



OFFICE USE ONLY

File No: _____

Related File(s): _____

Date Submitted: _____

Date Deemed Complete: _____

APPLICATION for DRAFT PLAN of SUBDIVISION APPROVAL Under Section 51 of the Planning Act, R.S.O., 1990, Chapter P.13, as amended

PRELIMINARY INFORMATION & INSTRUCTIONS

Application fees are required as part of the approvals process, as well as full cost recovery for external charges incurred by the County in its review and processing of this application. Please refer to Town of Innisfil Fees & Charges By-law 057-24 Schedule 'I' - Planning Services for details.

- \$47,730.20* - Draft Plan of Subdivision (2025 Fees and Charges By-Law)
*plus additional unit / hectare charge – see Fees and Charges By-law for details

The application must be completed by the owner or authorized agent. Where the application is being made by an agent, the owner's written authorization is required. If the lands subject to this application are owned by more than one owner, the authorization of all owners is required. It is the responsibility of the applicant to research and evaluate the site and the proposal to ensure that the development will conform with the interests of the health, safety and welfare of future residents. Sufficient studies for the completion of the application should be carried out prior to submission and should be included with the application.

This application is to be submitted to:

**Brandon Correia, Manager of Planning
Planning Town of Innisfil
2101 Innisfil Beach Road
Innisfil, Ontario L9S 1A1**

1. PRE-CONSULTATION

Note: The Town will not consider an application to be complete if this information is not provided.

a.) Has the draft plan of subdivision proposed in this application been the subject of a Pre-Consultation meeting?

At the town of Innisfil	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:
Other Agencies*	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:

***Please list Other Agencies:**

Please include a copy of all pre-consultation correspondence. If a formal Pre-Consultation meeting regarding the development outlined in this application has not occurred with the Town of Innisfil in the last 12 months, a written request to waive the requirement for Pre-Consultation must be submitted to the Manager of Planning.

a.) Have the requirements identified through pre-consultation been satisfied?

Yes No

2. APPLICANT INFORMATION

(All communication will be directed to the Prime Contact Only)

Prime Contact (X)	Name	Address	Phone/Email
Registered Owner(s)			
Applicant(s)			
Planner			
Agent			
Ontario Land Surveyor			
Engineer			
Solicitor			

3. DESCRIPTION OF THE SUBJECT PROPERTY

a.) Legal Description:	
b.) Parcel Assessment Roll Numbers:	
c.) Civic Address (if available):	
Absolute Title?	<input type="checkbox"/> Yes <input type="checkbox"/> No

4. EASEMENTS / RESTRICTIVE COVENANTS / RESERVES

a.) Are there any easements (hydro, drainage, access, etc.), restrictive covenants or reserves affecting the subject lands?

Yes No

If Yes, supply a copy of such documents and provide a brief description of its effect:

5. FORMER LAND USE(S)

a.) State all previous known uses on the subject lands:

b.) Has there ever been an industrial or commercial use, including a gas station, on the subject land or adjacent land?

Yes No

If Yes, please describe:

c.) Is there any reason to believe the subject lands have been contaminated by former uses on the site or adjacent lands?

Yes No

If Yes, please describe:

d.) Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land at any time?

Yes No Unknown

If Yes, please describe:

e.) Has the grading of the subject land been changed by adding earth or other material?

Yes No Unknown

If Yes, what is the source of the material used as fill?

f.) Has a soils investigation study been undertaken or requested?

Yes No

If No, why?

g.) If YES to any of the above, has a Phase 1 Environmental Site Assessment been submitted?

Yes No

**Please include a Record of Site Condition and any MOECC clearance.*

6. CURRENT LAND USE(S)

Current use(s) on the subject lands:

7. BUILDINGS & STRUCTURES

Are there any existing buildings and/or structures on the subject lands?

Yes No

If Yes, are they to be:

Retained:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Structures:	
Demolished:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Structures:	
Removed:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Structures:	
Other:			

8. OFFICIAL PLAN

a.) What is the current designation(s) of the subject land in the approved Official Plans?

County Official Plan:		Innisfil Official Plan:	
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b.) Provide an explanation of how this Application conforms to the Official Plan:

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c.) If it does not conform, has an application for an Official Plan Amendment been made?

Yes No

If Yes:	Application File Number:		Decision:	
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9. ZONING

a.) What is the current zoning of the subject land?

b.) Does the proposed plan conform to the existing zoning?
 Yes No

c.) If No, have you made a concurrent application for rezoning?
 Yes No

Application File Number:		Decision:	
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10. DESCRIPTION OF PROPOSED LAND USE(S)

a.) Provide a description of proposed land uses:

11. PARKLAND DEDICATION

Land

Cash-in-lieu (See Town Cash-in-lieu by-law)

Combination

Other:

12. PROPOSED LAND USE DETAILS

PROPOSED USE	NUMBER OF UNITS/ DWELLINGS	NUMBER OF LOTS AND/OR BLOCKS	AREA (ha)	DENSITY (units/ dwelling per ha)	NUMBER OF PARKING SPACES
Single Detached Residential					
Semi-detached Residential					
Multiple Attached Residential (Rows)					
Apartment Residential					
Seasonal Residential					
Mobile Home					
Other Residential <i>Please Specify:</i>					
Commercial					
Industrial					
Park, Open Space	N/A			N/A	N/A
Institutional <i>Please Specify:</i>					
Road Allowances	N/A			N/A	N/A
Other <i>Please Specify:</i>					
TOTALS					

13. PROVIDING A RANGE & MIX OF HOUSING TYPES

Housing Type	No. of Units	Unit Size	Estimated Price/Rent Per Month (a) & (b)	Tenure (c)	% of Affordable Units (d)	Building Materials Construction Type
Detached Dwellings						
Semi-Detached						
Multiple Attached Dwellings						
Apartment Block(s)						
Other Types <i>Please Specify:</i>						

Notes:

- a) *If there are more than three-unit sizes and prices/rents with each housing type, attach this information in a similar form. If only the lot is to be sold, indicate its estimated market value.*
- b) *Estimated price/rent should be calculated at today's market value.*
- c) *'Tenure' means ownership (freehold/condominium/cooperative), market rental and/or assisted rental, municipal non-profit, other.*
- d) *Affordable units are defined in the County of Simcoe Official Plan. Please refer to annual municipal affordability values published by the County of Simcoe Social Housing Department.*

13.1 How will this application contribute to the community's affordable housing stock? (Indicate targeted needs groups).

If it does not, why not?

13.2 How does this application contribute to providing a range and mix of housing types within the community?

NOTE: An updated digital copy of the "Range & Mix of Housing Types" chart may be required just prior to the Town's consideration of the draft approval of this application.

14. STATUS OF OTHER PLANNING APPLICATIONS

(On the following chart, provide information on concurrent or previous applications)

	File #	Approval Authority	Lands Affected	Status
OPA				
ZBA				
Plan of Subdivision				
Site Plan				
Consent				
Minor Variance				

a.) If the subject land is covered by a Ministers Zoning Order, what is the Ontario Regulation Number?

b.) Are the water, sewage or road works associated with the proposed development subject to the provisions of the *Environmental Assessment Act*?
 Yes No

c.) 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

15. SITE SERVICING

15.1 Access to the subject lands will be by (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Provincial Highway | <input type="checkbox"/> County Road |
| <input type="checkbox"/> Assumed Municipal Street | <input type="checkbox"/> Private Street (Seasonal) |
| <input type="checkbox"/> Right-of-Way | <input type="checkbox"/> Private Street (All Year) |
| <input type="checkbox"/> Other | |

15.2 Water Supply

a.) Water supply will be provided to the subject lands by:

- Municipal water services Individual on-site water services
 Private communal water services A lake or other water body or other:

b.) Is the proposed development within a wellhead or intake protection area?

- Yes No

If Yes, what measures are proposed to protect the drinking water source?

Has a Risk Management Plan (RMP) been submitted or a Notice to Proceed issued?

- Yes No

c.) Does the plan propose development of more than five lots or units on privately owned and operated individual or communal wells?

- Yes No

If yes, a servicing options report and a hydrogeological report are required (O. Reg. 544/06 – schedule 1 – 18)

15.3 Sewage Services

a.) Sanitary/Sewage disposal will be provided to the subject lands by:

- Municipal sewer services Private communal sewage services
 Individual on-site sewage services
 Other:

b.) Does the plan propose development of five or more lots or units on privately owned and operated individual or communal septic system?

- Yes No

If Yes, a servicing options report and a hydrogeological report are required (O. Reg. 544/06 – schedule 1 – 1820)

c.) Does the plan permit development of fewer than five lots or units on privately owned and operated individual or communal septic systems?

Yes No

If more than 4500 liters of effluent will be produced per day as a result of the development being completed, a servicing options report and hydrogeological report are required (O. Reg. 544/06 – schedule 1 – 21)

If 4500 liters of effluent or less will be produced per day as a result of the development being completed a hydrogeological report is required (O. Reg. 544/06 – schedule 1 – 22)

15.4 Storm Drainage

a.) Storm drainage will be provided by:

- Connection to municipal storm sewer
- Outlet to municipal drain/watercourse Provide Name:
- Low Impact Development (LID) design
- Swales, ditches
- Other – Please specify:

b.) Has a preliminary stormwater management plan been completed that includes the identification of the best LID opportunities within the Plan? Please note LID opportunities shall be in accordance with recommendations from the geotechnical and hydrogeological investigations.

Yes No

If Yes, Name of Study:

Completed By:

Date of Study:

c.) The subject lands are within the _____ watershed and the _____ sub-watershed.

How does the storm water management plan address the specific needs of the watershed/sub-watershed?

Please note that If the lands are within the Lake Simcoe watershed, refer to designated policies 4.8-DP, 4.9-DP and 6.4-DP of the Lake Simcoe Protection Plan, as amended, for storm water management plan requirements.

15.5 Utilities

Check what utilities will be provided:

- Electricity** **Provider:** _____
- Natural Gas** **Provider:** _____
- Telephone** **Provider:** _____

15.6 Waste & Recycling Collection

Collection of residential household waste & recycling materials is anticipated to be provided by:

- County of Simcoe** **Private Contractor**

16. PROVINCIAL PLANS & POLICY

16.1 Is the plan consistent with policy statements issued under subsection 3.1 of the Planning Act?

- Yes** **No**

16.2 Is the subject land designated under any Provincial Plan or Plans?

Greenbelt Plan	Yes	No
Lake Simcoe Protection Plan	Yes	No

16.3 If the answer to section 16.2 is yes, an explanation of how the plan conforms or does not conflict with the provincial plan or plans.

16.4 Briefly explain how this proposal is consistent with the Provincial Policy Statement issued under the Planning Act.

16.5 If the application is for approval of a condominium description:

(a) whether a site plan for the proposed condominium has been approved and whether a site plan agreement has been entered into;

(b) whether a building permit for the proposed condominium has been issued;

(c) whether the proposed condominium is under construction or has been completed;

(d) if construction has been completed, the date of completion; and

(e) whether the proposed condominium is a conversion of a building containing residential rental units, and in that case the number of units to be converted.

16.6 A proposed strategy for consulting with the public with respect to the application.

16.7

The following features are matters of provincial interest and/or relate to the Provincial Policy Statement (PPS). Pursuant to the Planning Act, RSO 1990, Planning Authorities decisions shall be consistent with the PPS. Please indicate if they are on the subject property or abutting property and explain how they have been incorporated and/or addressed in the development plan in attached technical/background reports. Please indicate the page number or section in the reports where each issue is addressed.

FEATURES OR DEVELOPMENT CIRCUMSTANCES	Feature on site	Feature is within 500m of site (specify distance in metres)	N/A	<u>POTENTIAL INFORMATION NEEDS</u>
Non-farm development near designated urban areas or rural settlement areas	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Demonstrate sufficient need within 20 year projections and that proposed development will not hinder efficient expansion of urban areas or rural settlement areas.
Class 1 Industry ¹	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Assess development for residential and other sensitive uses within 70 meters.
Class 2 Industry ²	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Assess development for residential and other sensitive uses within 300 metres.
Class 3 Industry ³	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Assess development for residential and other sensitive uses within 1000 meters.
Waste Disposal Site	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Address possible leachate, odor, vermin and other impacts. D4 Study May Be Required
Sewage Treatment Plant	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Assess the need for a feasibility study for residential and other sensitive land uses. Compatibility Study May Be Required
Waste Stabilization Pond	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Assess the need for a feasibility study for residential and other sensitive land uses.
Active Railway Line	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Evaluate impacts within 300 meters. Noise and Vibration Report May Be Required

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.

FEATURES OR DEVELOPMENT CIRCUMSTANCES	Feature on site	Feature is within 500m of site (specify distance in metres)	N/A	<u>POTENTIAL INFORMATION NEEDS</u>
Controlled access highways or freeways, including designated future ones	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Evaluate impacts within 100 meters. Noise and Vibration Report May Be Required
Electric transformer station	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Determine possible impacts within 200 meters.
High voltage transmission line	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Consult the appropriate hydroelectric power service.
Transportation and infrastructure corridors	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Will the corridor be protected? Noise study prepared?
Prime agricultural land	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Demonstrate need for use other than agricultural and indicate how impacts are to be mitigated.
Agricultural operations	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Development to comply with the Minimum Distance Separation Formulae .
Mineral aggregate resource areas	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Will development hinder access to the resource or the establishment of new resource operations?
Mineral aggregate operations	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Will development hinder continuation of extraction? Noise and Dust Study May Be Required
Existing pits and quarries	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Will development hinder continued operation or expansion? Noise and Dust Study May Be Required
Significant wetlands or potentially significant wetlands	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Provide Environmental Impact Study.
Significant ravine, valley, river, stream corridor and significant portions of endangered habitat and threatened species	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Provide Environmental Impact Study, including Species At Risk Assessment.
Significant fish or wildlife habitat, woodlands, valley lands, areas of natural and scientific interest	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Provide Environmental Impact Study.
Sensitive groundwater recharge areas, headwaters and aquifers	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Demonstrate the groundwater recharge areas, headwaters and aquifers will be protected.

FEATURES OR DEVELOPMENT CIRCUMSTANCES	Feature on site	Feature is within 500m of site (specify distance in metres)	N/A	<u>POTENTIAL INFORMATION NEEDS</u>
Significant built heritage resources and cultural heritage landscapes	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Development should conserve significant built heritage resources and cultural heritage landscapes.
Significant archaeological resources or areas of archaeological potential	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	If the plan would permit development on land that contains known archaeological resources or areas of archaeological potential: a) an archaeological assessment prepared by a person who holds a license that is effective with respect to the subject land, issued under Part VI of the Ontario Heritage Act, b) and a Conservation Plan for any archaeological resources identified in the assessment, will be required.
Erosion hazards	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Determine the extent of the erosion hazard limit based on the 100 year erosion rate, an allowance for slope stability, and an erosion/erosion access allowance.
Floodplains	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Determine limit of development or where a Special Policy Area (SPA) is in effect. Development must meet the Official Plan policies. Provide Floodplain Study
Hazardous sites ⁴	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Demonstrate the hazards can be addressed. Provide Hazard Lands/Slope Stability Assessment
Rehabilitated mine site	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Application for approval from Ministry of Northern Development and Mines should be made concurrently.
Contaminated sites	<input type="checkbox"/>	_____ meters	<input type="checkbox"/>	Assess an inventory of previous uses in areas of possible soil contamination. Further Reports/Studies may be required.

⁴ Hazardous sites – property or lands that could be unsafe for development or alteration due to naturally occurring hazards. These hazards may include unstable soils (sensitive marine clays, organic soils) or unstable bedrock (Karst topography)

18. OWNER'S AUTHORIZATION**

I/we _____ being the registered owner(s) of the subject lands, hereby authorize _____ to prepare and submit a draft plan of subdivision for approval. Furthermore, for the purposes of the Freedom of Information Act, I authorize and consent to the use by disclosure to any person or public body of any information collected under the *Planning Act* for the purposes of processing this Application.

Signature of Owner

Date

*** Note: If an agent is employed, all registered owners must complete the following or provide similar authorization on the face of the draft plan.**

****Note: If any of the Owners are an incorporated company, the company seal must be applied. If the company does not have a seal, a statement of authority to bind is required.**

19. DECLARATION

I/we, _____ of the _____ in the _____
(Name of Applicant) (City or Town)

_____ do solemnly declare that all the statements contained in this application and _____
(County or Region)

all attachments are true, and I make this solemn declaration conscientiously believing it to be true and knowing it has the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

Declared before me at _____

in the Municipality of _____

this ____ day of _____, 20_____.

Owner(s) or Authorized
Solicitor or Authorized Agent

A Commissioner for taking oaths

PERMISSION TO ENTER

Date: _____

Planning Services
Town of Innisfil
2101 Innisfil Beach Road
Innisfil, Ontario
L9S 1A1

Dear Sir/Madam:

Re: Submission of Planning Application

Location of Land: _____

I hereby authorize the members of the staff of the County of Simcoe and Town of Innisfil and public agencies to enter onto the above-noted property for the limited purposes of evaluating the merits of this application.

Please Print Name

Signature of Owner or Authorized Agent

Address

Telephone

Application Submission Check List:

To ensure that you have submitted a complete application, please ensure that the following have been included. Digital submission document instructions are continued on the next page.

<input type="checkbox"/>	Signed original digital copy of the completed application form
<input type="checkbox"/>	Draft plan to Town of Innisfil specifications (in both CAD and PDF formats)
<input type="checkbox"/>	Town of Innisfil Application Fee
<input type="checkbox"/>	Draft Plan including all Section 51(17) Planning Act requirements
<input type="checkbox"/>	Registered Deed of Title
<input type="checkbox"/>	Pre-consultation letters from the County, Municipality, and other Agencies
<input type="checkbox"/>	Planning Report (<i>Required</i>) <ul style="list-style-type: none">• confirmation of consistency with the PPS and conformity with Provincial Plans as required by Regulations, and County and Town Official Plan
<input type="checkbox"/>	Functional Servicing Report (<i>Required</i>) <ul style="list-style-type: none">• if circumstances warrant, servicing information as required by the Planning Act
<input type="checkbox"/>	Servicing Options Report (<i>Determined through Pre-Consultation</i>)
<input type="checkbox"/>	Hydrogeological Study (<i>Determined through Pre-Consultation</i>)
<input type="checkbox"/>	Preliminary Storm Water Management Report (<i>Required</i>)
<input type="checkbox"/>	Traffic Impact Study (<i>Determined through Pre-Consultation</i>)
<input type="checkbox"/>	Environmental Impact Statement (<i>Determined through Pre-Consultation</i>)
<input type="checkbox"/>	Waste Disposal Impact Assessment (D4 Study) (<i>Determined through Pre-Consultation</i>)
<input type="checkbox"/>	Archaeological Assessment (<i>Determined through Pre-Consultation</i>)
<input type="checkbox"/>	Archaeological Conservation Plan (<i>Determined through Assessment</i>)
<input type="checkbox"/>	Other reports (<i>Determined through Pre-Consultation</i>)

Note: The Town of Innisfil reserves the right to request additional copies as required.

Submitting Digital Files How-to-Guide

Submitting digital files is made easy by uploading all required documents using the Town's One Drive. As an important part of the Town's application process, your files need to be easily accessible to our Planners, Development Coordinators and External Agencies for review. Failure to upload your files using the naming convention as specified below, may delay your application process. Please review the instructions below before uploading any files or documents to the One Drive.

Submitting Digital Files in 4 easy steps

Naming your uploads using the following naming convention:

[Date] [Site Plan Number] [Address] [Description of Document]

Definitions:

Date

- The date of the drawing/report/Survey etc. in Year/Month/Day Format
 - Example: 2020.03.24

Site Plan Number

- If not known, the Site Plan number will appear in the link sent by the Development Coordinator.
 - Ex. SP-2020-123

Address

- The Address of the property for the application
 - Ex. 2101 Innisfil Beach Road

Description

- The description should identify which type of Document you are uploading
 - Ex. Insurance Documents or Topographical Plan

Examples:

2020.01.01 SP-2020-XXX 2101 Innisfil Beach Road Survey
2020.02.23 SP-2020-XXX 2101 Innisfil Beach Road Landscaping Plan
2020.03.13 SP-2020-XXX 2101 Innisfil Beach Road Hydrogeological Study
2020.02.02 SP-2020-XXX 2101 Innisfil Beach Road Architectural Drawings
2020.05.17 SP-2020-XXX 2101 Innisfil Beach Road Legal Correspondence
2020.05.31 SP-2020-XXX 2101 Innisfil Beach Road Grading Plan & Sedimentation Plan
2020.01.11 SP-2020-XXX 2101 Innisfil Beach Road Elevation Drawings