



Town of Penetanguishene

APPLICATION FOR ZONING AMENDMENT

APPLICATION CHECKLIST

(It is recommended that you consult with the Town's Planning and Development Department prior to submitting your application.)

Please ensure you have completed the following prior to submitting your application:

- Fully complete all sections of the application.
- Sign application in all appropriate locations and obtain signed authorization from the Owner(s) if you are acting as their Agent.
- Declaration of Owner(s)/Agent must have a Commissioner's stamp and signature.
- Application fees attached made payable to the Town of Penetanguishene:
 - o Major **\$3,000.00** + Initial Deposit **\$5,000.00** *(as per Municipal Costs Policy)*
 - o Minor **\$1,500.00**
- Copy of any correspondence, approvals or permits from outside agencies/departments.
- Copy of any studies and reports required to be submitted with your application.
- Copy of Deed and any/all Mortgages.
- Ten (10)** copies of the completed application form and supporting drawings (i.e. sketch/site plan, survey, etc.). The copies will be used to consult with other ministries or agencies that may have an interest in the application. Digital copies of all drawings shall also be submitted to the Town in Adobe Acrobat .pdf format.
- Please see attached Notice Posting Policy

If you require additional assistance regarding this application, please contact the Department of Planning and Development at:

Town of Penetanguishene
10 Robert Street West
Penetanguishene, ON L9M 2G2
Ph: (705) 549-2673
Fax: (705) 549-3922



Town of Penetanguishene
APPLICATION FOR ZONING AMENDMENT

OFFICE USE ONLY		
<input type="checkbox"/> MAJOR (e.g. Plan of Subdivision, Plan of Condominium, new Industrial, new Commercial or new	<input type="checkbox"/> MINOR (e.g. site specific or technical)	
File Name: _____	Date of Application: _____	
Civic Address: _____		
Application Complete: <input type="checkbox"/> Yes	Fee Received: <input type="checkbox"/> Yes	
ROLL # 4372- _____ - _____ - _____ - 0000		

PRESCRIBED INFORMATION AND MATERIAL TO BE PROVIDED PURSUANT TO SECTION 34 OF THE PLANNING ACT, R.S.O. 1990.

1. CONTACT INFORMATION:

All communication will be directed to the Primary Contact only.

Primary Contact: _____

a) Registered Owner(s): _____

(List all owners and contact information if multiple exist)

Owner's authorization is required, if the applicant is not the owner.

Mailing Address: _____

Home Phone: _____ Cell Phone: _____

Business Phone: _____ Fax: _____

Email Address: _____

b) Agent: _____

Mailing Address: _____

Home Phone: _____ Cell Phone: _____

Business Phone: _____ Fax: _____

Email Address: _____

c) Planner: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

d) Surveyor: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

e) Solicitor: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

f) Engineer: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

2. DESCRIPTION OF SUBJECT LANDS:

a) Concession(s): _____

b) Lot(s): _____

c) Registered Plan No. : _____ Lot(s)/Block(s): _____

d) Reference Plan No. : _____ Part(s): _____

e) Geographic Township (former municipality): _____

f) Civic Address: _____

g) Dimensions of subject lands:

Frontage (m)	Depth (m)	Area (ha)

h) Are there any easements or rights-of-way affecting the subject lands?

- Yes No

If yes, indicate and describe the purpose of the easement or right-of-way:

3. PROVINCIAL PLANS:

a) Is the subject land within an area designated under any Provincial plan?

- Yes No

b) If Yes, does the application conform to or does not conflict with the applicable Provincial plan(s)?

- Yes No

4. OFFICIAL PLAN:

a) Official Plan (current designation of subject lands) : _____

b) How does the application conform to the Official Plan: _____

5. ZONING BY-LAW:

a) Zoning (current zoning of subject lands): _____

b) Please describe the nature and extent of rezoning requested:

c) Explain the purpose of the proposed rezoning:

d) Dimensions of proposed lands to be rezoned:

If only a portion of the subject property is being rezoned.

Frontage (m)	Depth (m)	Area (ha)

e) Is the subject land within an area where zoning with conditions apply:

Yes No

If yes, attach an explanation of how the application conforms to the Official Plan policies relating to the zoning with conditions.

f) Is the subject land within an area where the Municipality has pre-determined the minimum and maximum density requirement or the minimum and maximum height requirements:

Yes No

If yes, state the requirements:

g) Is the application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement:

Yes No

If yes, attach details of the Official Plan or Official Plan amendment that deals with the above matter.

- h)** Is the application to remove land from an area of employment:
 Yes No

If yes, attach details of the Official Plan or Official Plan amendment that deals with the above matter.

- i)** Is the requested amendment to the Zoning By-law consistent with the policy statements issued under subsection 3(1) of the *Planning Act*?
 Yes No

5. SOUTHERN GEORGIAN BAY LAKE SIMCOE SOURCE PROTECTION PLAN:

- a)** Is the subject land within a Wellhead Protection Area (WHPA) or an Issue Contributing Area (ICA)?
 Yes No

- b)** If yes, please identify the WHPA/ICA?

- c)** If yes, do you have an Approved Risk Management Plan (RMP) and/or a Section 59 Notice to Proceed from the Risk Management Official (RMO)? (Please attach the document you have).

- Yes No

6. EXISTING AND PROPOSED USES:

- a)** Date the subject land was acquired by the current Owner: _____

- b)** Existing use(s) of the subject land:

- c)** Length of time that the existing uses have continued: _____

- d)** Proposed use(s) of the subject land:

** Attach a separate description if necessary*

- e)** Date the existing building(s) or structure(s) on the subject land were constructed:

Type of Building/ Structure	Date Constructed
1.	
2.	
3.	

f) Location and Dimensions of all **existing** buildings and/or structures on the subject land (metric)*:

Building / Structure	Front Yard (m)	Interior Side Yard (m)	Exterior Side yard (m)	Rear yard (m)
1.				
2.				
3.				
4.				

Building/ Structure	Ground Floor Area (m ²)	Gross Floor Area (m ²)	# of Stories	Length (m)	Width (m)	Height (m)
1.						
2.						
3.						
4.						

*Attach separate sheet if more than 4 existing or proposed structures

g) What are the adjacent land uses:

To the north: _____ To the east: _____

To the south: _____ To the west: _____

7. ACCESS:

a) Access to the subject land is provided by: _____

- Provincial Highway
- County Road
- Municipal Road (year round)
- Municipal Road (seasonal)
- Private Road / Right-of-Way
- Water

b) If access to the subject land is by water only, indicate the following:

Provide written confirmation of parking and docking facilities.

Docking facility: _____

Distance from docking to subject land: _____

Distance from docking to nearest public road: _____

Parking facility: _____

Distance from docking to parking: _____

Distance from parking to nearest public road: _____

8. SERVICES:

a) Water is provided to the subject land by:

- Town water
- Private well Privately owned/operated communal well
- Lake or other water body
- Other: _____

b) Sewage disposal is provided to the subject land by:

- Town sewer
- Private sewage system Private communal sewage system
- Other: _____

c) Storm drainage is provided to the subject land by:

- Town storm sewers
- Ditches Swales Natural
- Other: _____

9. OTHER APPLICATIONS:

a) Indicate if the subject land is the subject to any other applications currently under the *Planning Act*:

Application	File #	Status
Plan of Subdivision/Condominium (Section 51)		
Consent (Section 53)		
Minor Variance (Section 45)		
Zoning By-law (Section 34)		
Official Plan (Section 22)		
Site Plan (Section 41)		

b) Has the subject land ever been the subject of a Minister's Zoning Order?

- Yes No

If yes, indicate the Ontario regulation number of the Order: _____

10. PLANS REQUIRED:

Please attach **10** copies of the sketch, site plan or survey **drawn to scale, in metric**. *One reduced size copy (8.5" x 11") and a digital copy in Adobe Acrobat .pdf format must also be submitted.*

Minimum requirements will be a sketch showing the following:

- The boundaries and dimensions (frontage, depth, area) of the subject land.
- The area to be rezoned.
- The approximate location of all natural and artificial features (*i.e. buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that are adjacent to the subject land or that, in the opinion of the Applicant, may affect the application.
- The distance between the subject land and the nearest town lot line or landmark (*i.e.: bridge, or railway crossing, etc.*).
- The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front lot line, rear lot line and the side lot lines.
- The current uses of the adjacent land (*i.e. residential, commercial, industrial, etc.*)
- The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public road, a private road or a right-of-way.
- If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- If the subject land has lake frontage, label the lake name.
- The location and nature of any easement affecting the subject land.
- North arrow and scale.

11. AUTHORIZATION BY OWNER:

Applicable if an Agent is making this application on your behalf.

If the Applicant is not the Owner of the subject land of this Application, the written authorization of the Owner stating that the Agent is authorized to make the Application on their behalf must be included with this application form or the authorization set out below must be completed.

Please Note: If the Owner is an incorporated company, authorization of the appropriate signing officer(s) is required in accordance with the company's by-laws.

I (we), _____ the undersigned, being the
Registered Owner(s)

Registered Owner(s) of the subject land, hereby authorize _____
Agent

to act as my Agent with respect to the preparation and submission of this Application.

Signature of Owner _____
Date
(If Corporation, I have the authority to bind the Corporation)

12. FREEDOM OF INFORMATION AND PRIVACY:

Personal information contained in this form, collected and maintained pursuant to Section 45 of *The Planning Act*, will be used for the purpose of responding to the Application and creating a public record. The Owner's Signature acknowledges that "personal information [is] collected and maintained specifically for the purpose of creating a record available to the general public;" per Section 14(1)(c) of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M. 56.

The applicant acknowledges that the Town considers the application forms and all supporting materials, including studies and drawings, filed with this application to be public information and to form part of the public record. With the filing of an application, the applicant consents to the Town photocopying and releasing the application and any supporting material either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement. Questions regarding the collection of information should be directed to the Department of Planning and Development at the Town of Penetanguishene at (705) 549-2673.

Signature of Owner _____
Date

Signature of Owner _____
Date

Signature of Witness _____
Date

13. DECLARATION OF OWNER/AGENT:

Must be signed by the Owner(s)/Agent in the presence of a Commissioner.

I _____ (Owner(s)/Agent) of the
_____ of _____ in the
(Town/Township/City)
County/District/Regional Municipality of _____

do solemnly declare that all of the statements contained in this 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*.

DECLARED before me at the

_____ of _____ in the County/District/Regional
(Town/Township/City)

Municipality of _____ this ____ day of _____, 20____.

Signature of Owner

Signature of Agent (if applicable)

Signature of Commissioner

Commissioner's Stamp

Please submit this application to the Town of Penetanguishene's Department of Planning and Development at:

**Town of Penetanguishene
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Penetanguishene, ON L9M 2G2
Ph: (705) 549-2673
Fax: (705) 549-3922**