approval of a plan of subdivision under Section 51 or for a consent under Section 53 of the Act, as amended, or its predecessors?

☐ yes

☐ no

If yes, please indicate the file number and the decision:

9.

Current Official Plan Land Use designation of subject land

10.

Please provide the following information pertaining to the draft plan of subdivision:

	No. of units or dwellings	No. of lots or blocks	Area in hectares	Units per hectare	Parking spaces
Residential					
<u>detached</u>					
<u>semi-detached</u>					
<u>multiple attached</u>					
<u>apartment</u>					
<u>seasonal</u>					
<u>mobile home</u>					
<u>other residential</u>					
<u>Sub-total</u>					
Non-residential					
<u>commercial</u>					
<u>industrial</u>					
<u>institutional</u>					
<u>roads</u>					
<u>other use</u>					
Sub-total					
TOTAL					

11.

If one of the proposed uses referred to in item 9 above is identified as other residential, institutional or other use, please describe the use below:

other residential

institutional

other use

12.

Access to subject parcel:

☐ Municipal Road

☐ County Road

☐ Provincial Highway

☐ Private

☐ Water

If access to the subject land is **by water** only, state the parking and docking facilities used or to be used and the approximate distance between these facilities and the nearest public road.

13. Type of water supply:

☐ municipally owned and operated piped water supply

☐ well

☐ Other (specify) _____
14. Type of sanitary sewage disposal:

☐ municipally owned and operated sanitary sewers

☐ septic system

☐ Other (specify) _____
15. Type of storm drainage:

☐ sewers

☐ ditches

☐ swales

☐ Other (specify) _____
16. Please indicate whether the property is the subject of any other application for one of the following:

☐ official plan or official plan amendment approval

☐ zoning by-law amendment

☐ Minister’s zoning order amendment

☐ minor variance

☐ consent

☐ site plan

If known, indicate the file number and status of the foregoing application(s):

Plan of Condominium Approval

17. Has a site plan for the proposed condominium been approved and a site plan agreement been entered into?

☐ yes

☐ no
18. Has a building permit for the proposed condominium been issued?

☐ yes

☐ no
19. Is the proposed condominium:

under construction?

☐ yes

☐ no

completed?

☐ yes

☐ no
20. If the proposed condominium has been completed what was the date of completion?

Date

21. Is the proposed condominium a conversion of a building containing residential rental units?

☐ yes ☐ no

Number of units to be converted _____

Dated at the _____ of _____ this _____ day of _____,
20____.

(signature of applicant, solicitor or authorized agent)

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

Declared before me at the _____ of _____ in the _____
of _____ this _____ day of _____, 20____.

Applicant, Solicitor or Authorized Agent

A Commissioner, etc.

AUTHORIZATION

(Please see note below)

To: Clerk
Town of Amherstburg

Description and Location of Subject Lands:

I/We, the undersigned, being the registered owner(s) of the above lands hereby authorize _____ of the _____

of _____ to:

- (1) make an application on my/our behalf to the Council for the Town of Amherstburg;
- (2) appear on my behalf at any hearing(s) of the application; and
- (3) provide any information or material required by Town Council relevant to the application.

Dated at the _____ of _____

in the _____ of _____, this _____ day of _____, 20__.

Signature of Witness

Signature of Owner

Signature of Witness

Signature of Owner

Signature of Witness

Signature of Owner

* Note: This form is only to be used for applications which are to be signed by someone other than the owner.

FEE SCHEDULE AS PER By-law 2024-088

Application Type	Fee Basis	Minimum Deposit to Accompany Application	Flat Fee	ERCA FEE	Total
Consideration of an Application to the County of Essex for Approval of a Plan of Subdivision/ Condo - up to 20 Lots/ Blocks/ Units	Per Application	\$2,000	\$9,598	\$300	\$11,898
Consideration of an Application to the County of Essex for Approval of a Plan of Subdivision/ Condo - 21 to 50 Lots/ Blocks/ Units	Per Application	\$2,000	\$9,598	\$300	\$11,898
Consideration of an Application to the County of Essex for Approval of a Plan of Subdivision/ Condo - more than 50 Lots/ Blocks/ Units	Per Application	\$2,000	\$9,598	\$300	\$11,898

Engineering review fees of \$1500.00 per each time a file is reviewed may be applicable as per Amherstburg’s User fee by-law.

If the subject lands are located within 120 m of a Provincially Significant Wetland, Significant Woodland, Area of Natural or Scientific Interest or Significant Species at Risk Habitat, the applicant may be required to complete a natural heritage review. The initial pre-consultation cost of the natural heritage review is \$565 and should additional work, such as an Environmental Impact Assessment, be required, the applicant will be responsible for all costs associated with review. Costs associated with the review will be invoiced to the applicant through the Town of Amherstburg. The applicant will be responsible for finding their own qualified biologist to complete the Environmental Impact Assessment, if required, and will be responsible for all costs associated with the assessment.