

Corporation of the City of St. Thomas

DEEMING BY-LAW APPLICATION

SUBMISSION REQUIREMENTS:

The following must accompany the filing of a Deeming By-law Application:

- This form, completed in full, and including all required signatures (digital signatures accepted)
- A copy of the Registered Plan
- A copy of the Reference Plan
- Written confirmation from any parties registered on the property that they are in favor of the merger as to not prejudice their interests
- Applicable fee (cheque made payable to the City of St. Thomas)
- All documents submitted electronically

CURRENT APPLICATION FEES:

Type	Fee
Application Processing Fee	\$500.00

Corporation of the City of St. Thomas
DEEMING BY-LAW APPLICATION

OFFICE USE: Date Application Received: _____ File Number: _____
Date Application Deemed Complete: _____

OWNER/APPLICANT

1. Property Owner

Name: _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

Email: _____

2. Agent/Applicant

Name: _____

Company: _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

Email: _____

Who is the primary contact?

☐ Registered Owner ☐ Applicant/Agent

*Note: Unless otherwise requested all communications will be sent to the Applicant.

*Please indicate the method of communication you would like to be contacted by.

☐ Phone ☐ Email ☐ Fax ☐ Mail

PROPERTY INFORMATION:

1. Civic Address _____

2. Legal Description _____

3. Registered Plan # _____ 4. Assessment Roll Number or PIN: _____

5. Are there any easements or restrictive covenants affecting the subject property? ☐ Yes ☐ No

If Yes, describe each easement or restrictive covenant and its effect (attached separate page if necessary)

PURPOSE OF APPLICATION:

1. Describe the reason and/or justification for the proposed Deeming By-law:

2. Which lots and/or part lots are requested to be merged?

APPLICANT DECLARATION

By making this application, permission is hereby granted to any Municipal staff members and Municipal Planning Consultant to enter upon the premises described in this application at a reasonable time for the purpose of inspecting the property in relation to the proposed application and for distributing information concerning the same. This information is being collected pursuant to the Planning Act, Municipal Act, and Freedom of Information Act. The information contained herein will be distributed to bodies and agencies prescribed by legislation and regulation and also to interested parties.

If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application (**Appendix A**). If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Application information is collected under the authority of the Planning Act, R.S.O. 1990, c.P.13. In accordance with that Act, it is the policy of the City of St. Thomas to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I _____, the Owner or Authorized Agent, hereby agree and acknowledge that the
(Print name of Owner or Authorized Agent)

information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M. 56, I hereby consent to the City of St. Thomas making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Collection of Personal Information:

Personal information on this form is collected under the authority of Section 41 of the *Planning Act*, R.S.O. 1990 and Sections 8 (1) and 10 of the *Municipal Act*, 2001, as amended, and will be used to contact the owner, applicant and/or agent regarding the Deeming By-law Application. Questions about this collection should be directed to the Director of Planning and Building Services, 545 Talbot Street, St. Thomas, Ontario, N5P 3V7, (519) 633-2560.

AFFIDAVIT OR SWORN DECLARATION

I, _____ of _____ in the province of _____,
name of applicant City

make oath and say (or solemnly declare) that the information required by the City and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

Sworn (or declared) before me at the _____ on this _____ day of _____, 20____.
City Day Month Year

Signature of Owner or Authorized Agent

Date

Signature of Commissioner of Oaths, etc.

Date

APPENDIX A – AUTHORIZATION OF OWNER

If the applicant is not the owner of the subject lands, please complete the owner authorization concerning personal information as set out below.

I, _____, am the owner of the subject lands, and I authorize
_____, to act on our behalf as the agent for the submissions required for all
matters relating to the subject lands, and to provide any of my personal information that will be included in this
application or collected during the planning process.

Date

Signature of Owner



APPENDIX B – ACKNOWLEDGEMENT OF LEGAL AND PLANNING FEES

In addition to the application fees listed in this application package, please note that where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all fees incurred by the City.

***Please note, Appendix B must be completed by the owner, not the authorized agent.**

I, _____, am the **owner** of the subject lands, and I understand that further fees may be incurred by the City throughout the planning process and that I am responsible for reimbursing all fees.

Date

Signature of Owner

