

# APPLICATION FOR PRE-CONSULTATION

(refer to Section 9.11, City of Brantford Official Plan)

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

Electronic copies of all information in a PDF format must be submitted with hard copies.

Refer to Part IV of this application form for additional submission requirements.

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

Yes  No

Name of Planner: \_\_\_\_\_ Date: \_\_\_\_\_

## OFFICE USE ONLY

File No.: \_\_\_\_\_

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

Roll No.: \_\_\_\_\_

Related Files: \_\_\_\_\_

Date Deemed

Complete: \_\_\_\_\_

## PART I – CONTACT INFORMATION

### 1. Name of Applicant<sup>1</sup>

Address \_\_\_\_\_

City, Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail \_\_\_\_\_

<sup>1</sup> If the applicant is a numbered company, also provide the name of a principal of the company.

### 2. Name of Agent

Address \_\_\_\_\_

City, Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail \_\_\_\_\_

### 3. Name of Property Owner<sup>2</sup>

Address \_\_\_\_\_

City, Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail \_\_\_\_\_

When was the property acquired by the owner? \_\_\_\_\_

<sup>2</sup> It is the responsibility of the owner or applicant to notify the Planning Department of any changes in ownership within 30 days of such a change.

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.

### Collection of Personal Information:

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. Is there a related planning application or agreement applicable to the property?**       Yes     No     Unknown

**3. If yes, File number:** \_\_\_\_\_ **Status:** \_\_\_\_\_

**4. Encumbrances**

Are there any easements or restrictive covenants affecting the subject land?    Yes    No

If yes, provide names of the 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 uses(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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a gas station been located on the subject land or adjacent lands 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 lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have the lands or adjacent lands ever been used as a weapons firing range?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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)	<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"/>

**7. Heritage Features**

Are the subject lands within or adjacent to an area considered a Heritage Landscape?       Yes    No

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

**8. Servicing, Drainage and Access**

Indicate what services are available:

**Water Supply**

- Municipal water
- Communal wells
- Individual wells
- Other (describe below)

**Sewage Treatment**

- Municipal sewers
- Communal system
- Septic tank and tile bed
- Other (describe below)

**Storm Drainage**

- Storm sewers
- Open ditches
- Other (describe below)

If other, describe:

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Indicate what services are proposed:

**Water Supply**

- Municipal water
- Communal wells
- Individual wells
- Other (describe below)

**Sewage Treatment**

- Municipal sewers
- Communal system
- Septic tank and tile bed
- Other (describe below)

**Storm Drainage**

- Storm sewers
- Open ditches
- Other (describe below)

If other, describe:

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**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 Grand River Conservation Authority?**

- Yes
- No

**Existing or proposed access to subject lands:**

- Unopened Road
- Provincial Highway
- Municipal Road
- Other (describe below)

If other, describe:

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Name of road/street:

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## PART III DETAILS OF THE PROPOSAL

### 1. Planning application(s) proposed:

- |  |                               |       |                       |       |
|--|-------------------------------|-------|-----------------------|-------|
| <input type="checkbox"/> Official Plan Amendment | Current land use designation: | _____ | Proposed designation: | _____ |
| <input type="checkbox"/> Zoning Amendment        | Current zoning:               | _____ | Proposed zoning:      | _____ |
| <input type="checkbox"/> Plan of Subdivision     | Number of lots:               | _____ |                       |       |
| <input type="checkbox"/> Plan of Condominium     | Type:                         | _____ | Number of units:      | _____ |
| <input type="checkbox"/> Site Plan Control       |                               |       |                       |       |
| <input type="checkbox"/> Part Lot Control        |                               |       |                       |       |

2. 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/stories, floor area(s), number of parking/loading spaces, lot coverage, landscape area, etc). Indicate type of business proposed. Provide additional details in required covering letter with submission.
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### 3. Does your proposal involve:

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

\* Refer to the Demolition Control Bylaw 156-2019

## PART IV – SUBMISSION REQUIREMENTS

All information must also be submitted electronically in a pdf format via USB or through an appropriate and secure web-based file share program.

### 1. Check each requirement of the following list:

1.  A covering letter describing the proposed development/application submission in detail.
2.  Provide one (1) full-sized (not smaller than 22"x34") hard copies of a site plan showing:
  - lot lines,
  - dimensions and area of the lot,
  - names of abutting streets,
  - road access point, driveways, parking and loading areas, number of parking spaces
  - landscaped areas and open space, pedestrian walkways,
  - Footprints of buildings and structures
  - Height of buildings,
  - floor area
  - all setbacks to property lines of existing and proposed buildings
  - building elevations (optional), and any other relevant information.
3.  Each drawing must be individually folded to a size not greater than 8.5" x 14".
4.  All drawings must be in metric and to scale, and must show north arrow and scale.
5.  All full-sized drawings must be printed at the scales on the drawings.
6.  Details of the drawing must be legible.
7.  All information submitted for Pre-consultation must also be provided in electronic form (e.g. PDF format) on a digital media or via email to the City Staff in charge of the pre-consultation.

### 2. Pre-consultation Fee

The fee for Pre-consultation is set by the Development Application Fee Schedule available on the City of Brantford's Planning Fees webpage.

Fee Submitted: \_\_\_\_\_

## **PART V – ACKNOWLEDGEMENT**

I/we hereby submit an application for Site Plan Control pre-consultation pursuant to City of Brantford Official Plan 18.24.2.

### **Authorization**

If the applicant is not the owner of the land that is the subject of this development proposal, 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 development proposal 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