



# COUNTY OF HALIBURTON

## APPLICATION FOR CONDOMINIUM EXEMPTION

This application is for condominium exemption from Sections 51 and 51.1 of the Planning Act R.S.O. 1996 c. 13, as provided for by Section 9(6) of the Condominium Act R.S.O. 1998 c. 19.

OFFICE USE ONLY			
Date Application Received: _____	File Number: _____		
Date Application Deemed Complete: _____	Application Fee: _____	Receipt: _____	

### 1. APPLICATION INFORMATION

1.1 **Name of Owner(s).** An owner's authorization is required in Section 9.

Name of Owner(s)	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.

1.2 **Agent/Applicant** – Name of the person who is to be contacted about the application, if different than the owner. (This may be a person or firm acting on behalf of the owner.)

Name of Contact Person	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.

1.3 **Planner**

Name of Planner	Business Telephone No.
Address	Postal Code
	Fax No.

1.4 **Ontario Land Surveyor**

Name of Surveyor	Business Telephone No.
Address	Postal Code
	Fax No.

1.5 **Solicitor**

Name of Solicitor	Business Telephone No.
Address	Postal Code
	Fax No.

1.6 **Engineer**

Name of Engineer	Business Telephone No.
Address	Postal Code
	Fax No.

### 2. LOCATION OF THE SUBJECT LAND (Complete applicable boxes in Section 2.1)

2.1 Local Municipality	Geographic Village/Town/Township	Concession No.	Lot(s)
		Registered Plan No.	Lot(s) Block(s)
Name of Street/Road	Street No.	Reference Plan No.	Part(s)

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

No     Yes    If yes, describe the easement or covenant and its effect and supply a copy of such documents.

\_\_\_\_\_

\_\_\_\_\_

2.3 Provide directions to the property from the nearest main road or highway.

\_\_\_\_\_

\_\_\_\_\_

**3. PROPOSED LAND USE**

3.1 What type of Condominium is being proposed?

Standard (Not Phased) – The traditional condominium type

Standard (Phased) – A single standard condominium built in phases

Common Elements – Where common elements are defined but the land is not divided into units. Provide a summary of the property ownerships and a plan showing the affected freehold properties (parcels of tied land) outside the specific condominium site. Also provide a plan and a description of the common elements.

Other (i.e. Leasehold, Amalgamation)

If phased, please provide details on proposed phasing:

3.2 Please indicate the following:

Exclusive Use Elements (as illustrated on Plan)		Number of Units
Residential	Single Detached	
	Semi-Detached	
	Multiple Attached	
	Apartment(s) - less than 2 bedrooms - 2 bedrooms or more	
Commercial		
Industrial		
Institutional		
Common Use Elements		
Hazard Lands and/or Stormwater Management	Area (m <sup>2</sup> /ha.)	
Parkland/Open Space/Walkways (private or dedicated)	Area (m <sup>2</sup> /ha.)	
Internal Roadways	Average width (m <sup>2</sup> /ha.)	
Parking - Standard Visitors - Handicapped Visitors	Number of spaces	
Other Buildings or Structures Specify _____		

**4. ADDITIONAL INFORMATION**

4.1 How is the subject land currently designated in any applicable official plan?

\_\_\_\_\_

4.2 What is the current zoning on the subject land? \_\_\_\_\_

4.3 Please indicate the following:

	Required/Permitted	Proposed
Minimum Lot Area		
Minimum Lot Frontage		
Minimum Lot Frontage – Corner Lot		
Minimum Front Yard		
Minimum Rear Yard		
Minimum Side Yard		
Minimum Exterior Side Yard		
Minimum Ground Floor Area		
Maximum Building Height – Main Building		
Maximum Building Height – Accessory Building		
Maximum Lot Coverage		
Minimum Landscaped Open Space/Planting Area		
Outside Storage		
Loading Area		
Parking – Standard & Handicapped		

4.4 Has a site plan for the proposed condominium been approved Yes  No

4.5 Has a site plan agreement been entered into? Yes  No

4.6 Has a building permit for the proposed condominium been issued? Yes  No

4.7 Has construction of the development started? Yes  No

4.8 If construction is completed, indicate the date of completion.

4.9 Is this a conversion of a building containing rental residential units?

If Yes, indicate the number of units to be converted, \_\_\_\_\_ units. (If the building to be converted includes one or more rental residential units, this application must be submitted to the local municipality, not the County, as required by the **Rental Housing Protection Act**.)

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**5. STATUS OF OTHER APPLICATIONS UNDER THE PLANNING ACT**

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5.1 Has the subject land ever been the subject of a previous application for approval of a plan of subdivision/condominium or a consent?

No Yes If **Yes** and if **Known**, indicate the application file number and the decision made on the application.

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5.2 Is the subject land also the subject of a proposed official plan or plan amendment that has been submitted for approval?

No Yes If **Yes** and if **Known**, indicate the application file number and the decision made on the application.

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5.3 Is the subject land also the subject of an application for consent, approval of a site plan, minor variance, zoning by-law or zoning by-law amendment?

No Yes Unknown If **Yes** and if **Known**, indicate the application file number and the decision made on the application.

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5.4 Is the subject land covered by a Minister's zoning order, what is the Ontario Regulation Number?

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5.5 Are the water, sewage or road works associated with the proposed development subject to the provisions of the **Environmental Assessment Act**?

Yes [ ] No [ ]

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 [ ]

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**6. OTHER INFORMATION**

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6.1 Please indicate the following servicing (please reference Appendix A for the different servicing options):

	Existing	Proposed
Sewage Disposal System		
Water Supply System		
Stormwater Management		
Road Access		

6.2 Is there a Municipal Letter/Compliance Report/Engineer's Report attached?

[ ] Yes

[ ] No

6.3 Is the Stormwater Management Report attached?

[ ] Yes

[ ] No

If not attached as a separate report, in what report can it be found?

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6.4 Is there any other information that may be useful to the County in reviewing this development proposal (e.g. efforts made to resolve outstanding objections or concerns? If so, explain below or attach a separate page.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**7. REQUIRED INFORMATION**

The following must be submitted with the application:

- 7.1 A copy of all completed development or site plan agreements that have been entered into with any agency, or executed and registered on title of the subject lands.
- 7.2 If the building is an existing rental property, a copy of the Engineer’s report completed to the satisfaction of the Municipal Engineer that indicates the building is appropriate and sound for conversion and sale.
- 7.3 A copy of the written preconsultation comments from the local municipality indicating its position on matters set out in Sections 51(24)and (25) and 51.1 of the *Planning Act* and indicating its position on the granting of the Application for Condominium Exemption.
- 7.4 The required fee and deposit, payable to the County of Haliburton.
- 7.5 A digital copy of the plan to the specifications of the County of Haliburton.
- 7.6 6 completed application forms (2 original and 4 copies). (Ensure that you have a copy for yourself).
- 7.7 6 copies of the draft plan with key maps, folded to 8½ x 14: size.
- 7.8 3 copies of the draft plan reduced to 8½ x 14” size.
- 7.9 1 digitized copy of the proposed draft plan, application and supporting studies in imprint DXF or DWG format
- 7.10 2 copies of each of the information/reports as indicated in the application form.
- 7.11 1 copy of the registered transfer/deed for the subject lands.

**8. 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 \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Applicant/Owner

**9. AUTHORIZATIONS**

9.1 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.

**Authorization of Owner for Agent to Make the Application**

I, \_\_\_\_\_ am the owner of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and I authorize \_\_\_\_\_ to make this application on my behalf.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

9.2 If the applicant is not the owner of the land that is the

**Authorization of Owner for Agent to Provide Personal Information**

I, \_\_\_\_\_ am the owner of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and for the Freedom of Information and Protection of Privacy Act. I authorize \_\_\_\_\_, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

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**10. CONSENT OF THE OWNER**

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10.1 Complete the consent of the owner concerning personal information set out below.

**Consent of the Owner to the Use and Disclosure of Personal Information**

I, \_\_\_\_\_ am the owner of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and acknowledge that certain personal information is collected and distributed to public bodies under the authority of the **Planning Act**.

For the purposes of the **Freedom of Information and Protection of Privacy Act**, I further authorize and consent to the use of my name in any Notices required under the authority of the Planning Act for the purpose of processing this application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

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**11. AGREEMENT TO INDEMNIFY**

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The Owner/Applicant agrees to reimburse and indemnify the Corporation of the County of Haliburton (hereinafter referred to as the "County") for all fees and expenses incurred by the County to process the application for plan of subdivision or condominium, as the case may be, including any fees and expenses attributable to proceedings before the Local Planning Appeal Tribunal or any court or other administrative tribunal if necessary to defend the County's decision to support the application.

Without limiting the foregoing, such fees and expenses shall include the fees and expenses of consultants, planners, engineers, lawyers and such other professional and technical advisors as the County may, in its absolute discretion acting reasonably, consider necessary or advisable to more properly process and support the application.

Attached to this application is a cheque payable to *The Corporation of the County of Haliburton* representing payment of the application fee.

The Owner/Applicant further agrees to provide the municipality, upon request, a deposit against which the County may, from time to time charge against the deposit any fees and expenses incurred by the County in order to process the application. If such fees and expenses exceed the deposit, the Owner/Applicant shall pay the difference forthwith upon being billed by the County with interest at the rate of 1.25% per month (15% per annum) on accounts overdue more than 30 days.

The Owner/Applicant further agrees that, upon request by the County from time to time, the Owner/Applicant shall make such additional deposits as the County considers necessary, and until such requests have been complied with, the County will have no continuing obligation to process the application or attend or be represented at the Local Planning Appeal Tribunal or any court or other administrative proceeding in connection with the application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

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The County will assign a File Number for complete applications and this number should be used in all communications with the County.

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Forward      County of Haliburton  
To:            Administration Building  
                 11 Newcastle Street  
                 P. O. Box 399  
                 Minden, Ontario    K0M 2K0  
                 Attn: Director of Planning

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## Appendix A: Servicing Options

<i>Sewage Disposal</i>	a) Public piped sewage system	Municipality must confirm that the existing/proposed servicing is adequate for the development.
	b) Public or private communal septic	Report indicating compliance with Certificate of Approval must be submitted.
	c) Individual septic systems	Engineer's Report must indicate that all septic systems for the development comply with the requirements of the Ontario Building Code.
	d) Other	To be described by Applicant
<i>Water Supply</i>	a) Public piped water system	Municipality must confirm that the existing servicing is adequate for the development.
	b) Public or private communal well(s)	Report indicating compliance with Certificate of Approval must be submitted.
	c) Individual well(s)	Engineer's Report must indicate all wells are in compliance with the Ontario Drinking Water Objective.
	d) Communal surface water	Report indicating compliance with Certificate of Approval must be submitted.
	e) Other	To be described by Applicant
<i>Stormwater Management</i>	Storm Sewer	A final Stormwater Management Report is required, and shall be submitted concurrently with the submission.
	Ditches or swales	
	Other	
<i>Road Access</i>	Provincial Highway	An access permit is required from the Ontario Ministry of Transportation before development can occur. Application should be made prior to submitting this application. MTO approval may also be required for development within 800 metres of a highway.
	Water Access Only	Information from the owner of the proposed docking facility on the capacity to accommodate the proposed required parking and information on proposed/existing fuel pumps.
	County or local municipal road maintained year round	Detailed road alignment and access is to be submitted concurrently with the application, MTO approval may also be required for development within 800 metres of a Provincial Highway.