APPLICATION FOR AN AMENDMENT TO THE OFFICIAL PLAN AND/OR ZONING BYLAW

This application must be typed or printed in black or blue ink, completed entirely and signed.

Have you formally consulted with the City of Brantford prior to submitting this application?

☐ Yes ☐ No

Name of Planner: _____ Date: _____

If yes, please attach the record/notes of Formal Pre-consultation to the application.

OFFICE USE ONLY

File No.: _____

Date Accepted: _____

Roll No.: _____

Related Files: _____

Check off all that apply:

☐ Official Plan Amendment

☐ Zoning Bylaw Amendment

☐ Lifting 'Holding'

☐ Extension of a Temporary Use

a) Please attach the record/notes of Formal Pre-consultation to the application).

b) Are the required studies, plans or reports, draft amendments Submitted with this application form? ☐ **Yes** ☐ **No**

Incomplete applications and any application fees will be returned. A separate cheque must be submitted with application for a complete application review. The Fee Schedule is available on the City of Brantford's Planning Fees webpage.

Withdrawal of applications is required in writing and fees are returned pending the stage application is in. Once notices are circulated, no fees are refunded.

PART I – CONTACT INFORMATION

1. Name of Applicant[1] _____ Phone _____

Address _____ Fax _____

City/Postal Code _____ E-mail _____

[1] If the applicant is a numbered company, also provide the name of a principal of the company.

2. Name of Agent _____ Phone _____

Address _____ Fax _____

City/Postal Code _____ E-mail _____

3. Name of Property Owner[2] _____ Phone _____

Address _____ Fax _____

City/Postal Code _____ E-mail _____

[2] It is the responsibility of the owner or applicant to notify the Planner of any changes in ownership within 30 days of such a change.

4. When was the property acquired by the owner? _____

5. Please specify to whom all communications should be sent.[3] ☐ Applicant ☐ Agent ☐ Owner

[3] Unless otherwise directed, all correspondence, notices, etc. in respect of this development application will be forwarded to the Applicant noted above, except where an Agent is employed, then such will be forwarded to the Applicant and Agent.

All correspondence, notices etc. in respect of this development application will be forwarded to the Applicant, Agent and Owner provided that their contact information is included on this form.

Personal information collected and recorded through written submissions on this subject, is collected under the authority of the *Municipal Act*, 2001, as amended, and the *Planning Act*, 1990 R.S.O. 1990, c.P.13 and will be used by Members of Council or Committee and City of Brantford staff in their consideration of this matter. The written submissions, including names and contact information and the associated reports arising from the public participation process, will be made available to the public, including publishing on the City's website. Video recordings of the all Public Meetings may also be posted to the City of Brantford's website. Questions about this collection should be referred to the City Clerk or the Manager of Development Planning, Planning Department, City of Brantford, 58 Dalhousie Street, Brantford, Ontario, N3T 2J2, 519-759-4150 ext. 5715 or ext. 5295.

PART II – GENERAL PROPERTY DESCRIPTION

1. Municipal address _____

2. Legal Description (fill in the parts that are applicable only)

Registered Plan No. _____ Lot(s)/Block(s) _____
Reference Plan No. _____ Part(s) _____
Former Township _____ Concession _____ Lot(s) _____

3. Particulars of Property (in metric units)

Frontage/Width (m) _____ Depth (m) _____ Area (m^2/ha) _____

4. Encumbrances

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

If yes, provide names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject lands. _____

_____

5. Existing Use of Property

☐ Agricultural ☐ Commercial ☐ Industrial ☐ Institutional ☐ Residential ☐ Vacant ☐ Other(s) _____

How long have the lands been used/employed for these use(s)? _____

6. Previous Use of Property

☐ Agricultural ☐ Commercial ☐ Industrial ☐ Institutional ☐ Residential ☐ Vacant ☐ Other(s) _____

If Industrial or Commercial, specify use: _____

Details of Previous Uses

	Yes	No	Unknown
Has the grading of the subject land been changed by adding earth or other material, i.e. has filling occurred?			
Has a gas station been located on the subject land or adjacent lands at any time?			
Has there been petroleum or other fuel stored on the subject land or adjacent lands?			
Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?			
Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been used as pesticides and/or sewage sludge was applied to the lands?			

Have the lands or adjacent lands ever been used as a weapons firing range?			
Is the nearest boundary line of the subject lands within 500 metres (1,640 feet) of the fill area of an operational/non-operational landfill or dump?			
If there are existing or previously existing buildings, are there any building materials remaining on site which are potentially hazardous to public health (i.e., asbestos, PCB's)			
Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?			

What information did you use to determine the answers to 6 above?

If previous use of property is industrial or commercial or if **YES** to any of Section 6, a previous use inventory showing all former uses of the subject land, or if appropriate, the land adjacent to the subject land is required.

Is the previous use inventory attached? ☐ Yes ☐ No

7. List any *Existing* Buildings or Structures on the Property

Type of Buildings or Structures	All Yard Setbacks (m)				Building Dimensions (m)	Ground Floor Area (m^2)	Height (m)	When Built	To Be Retained	To Be Removed/ Demolished
	Front	Rear	Side	Side						
1.										
2.										
3.										

8. Heritage Features

Are there any buildings or structures on the subject lands that are subject to a Heritage Easement or have been designated under Part IV or Part V of the Ontario Heritage Act? ☐ Yes ☐ No

Are there any buildings or structures on the abutting lands that are subject to a Heritage Easement or have been designated under Part IV or Part V of the Ontario Heritage Act? ☐ Yes ☐ No

If yes to either of the above, a Heritage Impact Assessment may be required. Is a Heritage Impact Assessment attached? ☐ Yes ☐ No

9. Servicing, Drainage and Access

Indicate what services are available or proposed:

Water Supply	**Sewage Treatment**	**Storm Drainage**
☐ Municipal water	☐ Municipal sewers	☐ Storm sewers
☐ Communal wells	☐ Communal system	☐ Open ditches
☐ Individual wells	☐ Septic tank and tile bed	☐ Other (describe below)
☐ Other (describe below)	☐ Other (describe below)	

If other describe: _____

Has the existing drainage on the subject lands been altered?

☐ Yes ☐ No

Does a legal and adequate outlet for storm drainage exist?

☐ Yes ☐ No ☐ Unknown

Are the subject lands within an area that is subject to the regulations of the Grand River Conservation Authority (GRCA)?

☐ Yes ☐ No

Have you pre-consulted with GRCA?

If yes, please note that the GRCA may require additional fees for the processing of your application. For more information, please consult their webpage at www.grandriver.ca .

☐ Yes ☐ No

Existing or proposed access to subject lands:

☐ Unopened road ☐ Provincial highway

☐ Municipal road ☐ Other (describe below)

If other, describe: _____

Name of road/street: _____

PART III – ADJACENT LANDS

1. Uses Adjacent to the Subject Lands

North _____

South _____

East _____

West _____

2. Does the applicant own or have a legal interest in any adjacent lands? ☐ Yes ☐ No

If yes provide the following for the adjacent lands:

Assessment Roll No. _____

Legal Description _____

Frontage (m) _____ Depth (m) _____ Area (m^2/ha) _____

3. Related Planning Applications – Adjacent Lands

(a) Is there an application(s) by the applicant for lands within 120 metres of the subject lands for any of the following:

Minor Variance	☐ Yes	☐ No
Consent	☐ Yes	☐ No
Amendment to Official Plan	☐ Yes	☐ No
Amendment to Zoning Bylaw	☐ Yes	☐ No
Minister's Zoning Order	☐ Yes	☐ No
Approval of a Plan of Subdivision	☐ Yes	☐ No
Approval of a Plan of Condominium	☐ Yes	☐ No
Site Plan	☐ Yes	☐ No

(b) If the answer to part (a) above, is *Yes*, the following information must be provided:
(If multiple applications, attach a separate page)

(i) File Number(s) _____

(ii) Name of the approval authority considering the application(s) _____

(iii) Land(s) affected _____

(iv) Purpose of Application(s) _____

(v) Status of the Application(s) _____

(vi) Effect on the requested amendment _____

PART IV – PROVINCIAL AND MUNICIPAL POLICY

1. Is this application consistent with the Policy Statements issued under subsection 3(1) of the *Planning Act*?

☐ Yes ☐ No

2. Is the subject land within an area designated or identified under any of the following:

Growth Plan for the Greater Golden Horseshoe ☐ Yes ☐ No

Intensification Area as identified in the Official Plan ☐ Yes ☐ No

Downtown Master Plan ☐ Yes ☐ No

Waterfront Master Plan ☐ Yes ☐ No

Secondary Plan ☐ Yes ☐ No

Other (specify) _____

3. Explain how the requested amendment conforms to or does not conflict with each of the applicable Plans/Policy documents in the above question. (Incorporate as part of Planning Justification Report).

_____

_____

_____

_____

4. Explain how the requested amendment is consistent with the Provincial Policy Statement (PPS) (Incorporate as part of Planning Justification Report).

_____

_____

_____

_____

5. Does this application propose to remove land from an employment area as designated in the Official Plan? ☐ Yes ☐ No

6. Significant Features

All applications under the Planning Act are subject to review for regard to the Provincial Policy Statement issued by the Province of Ontario. Complete the following table and be advised of the potential information requirements in the noted section. If the information is not submitted, it may not be possible to do a complete and proper planning evaluation.

TABLE – SIGNIFICANT FEATURE CHECKLIST

Use or Feature	Is it on site or within 500 m?		Specify Distance in Metres	Potential Information Needs
	Yes (X)	No (X)		
Class 1 industry[1]				Assess development for residential and other sensitive uses within 70 metres
Class 2 industry[2]				Assess development for residential and other sensitive uses within 300 metres
Class 3 industry[3] within 1000 metres				Assess development for residential and other sensitive uses within 1000 metres
Landfill 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 100 metres Noise study prepared? Consultation with CN?
Controlled access highways or freeways, including designated future routes				Evaluate impacts within 100 metres
Electric transformer station				Determine possible impacts within 200 metres
High voltage electric transmission line				Consult Brantford Power
Transportation and infrastructure corridors				Will the corridor be protected? Noise study prepared?
Mineral aggregate resource areas				Will development hinder access to the resource or the establishment of new resource operations? Noise & dust study completed?
Existing Pits and Quarries				Will development hinder continued operation or extraction? Noise and dust study completed?
Mineral and petroleum resource areas				Will development hinder access to the resource or the establishment of new resource operations?
Significant wetlands or potentially significant wetlands				Development is not permitted within Provincially Significant Wetlands. Provide Environmental Impact Study (see App.III in Official Plan)
Significant portions of habitat of endangered species & threatened species				Provide Environmental Impact Study (see App.III in Official Plan)
Significant fish habitat, woodlands, valley lands, areas of natural and scientific interest, wildlife habitat				Provide Environmental Impact Study. (see App.III in Official Plan) Tree Inventory? Tree Preservation Plan?
Significant groundwater recharge areas, headwaters and aquifers				Demonstrate that these features will be protected
Significant landscapes, vistas, significant cultural heritage landscapes				Development should conserve significant landscapes, vistas, 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.
Abandoned landfill sites				Which category? Investigation/remedial measures
Erosion hazards				Determine feasibility within the 1:100 year erosion limits of ravines, river valleys and streams
Floodplains, Floodway Policy Area Special Policy Area (SPA1), (SPA2)				Must meet the Official Plan policies
Hazardous sites[4]				Demonstrate that hazards can be addressed (slope study, flood line study)
Contaminated sites				Inventory of previous uses in areas of possible soil contamination, record of site condition, affidavit
Agricultural Operations				Development to comply with the minimum distance separation formulae and Official Plan policies

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 1000 metres. Processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.
4 Hazardous sites: property or lands that could be unsafe for development or alteration due to naturally occurring hazard. These hazards may include unstable soils, unstable bedrock, or steep slopes.

7. Endangered Species Act Requirement

The Ministry of Natural Resources recommends that municipalities advise proponents to undertake a preliminary ecological site assessment for Species at Risk and their habitat. It is important that you, as the applicant, be aware of the Endangered Species Act and how it may affect your development application. It will be at your discretion to undertake an informal assessment of your property to get a better understanding of the type of species that inhabit your property and if any of these species are classified as species at risk. This will help you to determine if there is a need for a formal assessment to accompany your development application. Further information is attached in Appendix A of this form, and you can also consult Planning Staff, the MNR district office at 519-826-4255 or the MNR SAR website at https://www.ontario.ca/page/species-risk .

Are you aware of any species at risk in your property? ☐ Yes ☐ No

If so, have you undertaken an informal assessment? ☐ Yes ☐ No

Is a formal assessment necessary? ☐ Yes ☐ No

8. Please provide any additional information which may assist staff and other agencies in reviewing this application. If Additional space is required, attach a separate page or include in the Planning Justification Report.

PART V – DETAILS OF THE PROPOSAL

1. Provide a complete written description of the application with details of the proposed development including, but not limited to: proposed use(s), development details (i.e. height/storeys, floor area(s), number of parking/loading spaces, lot coverage, landscape area, etc.). If additional space is needed, attach a separate page.

2. If this application has the effect of increasing the number of residential dwelling units on the subject lands, please complete the following:

Total Area _____ (hectares)

Total Area _____ (hectares) (Gross)[1]

Total Area _____ (hectares) (Net)[2]

Total Number of Residential Dwelling Units Proposed _____

Proposed Density _____ (units/gross hectare)

_____ (units/net hectare)

Are the subject lands located within the Built Boundary as indicated in the Official Plan? ☐ Yes ☐ No

1 Gross Residential Hectare means the area of lands measured in hectares utilized for residential dwelling units including: the lot area; local residential roads; local parks, including walk-ways and bicycle ways; public and separate elementary schools; churches and other institutions such as daycare centres and nursing homes; convenience commercial facilities; and local municipal facilities such as fire halls. The area excludes Major Collector, Minor Arterial and Major Arterial Roads and required widenings thereto, where identified, and Hazard Lands.

2 Net Residential Hectare means that portion of the lands utilized for residential dwelling units, including the lot area.

3. List any *Proposed* Buildings or Structures on the Property

Proposed Buildings or Structures	All yard Setbacks (m)				Building Dimensions	Ground Floor Area (m^2)	Total Floor Area (m^2)	Building Height (m) and No. of Storeys
	Front	Rear	Side	Side				
1.								
2.								
3.								

4. Does your proposal involve:

		Yes	No	N/A
	(a) Demolition of existing building(s)	☐	☐	☐
	(b) Renovation of existing buildings(s)	☐	☐	☐
	(c) Addition to existing building(s)	☐	☐	☐
	(d) Construction of a new building	☐	☐	☐

5. (a) If a building(s) exists, is it occupied? ☐ **Yes** ☐ **No**

(b) If yes, what type of occupancy?

Commercial ☐ **Institutional** ☐ **Other (please specify)** _____

Industrial ☐ **Residential** ☐

6. If the existing building is occupied and will be demolished or renovated, answer the following:

	(a) Residential	**Total #**
	(i) Total number of Units (before development)	
	(ii) Total number of Units (after development)	
	(b) Commercial/Industrial	**Total #**
	(i) Total number of existing businesses (before development)	
	(ii) Total number of businesses (after development)	

PART VI – OFFICIAL PLAN AMENDMENT
(Must be completed for Official Plan Amendment Applications)

1. What is the existing Official Plan designation on the subject lands?

2. Is the proposed Official Plan amendment intended to change, delete or replace an approved Official Plan policy? ☐ Yes ☐ No

If yes, which policy or policies are proposed to be changed, replaced, or deleted?

3. Describe the purpose of the requested amendment.

4. Is the proposed Official Plan amendment intended to add new policy? ☐ Yes ☐ No

If yes, provide details for the requested new policy.

5. Is the proposed Official Plan amendment intended to change or replace a land use designation? ☐ Yes ☐ No

What is the proposed designation on the subject land?

6. a) What are the proposed Land Uses of the Property?

☐ Commercial ☐ Industrial ☐ Institutional ☐ Residential ☐ Other(s)

6. b) What specifically will be permitted by the proposed designation on the subject land?

7. **Why is this Amendment(s) required? You may attach the planning evidence providing justification for the amendment(s). This should address, but not be limited to, why the proposed change is desirable and how it relates to the overall goals and objectives of the Official Plan.**

8. **If a policy in the Official Plan is being changed, replaced or deleted or if a policy is being added, provide the text of the requested amendment(s). (attach to application)**

9. **If the requested amendment changes or replaces a schedule in the Official Plan, provide the proposed schedule and the text that accompanies it. (attach to application)**

PART VII – ZONING BYLAW AMENDMENT
(Must be completed for Zoning Bylaw Amendment Applications)

1. **Explain how the proposed zoning amendment conforms to the Official Plan.**

2. **What is the existing zoning on the subject lands?**

3. **What is the proposed zoning? (Provide reason for rezoning)**

4. **What are the proposed Land Uses of the Property?**

☐ Commercial ☐ Industrial ☐ Institutional ☐ Residential ☐ Other(s)

5. **Why is this Amendment(s) required? You may attach the planning evidence providing justification for the amendment(s). This should address, but not be limited to, why the proposed change is desirable and how it relates to the overall goals and objectives of the Official Plan.**

6. **Does the proposal alter the boundary of a settlement area or create a new area of settlement?** ☐ Yes ☐ No

7. **Does this application remove land from an area of employment?** ☐ Yes ☐ No

   If yes, provide the policy (Section no.) in the Official Plan or the Amendment that deals with the matter:

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8. **Is this application within an area where "zoning with conditions" may apply?** ☐ Yes ☐ No

   If yes, provide details of how the application conforms to Official Plan policies relating to "zoning with conditions."

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9. **Is this application within an area where the Municipality has pre-determined the minimum and maximum density requirements, or the minimum and maximum height requirements?** ☐ Yes ☐ No

   If yes, provide the policy reference and a statement of these requirements.

10. **If a provision in the Zoning Bylaw is being changed, replaced or deleted or if a new use(s) and/or special regulations are being added, provide the text of the requested amendments(s). (attach to application)**

11. **If the requested amendment changes or replaces a schedule in the Zoning Bylaw, provide the requested schedule and the text that accompanies it. Please attach to this application.**

PART VIII – SUPPORTING MATERIAL TO BE SUBMITTED BY APPLICANT[1]

***All information must also be submitted electronically in a pdf format via USB, DVD/CD.**

1. ☐ Copy of the completed pre-consultation form.

2. ☐ Copies of all required studies, plans or reports identified through the preconsultation process, in both paper and electronic (PDF) format. Note, the Planning Justification Report must be prepared and signed by a Registered Professional Planner.

3. ☐ Two (2) copies of the completed, signed application form.

4. ☐ Two (2) copies of the cover letter briefly outlining the purpose of the application.

5. ☐ Two (2) copies of the planning justification report.

6. ☐ Two (2) copies of a plot plan or a boundary description sufficient to identify the subject property.

7. ☐ Six (6) copies of a plot plan illustrating existing site conditions, drawn to a scale of not less than 1 cm = 5 m (1:500) and showing the following information:

(a) ☐ the boundaries and principal dimensions of the property;

(b) ☐ the location of any easements, deed restrictions, encroachments, or public regulations (other than those of the Zoning Bylaw or Official Plan) which may limit the use of the land;

(c) ☐ for each existing building or structure: the type of building or structure; the setback from the front lot line, rear lot line and side lot lines; the height in metres of the building or structure; and the dimensions and/or floor areas of the building or structure.

8. ☐ Six (6) copies of a plot plan illustrating proposed development, drawn to a scale of not less than 1 cm = 5 m (1:500) showing:

(a) ☐ Site statistic table for all required zoning regulations vs proposed zoning regulations

(b) ☐ The concept plan must dimension

- the type of building or structure;
- all setbacks from the structure to the property lines;
- the height in metres of the building or structure; and,
- the dimensions or floor area of the building or structure;

(c) ☐ the approximate location of all natural and artificial features on the subject lands and on land that is adjacent to the subject lands that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.

(d) ☐ the current uses on land that is adjacent to the subject land;

(e) ☐ the location, width and name of any roads within or abutting the subject lands, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way;

(f) ☐ existing topography of the property and adjacent streets with a contour interval not more than 0.75 m;

(g) ☐ proposed topographic elevation and finished grades of the property and adjacent streets;

(h) ☐ lot coverage and gross floor areas in square metres for all buildings and structures;

(i) ☐ outline of all planting beds, buffer planting, lawn areas to be seeded and sodded, and any other landscaping or site improvements, including the identification of all trees, shrubs and other plant materials to be installed and/or retained on the site;

(j) ☐ any proposed subdivision of the property;

(k) ☐ location and dimensions of off-street parking areas and parking structures, the number of parking spaces to be provided, and ingress and egress to public streets;

(l) ☐ any pylon signs, fascia signs, light standards, etc., and their location;

(m) ☐ garbage collection and other outdoor storage areas.

9. ☐ Six copies of:

(a) ☐ Elevation plans of proposed buildings showing height, number of storeys and general appearance, drawn to a scale of not less than 1 cm = 1 m (1:100);

(b) ☐ Conceptual internal floor layout plans and, for residential uses, a statement describing the number or type of apartments, number of bedrooms, average floor area, and use of any ancillary space.

10. ☐ Reductions of each plan submitted under Exhibits 7, 8 and 9, reduced to an 8 ½" x 11" (21.5 cm x 28 cm) size, of a quality suitable for reproduction.

11. ☐ Electronic files (either USB or disk) of all applications, reports and plan submissions in PDF in accordance with the City of Brantford requirements.

12. ☐ The required fee, made payable to the City of Brantford. (cash or cheque only). Fees are available on the City's website and are subject to change.

Note: In some cases the number of copies required may be reduced. Please contact planning staff in advance of submission.

PART IX – NOTIFICATION SIGN REQUIREMENTS

For the purpose of public notification and in order for staff to locate your lands, you must post a sign to indicate the intent and purpose of your development application.

It is your responsibility to:

1. Post a minimum of one sign per frontage in a conspicuous location on the subject lands.

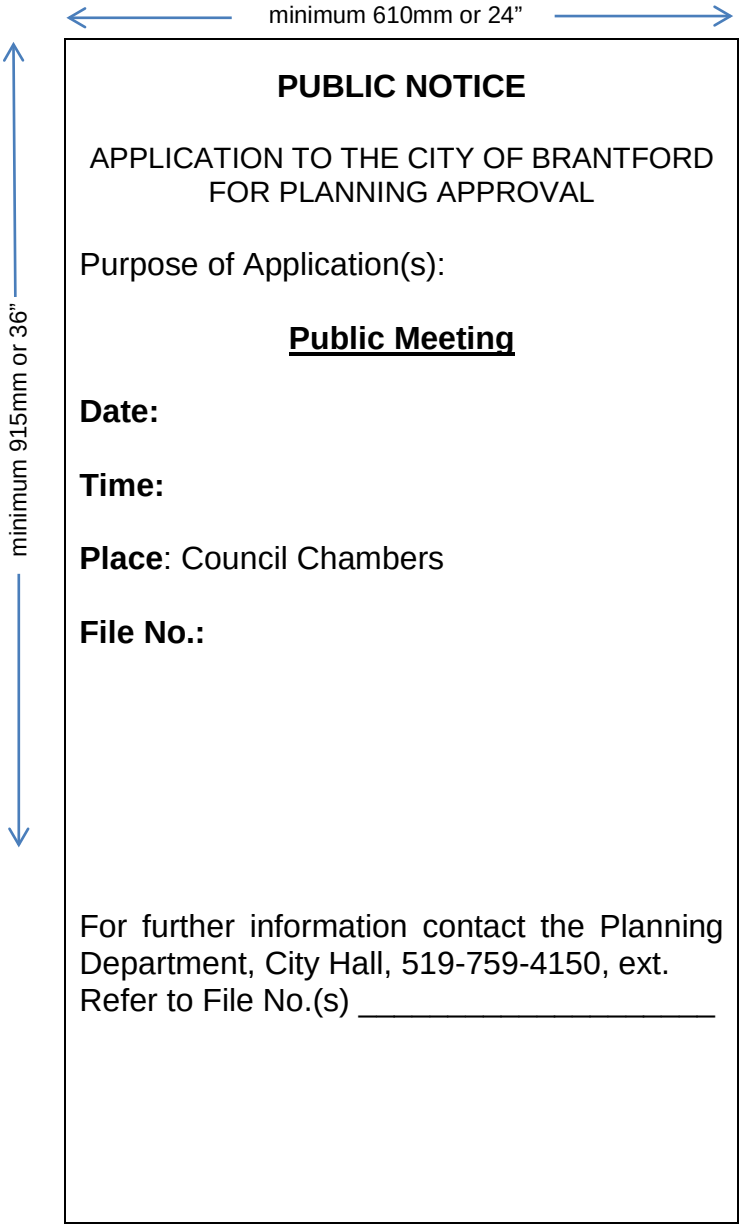
2. Ensure one sign is posted at the front of the subject lands no more than 2.0 metres above grade.

3. Notify the Planner when the sign is in place and forward a photo of the erected sign (in order to avoid processing delays).

4. Maintain the sign until the development application is finalized whereupon you will remove the sign.

Planning staff will provide direction as per the number of required signs as well as the wording shown on the public notice sign. The general specifications for the sign are shown below:

PUBLIC NOTICE SIGN SPECIFICATON
FOR APPLICATIONS (file numbers)



SIGN MATERIAL:
SIGN TO BE CONSTRUCTED OF YELLOW CORRUGATED PLASTIC (“CORROPLAST”)

TYPEFACE:
ARIAL IN REGULAR AND ITALIC FONTS AS SHOWN
LETTER COLOUR: BLACK

WORDING AS SHOWN

NUMBER OF SIGNS REQUIRED:

SPECIAL INSTRUCTIONS:
For more information contact _____ once the signs have been erected.

PART X – ACKNOWLEDGEMENT

1. PERMISSION TO ENTER SUBJECT LANDS

Permission is hereby granted to City of Brantford staff and their consultants to enter the premises subject to this development application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

_____ _____

Date Signature of Owner/Applicant/Agent

2. FREEDOM OF INFORMATION

Application information is collected under the authority of the Planning Act, R.S.O. 1990, c.P.13. In accordance with that Act, it is the policy of the City of Brantford to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I, _____, the Owner, hereby agree and acknowledge
(Print name of Owner)

That the information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of information and Protection of Privacy Act,* R.S.O. 1990, c.M.56, I hereby consent to the City of Brantford making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

_____ _____

Date Signature of Owner/Applicant/Agent

3. ACKNOWLEDGEMENT CLAUSE

I acknowledge that the City of Brantford is not responsible for identification and remediation of contamination on the property, which is the subject of this Application – by reason of its approval to this Application.

_____ _____

Date Signature of Owner/Applicant/Agent

4. 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 is true.

Sworn (or declared) before me

at the _____

in the _____

this _____ day of _____, _20____. _____

Signature of Owner/Applicant/Agent

_____

Signature of a Commissioner, etc.

5. AUTHORIZATION

If the applicant is not the owner of the land that is the subject of this application, 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 act as my agent in this matter and to make this application on my behalf and to provide any of my personal information that will be included in this application or collected during the processing of this application.

_____ _____

Date Signature of Owner

ENDANGERED SPECIES ACT REQUIREMENTS

What is the Endangered Species Act? The Endangered Species Act, Bill 108 (ESA) is a new Act that replaces the old ESA. The new ESA protects three times as many species as the old Act; uses science-based decision-making for status assessment of species at risk, protects both species and habitat; recognizes the importance of private land stewardship activities; recognizes Aboriginal interests and includes "flexibility tools" – permits, agreements, for a range of activities otherwise prohibited under the act. These tools enable activities that would not otherwise be permitted, as long as the intent is stewardship, protection, or rehabilitation of the species.

There are a range of municipal activities which potentially affect the Endangered Species Act and Species at Risk (SAR) and their habitats. These are:

- Planning and development application review;
- Infrastructure projects such as roads and buildings;
- Maintenance activities such as rights of way and drains.

The Endangered Species Act and the Provincial Policy Statement (PPS) each provide for the protection of Species at Risk and their habitats, but there are some key differences. The intent is for the definition of significant habitat (PPS 2005) and general habitat (ESA 2007) to protect the same habitat. The Ministry of Natural Resources (MNR) has authority to update significant habitat under the PPS as new information becomes available. The Ministry of Natural Resources will work closely with the planning authority and the Ministry of Municipal Affairs and Housing (MMAH) to help achieve coordination of Endangered Species Act 2007 and Planning Act (PA) processes. The Ministry of Natural Resources will advise municipalities and proponents on matters related to the Endangered Species Act.

There are four ways in which endangered species can be classified:

- Special Concern
- Threatened
- Endangered
- Extirpated

Once species are classified "at risk", they are added to the Species at Risk in Ontario (SARO) List.

What does this mean to you, the applicant?
It is important that you be aware of the foregoing information and educate yourself on the Endangered Species Act and how it may affect your development application. As the applicant, it will be at your discretion to undertake an informal assessment of your property to get a better understanding of the type of species that inhabit your property and if any of these species are classified as species at risk, as noted above. This will then help you to determine if there is a need for a formal assessment to accompany your development application. For further clarification you can speak to one of the Planners in the Planning Department or contact the MNR District Office Species at Risk Biologist or District Planner or visit the MNR SAR website: https://www.ontario.ca/page/species-risk .

The Ministry of Natural Resources recommends that municipalities advise proponents to undertake a preliminary ecological site assessment for Species at Risk and their habitat. Proponents seeking approvals under the Planning Act are responsible for ensuring they follow all relevant laws in Ontario, including the Endangered Species Act. Proponents should continue to follow early consultation and application procedures in place for the One Window Planning Service and Municipal Plan Review. Proponents should consult with the municipality/Conservation Authority and MNR as appropriate, to determine what Endangered and Threatened species information is available. The Species at Risk (SARO) list is the primary source of information about the status of species at risk in Ontario. MNR's Natural Heritage Information Centre is the central provincial database for species at risk occurrence information.