



## APPLICATION FOR PARKLAND DEDICATION BY-LAW

### COMPLETENESS OF THE APPLICATION:

*This application form sets out the information that must be provided by the applicant. It also sets out other information that will assist the City and others in their evaluation of the proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application. If the requested information, including the plans and fee, is not provided, the City will return the application or refuse to further consider the application until the information, plans and fee have been provided.*

One application form is required for each parcel of land affected, along with the applicable fee as indicated by the City's Tariff of Fees By-law shown below.

### IT IS MANDATORY ALL INFORMATION & MATERIAL REQUESTED BE SUBMITTED AS STATED UNDER THE PLANNING ACT AS AMENDED

Please be advised that Council's decision is final. There is no appeal mechanism to refute Council's decision. There is no refund of fees for amendments or appeals which are not successful.

### APPLICANT'S CHECKLIST

- |  |                              |
|--|------------------------------|
| 1 copy of the completed application form   | Yes <input type="checkbox"/> |
| 1 copy of a covering letter explaining the rationale for the application   | Yes <input type="checkbox"/> |
| 1 copy of independent appraisal (if applicable)  | Yes <input type="checkbox"/> |
| 1 copy of proof of previous parkland contribution (if applicable)  | Yes <input type="checkbox"/> |
| 5 copies of the Site Plan showing the location and size of the proposed land conveyance (if applicable)                                      | Yes <input type="checkbox"/> |
| A cheque or money order (payable to the City of Orillia) for applicable FEE(S) (\$1,180.00 as indicated by the City's Tariffs & Fees By-law) | Yes <input type="checkbox"/> |

Please forward application and cheque to:

**City of Orillia, Planning Division**  
**Orillia City Centre**  
**50 Andrew Street South, Suite 300**  
**Orillia, ON, L3V 7T5**

**File Numbers will be issued for all applications and should be used in all communications with the City**



## APPLICATION FOR PARKLAND DEDICATION BY-LAW

### FOR OFFICE USE ONLY

DATE RECEIVED: \_\_\_\_\_ ROLL NUMBER: \_\_\_\_\_

DATE APPLICATION DEEMED COMPLETE: \_\_\_\_\_ INITIAL: \_\_\_\_\_

APPLICATION FILE NUMBER(S): \_\_\_\_\_

**ARE YOU SUBMITTING AN APPLICATION TO:**

**AMEND THE PARKLAND DEDICATION BY-LAW (\$1,180.00)**

**APPEAL THE BY-LAW (\$1,180.00)**

**PROVIDE LAND, INSTEAD OF CASH-IN-LIEU (No Fee)**

**1. APPLICANT / AGENT INFORMATION**

**Place check beside person to whom all correspondence is to be sent.**

*(An owner's authorization is required in Section 12, if the applicant is not the owner.)*

**1.1** Name of Applicant: \_\_\_\_\_

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

Telephone number: (\_\_\_\_)\_\_\_\_-\_\_\_\_ Fax number: (\_\_\_\_)\_\_\_\_-\_\_\_\_

Email Address: \_\_\_\_\_

**1.2** Name of Agent: \_\_\_\_\_

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

Telephone number: (\_\_\_\_)\_\_\_\_-\_\_\_\_ Fax number: (\_\_\_\_)\_\_\_\_-\_\_\_\_

Email Address: \_\_\_\_\_

**1.3** Name of Owner(s): \_\_\_\_\_   
*(if different from the applicant)*

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

Telephone number: (\_\_\_\_)\_\_\_\_-\_\_\_\_ Fax number: (\_\_\_\_)\_\_\_\_-\_\_\_\_

Email Address: \_\_\_\_\_

**2. LOCATION OF THE SUBJECT LAND**

**2.1** Municipal Street Address: \_\_\_\_\_

Concession Number(s): \_\_\_\_\_ Lot number(s): \_\_\_\_\_

Registered Plan Number: \_\_\_\_\_ Lot(s)/Block(s): \_\_\_\_\_

Reference Plan Number: \_\_\_\_\_ Part Number(s): \_\_\_\_\_

Roll Number: \_\_\_\_\_ *(from tax notice)*

**2.2** Are there any easements or restrictive covenants affecting the subject land?  
**(FOR CONSENT ONLY)**

please circle: YES NO UNKNOWN

**If YES,** describe the easement or covenant and its effect (provide copy if available)

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

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**3. AMENDMENT TO THE PARKLAND DEDICATION BY-LAW  
(Only Complete This Section if Applicable)**

**3.1** How is the By-law proposed to be amended? Identify the section of the By-law requested to be amended.

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**3.2** Describe the nature of the amendment. Is it specific to the subject property? Is it specific to a type of use? Or will the amendment be applied City-wide?

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**3.3** Specify the reason the amendment is requested.

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**4. APPEAL OF THE PARKLAND DEDICATION BY-LAW  
(Only Complete This Section if Applicable)**

**4.1** Identify and describe the section of the By-law that is subject to the appeal.

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**4.2** If the reason for the appeal is regarding the City's interpretation of the By-law, describe your interpretation of the section of the By-law in question.

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**OR**

If the reason for the appeal is with respect to the City's Opinion of Value, attach with the application one (1) copy of the appraisal completed by your appraiser.

**OR**

If the reason for the appeal is for a conversion credit, attach one (1) copy of evidence that a previous parkland contribution was made.

**5. APPLICATION TO CONVEY LAND, INSTEAD OF CASH-IN-LIEU (Only Complete This Section if Applicable)**

**5.1** Explain why you would prefer to convey land, instead of pay cash-in-lieu.

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**5.2** Explain the benefits to the City if it were to acquire this parcel of land.

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Attach to this application, five (5) copies of the Site Plan for the proposed development, which includes the location and size of the proposed parkland conveyance.

**6. APPLICANT'S CONSENT AND AUTHORIZATIONS:**

**APPLICANT'S CONSENT (FREEDOM OF INFORMATION)**

In accordance with the provisions of the *Planning Act*, it is the policy of the Development Services and Engineering Department to provide public access to all development applications and supporting documentation. In submitting this development application and supporting documentation, I \_\_\_\_\_, the applicant, hereby acknowledge the above noted and provide my consent in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act* that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

**AUTHORIZATION FOR SITE INSPECTION BY CITY COUNCIL, COMMITTEE OF ADJUSTMENT, AND/OR CITY STAFF**

I acknowledge that Council Members, Committee of Adjustment members, and/or City staff may conduct site inspections of my lands. By submitting this application I am hereby authorizing the members of City Council, Committee of Adjustment, and/or City staff to access my lands for the purposes of conducting the required site inspections for the limited purpose of evaluating the merits of this application. I understand that, if access to the property is by water, the consideration of the application may be delayed during the winter until such time as safe access can be obtained to the lands.

**AUTHORIZATIONS**

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 or the authorization set out below must be completed by the owner.

I, \_\_\_\_\_, am the owner of the land that is the subject of this application and I authorize \_\_\_\_\_ 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 the application.

\_\_\_\_\_  
Date

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

**7. AFFIDAVIT OR SWORN DECLARATION**

IN THE MATTER OF \_\_\_\_\_ in the City of Orillia, as part of the County of Simcoe, hereinafter referred to as “the property”.

I, \_\_\_\_\_, of \_\_\_\_\_,

DO SOLEMNLY AFFIRM AND DECLARE THAT:

I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath.

AND that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the application is true. I further acknowledge and agree that I am responsible for payment of any application fees or costs incurred by the City for legal or consulting services related to the processing or approval of this Application.

DECLARED before me at the City of Orillia, in the County of Simcoe, in the Province of Ontario on This \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature (To be witnessed by Commissioner, etc.)

\_\_\_\_\_  
A Commissioner, etc.

*NOTE: This is a sworn (affirmed) affidavit of the deponent only. No investigation has been conducted by this authority to confirm or verify the above sworn information. THE CRIMINAL CODE OF CANADA state under Section 131, 132 or by summary conviction Section 134 that: any person providing a false statement under oath or solemn affirmation by affidavit is guilty of an indictable offence and liable to a term of imprisonment not exceeding fourteen years.*