

OFFICE USE ONLY

Application #: \_\_\_\_\_ Ward #: \_\_\_\_\_ File Lead: \_\_\_\_\_

Application Received (dd/mm/yyyy): \_\_\_\_\_ Fee Received: \$

Client Service Centre Staff: \_\_\_\_\_



**PLAN OF CONDOMINIUM**  
APPLICATION FORM

**Notice of Public Record**

All information and materials required in support of your application shall be made available to the public, as indicated by Section 1.0.1 of *The Planning Act*, R.S.O. 1990, C.P.13.

**Municipal Freedom of Information and Protection Act**

Personal information on this form is collected under the Authority of *The Planning Act* and will be used to process this application.

**SECTION 1: BACKGROUND INFORMATION**

**\*Site Address or Location:** \* Mandatory Field  
3119 Carp Road

Have you pre-consulted with City Staff?  Yes  No

If Yes, please indicate the date of the pre-consultation (dd/mm/yy): 13/12/2013

**For any and all previously approved, and concurrent development application(s), please list application numbers:**

Application #'s: *List application numbers here, separated by a comma.*

**Applicant/Agent Information**

Name: Kathleen Willis Consulting Ltd; Attention: Kathleen Willis

Mailing Address: 6393 Roslyn Ave., Ottawa (Orleans) Ontario K1C 2Z9

Telephone: 613 837 6325 Email Address: k.willis@rogers.com

**Registered Property Owner Information:**  Same as above

Name: Greg LeBlanc and Sallie Storey

Mailing Address: 1963 Old Carp Road, Carp, Ontario, K1A 1L0

Telephone: 613 470 0108 Email Address: greg.leblanc@sympatico.ca

## SITE DETAILS

Legal Description:

What is the land currently used for?

Lot frontage:  m Lot depth:  m Lot area:  m<sup>2</sup>

OR Lot area: (irregular lot)  m<sup>2</sup>

Does the site have Full Municipal Services:  Yes  No

## PROPOSAL DETAILS

Type of development proposed (land use(s), building(s), proposed tenure, rental conversion, etc.):

Type of Condominium:

Standard  Phased  Leasehold  Common Elements  Vacant Land  Conversion

**Development Information**

Proposed Land Uses	Number of Units	Number of Lots or Blocks Shown on the Plan	Number of Parking Spaces	Total Area of Land Occupied by Use (in Hectares)
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**Residential Dwellings (Refer to [Zoning-By-Law](#) for dwelling-type definitions)**

Detached	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Semi-detached	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Multiple Attached	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stacked	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Apartment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Totals:</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Non-Residential**

Institutional	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Commercial	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Industrial	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Park and Open Space	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Roads	n/a	2	n/a	1.7
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Totals:</b>	<input type="text"/>	2	<input type="text"/>	1.7

**Total Number of Proposed:**

Bachelors:	<input type="text"/>	One Bedrooms:	<input type="text"/>
Two Bedrooms:	<input type="text"/>	Three or more Bedrooms:	<input type="text"/>

**Other Information**

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

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

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

Is the proposed condominium:

Under Construction  Fully Constructed

If the proposed condominium is a conversion of a building containing residential rental units, what is the number of units to be converted? # of units:

If the proposed condominium is a conversion, explain how the proposal addresses the policies contained in [Section 4.5 of the Official Plan](#).

Briefly describe how the proposal addresses the Official Plan policies:

*See accompanying Planning Rationale Report*

**COMMUNITY NOTIFICATION**

Is this application subject to [public consultation](#)?  Yes  No

If Yes:

Have you contacted the Ward Councilor to explain this proposal?  Yes  No

Have you contacted the Registered Community Organization's representative(s) to explain this proposal?  Yes  No

If Yes, indicate the name of the Registered Community Organization(s):

*Carp Road Corridor BIA*

**SECTION 2: APPLICATION TYPE AND FEES**

Please don't hesitate to visit the [Plan of Condominium](#) website for more information.

Fees must be paid in full at the time of application submission.

Please select and fill in only one of the four options for fee payment below.

**New Vacant Land or Common Elements Condominium**

- 1. Public Consultation without concurrent Site Plan \$30,846.82
- 2. Public Consultation with concurrent Site Plan \$14,217.82

**PLUS Initial Engineering Design Review and Inspection Fee (Only if 1 above is selected)**

- Value of Infrastructure and Landscaping <= \$300,000 \$5,000.00
- Value of Infrastructure and Landscaping > \$300,000 \$10,000.00

**New Standard, Phased, or Leasehold Condominium**

No Public Consultation \$13,460.72  
(Initial Engineering Design Review and Inspection fee not applicable)

**OR**

**Revision of an Existing Application**

Revisions Requiring Re-Circulation \$2,939.11  
(Initial Engineering Design Review and Inspection fee not applicable)

**OR**

**Extension of an Existing Application**

Extensions to Draft Plan Approval \$2,939.11  
(Initial Engineering Design Review and Inspection fee not applicable)

**Are multiple Applications being submitted?**

Each planning fee will be reduced by 10% if two or more planning applications are submitted at the same time and for the same lands. Committee of Adjustment, Conservation Authority, and Engineering Design Review and Inspection fees are not subject to this reduction. If "Yes" is checked, the fee will be adjusted accordingly.

Yes  No

Fees Total: \$12,796.04

**SECTION 4: DECLARATIONS**

**Authorization by the Owner allowing the Applicant to submit the Application**

The Registered Property Owner must complete this section to authorize an Applicant to act on his or her behalf, and declare that the information provided within this application is accurate and true.

If the application is to be signed by an Applicant on behalf of the Owner, the following authorization must be completed or the owner must submit a letter of authorization. Declarations included within this section must contain original signatures and seals.

I, Greg LeBlanc am the owner of the land that is subject of this application and I authorize  
Kathleen Willis Consulting Ltd to make this application on my behalf.  
Date (dd/mm/yy): \_\_\_\_\_  
Signature of Applicant or Owner

**Consent - Development Application Client Satisfaction Survey - Optional**

I, Name of the Applicant or Owner consent to the City of Ottawa conducting a Client Satisfaction Survey by  
 mailing to me a paper questionnaire at the following address:

Address to send paper copy of the survey

e-mailing me an electronic questionnaire at E-mail address to send electronic copy of the survey

The purpose of this voluntary survey is to measure my level of satisfaction with the development application process and assist the City of Ottawa to improve services. The survey is anonymous. My name will not appear on the questionnaire nor will my responses be linked to my identity. The survey will take approximately 15-20 minutes to complete and be mailed to me after the development application process is complete

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Affidavit or Sworn Declaration that the Information is Accurate**

The person carrying out the application (Registered Property Owner or Applicant) must complete the sworn declarations in this section:

I, Kathleen Willis, of the City of Ottawa solemnly declare that all of the above

statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

**SWORN (or Declared) BEFORE ME**

At Office where declaration was sworn,  
This Day day of Month, Year.

Commissioner of Oaths \_\_\_\_\_ Signature of Applicant/Owner \_\_\_\_\_

## SECTION 5: ENVIRONMENTAL SITE ASSESSMENT

### Part 1: Statement of Site Owner Concerning Environmental Site Assessment (ESA)

The Owner/Applicant must complete Section A, regardless of whether a Phase 1 Environmental Site Assessment has been completed for the site.

Where an ESA is required (determined through pre-application consultation), the Owner or Applicant and the Consultant responsible for preparing the study, must complete both Sections A and B below.

#### Section A:

- I acknowledge that the City of Ottawa is not responsible for the identification and/or remediation of contaminated sites. I also agree, whether in (or as a result of) any action or proceeding for environmental clean-up of any damage or otherwise related to the site or any other lands impacted by the site, that I will not make any claim whatsoever against the City of Ottawa, its respective directors, officers, employees, or agents, or any of the foregoing, for or in respect of any loss, damage, injury or costs.

#### Section B:

This is to certify that as the Owner/Applicant of the site, I have hired Pinchin Environmental Ltd.

as the principal consultant to undertake a Phase 1 Environmental Assessment. I have undertaken reasonable inquiry into the previous ownership and uses of the property and to the best of my knowledge I have provided to the principal consultant, information relevant to the principal consultant's investigation of the environmental condition of the site. I agree to provide copies of the said Phase 1 Environmental Site Assessment on request.

Name: Greg LeBlanc

Address: 1963 Old Carp Road

\_\_\_\_\_  
Signature of Applicant or Owner

\_\_\_\_\_  
Date (dd/mm/yyyy):

**SECTION 6: UNDERTAKING FOR ONTARIO MUNICIPAL BOARD APPEAL**

TO: CITY OF OTTAWA

FROM: Name: Greg LeBlanc

Address: 1963 Old Carp Road, Carp, Ontario, K1A 1L0

SUBJECT: APPLICATION FOR PLAN OF CONDOMINIUM

Address of Site: 3119 Carp Road

Where the City of Ottawa substantially supports the application for a Plan of Condominium,

Name of Applicant: Greg LeBlanc

Hereby undertakes to pay, in accordance with section 18 of By-Law No. 2001-389 of the City of Ottawa, upon receipt of invoice from the City, any and all legal costs, including all disbursements of the City, to an upset limit of \$10,000 in respect of preparation for and attendance at an Ontario Municipal Board hearing, until the matter is finally resolved by the said Board.

It is hereby acknowledged that "hearing" shall include all attendances before the Board in respect of the said application whether in person, telephone conference call or other means as directed by the Board.

Dated at Ottawa this 3 day of September, 2014.

Please complete 1 **or** 2.

For Applicants and Individuals

1

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

\_\_\_\_\_  
(Please print Name)

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
(Please print Name)

For Corporations and Companies

2

\_\_\_\_\_  
Corporate name (if applicable)

\_\_\_\_\_  
(Authorized Signature) I have the authority to bind the Corporation

\_\_\_\_\_  
(Please print Name and Title)