

Town of Tecumseh



Guide for *Planning Act* Applications

Before submitting any application, please complete the following four steps:

- **STEP 1:** Contact the planning department to review your proposed development and to schedule a pre-consultation meeting with Town Administration
- **STEP 2:** Fill out the applicable application form
- **STEP 3:** Attach all documents/drawings/information that the application specifically requests
- **STEP 4:** Prepare fee payment in accordance with Fee Schedule attached to the application

If you are unsure of certain sections of the application, please leave that section blank. Town Administration will assist you in completing the application form at time of application submission.

PLEASE NOTE: All applications **MUST BE** signed by the owner or authorized agent, in the presence of a Commissioner. A Commissioner is available at Town Hall.

THE CORPORATION OF THE



TOWN OF TECUMSEH

APPLICATION FOR PART LOT CONTROL EXEMPTION

- 1. Name of approval authority: COUNTY OF ESSEX
- 2. Date application received by Municipality: _____
- 3. Date application deemed complete by Municipality: _____
- 4. Name of registered owner: _____

Telephone number: _____ Fax number: _____

E-Mail address: _____

Full Mailing Address: _____

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

Telephone number: _____ Fax number: _____

E-Mail address: _____

Full Mailing Address: _____

Please specify to whom **ALL COMMUNICATIONS** should be sent:

registered owner solicitor authorized agent

- 5. Location and description of **EXISTING** 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 **EXISTING** parcel in metric units (or attach a survey or registered plan if more appropriate):
 Frontage _____ Depth _____ Area _____

- 7. Size of **PROPOSED** parcel in metric units (or attach a survey or registered plan if more appropriate):
 Frontage _____ Depth _____ Area _____

- 8. 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.

9. Current Official Plan Land Use designation of subject land: _____

10. Does this application conform to applicable Official Plan?
 (Yes / No...please explain – attach separate sheet if necessary):

11. Current Zoning of subject land: _____

12. Does this application conform to applicable Zoning By-law?
 (Yes / No...please explain – attach separate sheet if necessary):

13. Current Land Use: _____

14. Proposed Land Use: _____

15. Will the proposed use include the addition of permanent fuel storage? Yes No

If yes, how much fuel storage will be installed (in litres)? _____

(Town Confirmation) Application Requires RMO Review? Yes No

16. Please provide the following information pertaining to the proposed part lot control exemption:

Proposed Land Use	Number of units or dwellings	Number of lots or blocks	Area in hectares	Units per hectare	Number of Parking Spaces
RESIDENTIAL					
Detached					
Semi-detached					
Multiple attached					
Apartment					
Seasonal					
Mobile Home					
Other residential					
SUB-TOTAL					
NON-RESIDENTIAL					
Commercial					
Industrial					
Institutional					
Park or Open Space					
Roads					
Other use					
SUB-TOTAL					
TOTAL					

17. If one of the proposed uses referred to in item 15 above is identified as “other residential”, “institutional” or “other use”, please describe the use below:

“other residential” _____

“institutional” _____

“other use” _____

18. 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.

19. Please provide type of proposed servicing for subject land:

Water Supply: _____ Sanitary Service: _____ Stormwater Service: _____

20. If known, indicate whether the subject land is the subject of an application under the Planning Act

for: Minister’s Zoning Order Amendment Approval of a Plan of Subdivision

Official Plan Amendment Zoning By-law Amendment

Consent to sever Minor variance

If known, indicate the file number/name and status of the foregoing application:

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.

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

Signature of Applicant, Solicitor or Authorized Agent

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

A Commissioner, ect.

AUTHORIZATION

(PLEASE SEE NOTE BELOW)

TO: CLERK
TOWN OF TECUMSEH

Description and Location of Subject Land:

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 Tecumseh;
2. appear on my/our 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.**

**Town of Tecumseh Planning Department Fee Schedule
(as established by By-law 2019-81)**

	PLANNING FEE	DEPOSIT ¹	TOTAL
Official Plan Amendment	\$2,200	\$500	\$2,700
Zoning By-law Amendment	\$2,200	\$500	\$2,700
-Minor Amendment ²	\$1,100	\$250	\$1,350
Holding (H) Removal By-law	\$775	NIL	\$775
Temporary Use By-law	\$1,100	\$250	\$1,350
-Renewal of By-law	\$775	NIL	\$775
Plan of Subdivision/Condominium	\$2,200	\$500	\$2,700
Part Lot Control By-law	\$750	NIL	\$750
Development Control Agreement	\$2,200	\$3,500	\$5,700
-Amendment of Agreement	\$1,100	\$500	\$1,600
Site Plan Control Agreement	\$2,200	\$500	\$2,700
-Major Amendment	\$1,100	\$500	\$1,600
-Minor Amendment (minor revisions to drawings and as determined by Director of Planning)	\$775	\$500	\$1,275
NOTES: ¹ Upon the depletion of the applicable deposit amount required to cover the costs for outside technical services (including, but not limited to, engineering and legal services), the applicant will be required to submit an additional deposit of \$500.00. All costs incurred by the Town for outside technical services over and above the deposit will be reimbursed to the Town by the applicant.			
² A minor zoning By-law Amendment Application is proposed to include the following: <ul style="list-style-type: none"> • For sites currently zoned Agricultural – any addition to permitted range of uses. • For sites already zoned – any change to existing regulations. 			

I hereby understand and agree that upon the depletion of the applicable deposit amount required to cover the costs for outside technical services (including, but not limited to, engineering and legal services along with any advertising costs), I will be required to submit an additional deposit of \$500.00. I hereby further understand and agree that all costs incurred by the Town for outside technical services over and above the deposit will be reimbursed to the Town by the applicant upon receipt of invoicing from the Town.

**ADDITIONAL ESSEX REGION CONSERVATION AUTHORITY (ERCA)
APPLICATION REVIEW FEES
(TO BE ADDED TO THE TOTAL APPLICATION PAYMENT)**

APPLICATION	ERCA REVIEW FEE
Major Official Plan Amendment <i>OR</i> Major Zoning By-law Amendment	\$300
Minor Official Plan Amendment <i>OR</i> Minor Zoning By-law Amendment (ie. Single Unit Dwelling development)	\$200
Combined Official Plan Amendment <i>AND</i> Zoning By-law Amendment	\$275
Site Plan Control	\$200
Draft Plan of Subdivision / Condominium	\$300
Part Lot Control Exemption	\$115

Applicant's Signature

Date