



## Application for: Deeming By-law

Municipality: \_\_\_\_\_

**Municipal Office Use Only**

File #: \_\_\_\_\_

Date Received: \_\_\_\_\_

Date Sent to Planner: \_\_\_\_\_

Application Fee: \_\_\_\_\_

Introduction:

The submission of an application to a municipality for a deeming by-law is provided for in Section 50(4) of the Planning Act. This form must be completed and submitted with the required fee prior to consideration by the municipal Council. The purpose of these guidelines is to assist persons in completing the application for a deeming by-law. Should you require clarification on any matter covered by this application form, please contact the local area's municipal office. A list of contact information can be found in Appendix A to this application form.

Application Fees:

Each application must be accompanied by the applicable fee as established by the local Council. Please contact the appropriate municipal office to determine the applicable fee.

Authorization:

If the applicant is not the owner of the subject property, a written statement by the owner or the purchaser, as the case may be, must accompany the application, which authorizes the applicant to act on behalf of the owner or purchaser as it relates to the application.

Supporting Information:

Additional information may be required by the municipality, local agencies, or provincial agencies in order to evaluate the proposed deeming by-law. This information is often a requirement of the local Official Plan, Provincial policies and/or applicable regulations. The required information may include studies or reports to deal with such matters as environmental impacts, traffic, water supply, sewage disposal, and stormwater management.

In addition, the applicant may be required to submit a detailed site plan, under site plan control, prepared by a qualified professional, showing the proposed development including all new buildings and structures, parking areas, landscaping, and other site information as required by the municipality.

Application Processing:

Upon receipt of an application, the required fee and other information as may be required, the municipality will determine whether there is sufficient merit in processing the application further (ie. the circulation of notice and holding of at least one public meeting as required by the Planning Act). Notice of any decision of Council concerning the application will be provided to the applicant.

Municipality:

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Submission of an application does not guarantee approval. Application fees are non-refundable and will not be returned should the application not be approved.

Submission:

This application, including the completed form, required fee, and any required supporting information, must be submitted to the local municipal office. Submission to any other municipal office or directly to the TMSA will result in the application not being considered.

One hardcopy of the completed application form and all required supporting information must be submitted to the local municipal office. Electronic copies of all supporting information are also required and can be sent either by email or submitted on a USB key with the hardcopies of the application package.

Further Information:

For additional information, please contact the appropriate municipal office.

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Municipality: \_\_\_\_\_

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## Applicant Information

Registered Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**If there is more than one registered owner, please provide information for additional owner(s) (attach separate sheet if necessary):**

Registered Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**If the applicant is not the registered owner of the property, complete the following information:**

Authorized Agent: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## Property Information

1. Location of the subject land

a. Municipal Address: \_\_\_\_\_

b. Legal Description: (concession and lot numbers, reference plan and lot/part numbers):

2. Date the subject land was acquired by the current owner: \_\_\_\_\_

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

Yes

No

If yes, describe the easement or covenant and it's effect:

4. Explain why the deeming by-law is required (ie. building purposes, tax consolidation, etc):

Municipality: \_\_\_\_\_

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## Authorizations and Acknowledgements

### a. Applicant/Agent Authorization

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

I/We, \_\_\_\_\_ am/are the registered owner(s) of the subject  
name of registered owner(s)  
land and I/we hereby authorize \_\_\_\_\_ to make this  
name of authorized agent(s)/ company  
application on my/our behalf and to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

Date: \_\_\_\_\_ Owner's Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Owner's Signature: \_\_\_\_\_

### b. Acknowledgement of Registration on Title

I/We acknowledge that the deeming by-law has no effect until it has been registered on title to the subject lands. I/We also acknowledge that in order to ensure registration of the by-law, the municipality will undertake registration and that the costs associated with the registration of the by-law will be my/our responsibility as billed by the municipality. I/We agree to execute any documents required in the registration of the agreement in a timely manner.

Applicant Initials: \_\_\_\_\_ Applicant Initials: \_\_\_\_\_

### c. Acknowledgement of Site Visits

I/We acknowledge that municipal staff, municipal representatives, and/or council members, as necessary, may visit the subject property to view the site and gather information necessary in the assessment of the application. Photographs may be taken and included in public records of the application.

Applicant Initials: \_\_\_\_\_ Applicant Initials: \_\_\_\_\_

### d. Acknowledgement of the Use and Disclosure of Personal Information

In accordance with the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, I/we acknowledge and understand that any information collected on this form and any supplemental information submitted as part of this application can be disclosed to any person or public body.

Applicant Initials: \_\_\_\_\_ Applicant Initials: \_\_\_\_\_

Municipality:

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## Declaration of Applicant

- If the application is being submitted by the property owner and there is more than one registered owner, each owner must complete a separate declaration.
- If the application is being submitted by the property owner and the owner is a firm or corporation the person signing this declaration shall state that they have the authority to bind the corporation or affix the corporate seal.
- This declaration must be completed in front of a Commissioner for Taking Affidavits.

I, \_\_\_\_\_ of the \_\_\_\_\_  
name of applicant (print) name of city, municipality, township of usual residence

in the \_\_\_\_\_  
name of district, county, regional municipality, or Province where usual residence is located

make oath and say (or solemnly declare) that the information contained in this application is true and correct and that the information contained in the documents that accompany this application is true and correct and I make this oath (or solemn declaration) conscientiously knowing that is of the same force and effect as if it were made under oath by virtue of the Canada Evidence Act.

Sworn (or declared) before me (to be completed by Commissioner):

At the \_\_\_\_\_  
name of location of signing (municipality, town, township, city)

In the \_\_\_\_\_  
name of district, county, regional municipality, or Province of signing

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Signature of Commissioner for Taking Affidavits*