

OFFICE USE ONLY

Application #:	_____	Ward #:	_____	Fee Received:	\$ <div>_____</div>
Application Received (dd/mm/yyyy): _____					
Client Service Centre Staff: _____					



STREET OR LANE CLOSING/OPENING

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 the Planning Act, RSO 1990, c. P. 13 and will be used to process this application. Questions about this collection may be directed by mail to Manager, Business and Technical Support Services, Planning, Development and Building Services Department, 110 Laurier Avenue West, Ottawa, K1P 1J1, or by phone at (613) 580-2424, ext. 52815.

SECTION 1: BACKGROUND INFORMATION** Mandatory Field****Site Address or Location:**

Have you discussed this proposal with City Staff? ☐ Yes ☐ No

If **Yes**, please indicate the date (dd/mm/yyyy):

(*Note Applicants are encouraged to contact the Planning, Real Estate and Economic Development Department to discuss proposal details before submitting a development application).

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

Application Numbers:

Applicant/Agent Information:

Company name:

Contact name:

Mailing Address:

Telephone:

Email Address:

Registered Property Owner Information:

☐ Same as above

Name:

Mailing Address:

Telephone:

Email Address:

SITE DETAILS

Legal Description:

Describe the land uses surrounding the street or lane.

North:

South:

East:

West:

DETAILS OF STREET OR LANE CLOSING/OPENING

Briefly describe the purpose of this application.

Are the land owners/tenants surrounding the street/lane aware of this application?

☐ Yes

☐ No

☐ Unknown

COMMUNITY NOTIFICATION

Is this application subject to public consultation? ☐ Yes ☐ No

(Note: An application to close a street/lane is subject to public consultation. However, an application to close an untravelled street/lane does not require on-site signs. An application to open a street or lane is not subject to public consultation.)

If Yes:

Have you contacted the Ward Councillor 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):

SECTION 2: APPLICATION TYPE AND FEES

Please visit the City's website for additional information on Street or Lane Closing/Opening.
Fees must be paid in full at the time of application submission.

Planning Fees

- | | |
|-------------------------------------------------------------------------------------------------------|-------------|
| <input type="radio"/> Street/Lane Opening | \$28,638.11 |
| <input type="radio"/> Street Closing - Category A (Arterial, Major Collector, Collector): Travelled | \$19,527.10 |
| <input type="radio"/> Street Closing - Category A (Arterial, Major Collector, Collector): Untravelled | \$18,417.44 |
| <input type="radio"/> Street/Lane Closing - Category B (local road, lane): Travelled | \$9,956.10 |
| <input type="radio"/> Street/Lane Closing - Category B (local road, lane): Untravelled | \$8,846.44 |

Committee of Adjustment, Conservation Authority, and Engineering Design Review and Inspection fees are not subject to this reduction.

Fees Total:

SECTION 3: SUBMISSION REQUIREMENTS

Standard Plans (mandatory submission requirements)

- Sketch/Plan showing street or lane to be closed/opened.
- Coloured photographs of the street or lane.

Financial Requirements

- When an application requires public notice, large signs describing the proposal will be posted on the subject property. The fee for this service is included as part of the application cost (\$1,023.78). Additional signage, if required will be invoiced to the applicant at a cost of \$510.76 per sign.
- If this application is approved, a subsequent process to consider the disposal (sale) of the City-owned lands is initiated by the Realty Services Branch. It is advised that the applicant contact the City's Realty Services Branch prior to submitting this application.

SECTION 4: DECLARATIONS

Affidavit or Sworn Declaration that the Information is Accurate

I, , of the City of 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

This day of , .

Commissioner of Oaths

Signature of Applicant

(Please print Name)

(Please print Name)

Consent - Development Application Client Satisfaction Survey - Optional

I, consent to the City of Ottawa conducting a Client Satisfaction Survey by

☐ mailing to me a paper questionnaire at the following address:

☐ e-mailing me an electronic questionnaire at

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