



**APPLICATION FOR AMENDMENT to the DEVELOPMENT
PERMIT BY-LAW (04-180)**

January 2, 2006

TOWNSHIP OF LAKE OF BAYS

Office Use Only	
Application Number:	Receipt Number
Date received:	Roll Number:
Category of Permit:	Fee: \$450.00 Received:

Applicant Information	
1.1 NAME OF REGISTERED OWNER (S) _____	
Mailing Address _____	
Tel. # Home _____ Office _____ Cottage _____	
Fax # _____ E-Mail Address _____	
1.2 NAME OF SOLICITOR (if involved) _____	
Mailing Address _____	
Tel. # _____ Fax # _____	
1.3 NAME OF AUTHORIZED AGENT (if any) _____	
Mailing Address _____	
Tel. # _____ Fax # _____	
E-Mail Address _____	
Please specify to whom you wish communications to be sent:	
<input checked="" type="checkbox"/> Owner (automatically sent)	<input type="checkbox"/> Solicitor <input type="checkbox"/> Agent

2. LOCATION OF SUBJECT LANDS:
Ward or former Twp. _____
Lot # _____ Concession # _____
Registered Plan of Subdivision # (if any) _____ Lot # on Plan _____
Reference Plan # (Survey Plan) _____ Part # on Survey _____
Municipal or 911 Address _____ (not mailing address)
Assessment Roll Number _____
Do you own the Shore Road Allowance? Yes _____ (Verification may be required) No _____

3. NATURE OF APPLICATION:

3.1 If known, what is the existing official plan designation(s) of the subject land? _____

3.2 If Known, what is the Development Permit Area of the subject land? _____

3.3 What is the nature of the proposed development (including vegetation removal or site alteration)?

3.4 Nature and extent of relief required from By-law? (Requested Variation/Discretionary Use?), if applicable:

3.5 Why is it not possible to comply with the provisions of the By-law? (Reason for Requested Variation/Discretionary Use?):

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3.6 Does the proposal address applicable Official Plan and Development Permit By-law criteria?:

4. DESCRIPTION OF THE SUBJECT LANDS:

4.1 DIMENSIONS OF THE LANDS AFFECTED:

Frontage on Road _____ Frontage on Water _____

Depth _____ Area _____

4.2 USE OF LANDS:

<u>Existing</u>	<u>Proposed</u>
[]	[] Vacant
[]	[] Seasonal Residential
[]	[] Permanent Residential
[]	[] Commercial (give details below, including business name)
[]	[] Other (specify) _____

Provide any additional details of above, if necessary. _____

Length of time the existing uses of the subject property have continued: _____

NOTE: It is required that 1 copy of the application, 1 copy of the next two pages and 1 sketch and the photograph, be filed with the Planning Department and be accompanied by the prescribed application fee and the Cost Acknowledgement Agreement deposit, in cash or by cheque made payable to the Township of Lake of Bays.

NOTE: Issuance of a Development Permit does not relieve an owner from the requirements of the Building Code, Septic System, or other applicable approvals.

10. AFFIDAVIT:

I, _____ of the Town / City of _____
in the District / Region / County of _____ solemnly declare that
the information contained in this application and in the documents that accompany this application is true.

DECLARED BEFORE ME at the Township / Town / City)
of _____ in the)
District/Region/County of _____)
this _____ day of _____ AD 200 ____)
_____))
A Commissioner etc.)

Signature of Owner(s), Solicitor, or Authorized Agent

(If signed by a Solicitor or Agent, written authorization of the Registered Owner(s) must accompany the application or the authorization set out below must be completed.)

11. AUTHORIZATIONS:

11.1 If the applicant is not the owner of 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 with this form or the authorization set out below must be completed.

Authorization Of Owner(s) For Agent Or Solicitor To Make This Application: (If Applicable)

I/We, _____, am/are the registered owner(s) of the land that is the
subject of this application for a Development Permit and I/we hereby authorize _____ to
make this application on my/our behalf.

Date

Signature(s) of the Registered Owner(s)

7. HISTORY OF THE SUBJECT LANDS:

a) Has the owner previously applied for other planning approvals on the subject property?

Yes [] No [] Unknown []

If yes, and if known, specify the appropriate file number(s) and status of the application(s).

8. CURRENT APPLICATIONS:

a) Date the subject lands were acquired by the Owner: _____

b) Are there any pending existing applications for a Plan of Subdivision or Consent application on this property?

Yes [] No []

If YES, and if known, specify the appropriate file number(s) and status of the application(s).

9. SKETCHES AND PHOTOGRAPHS:

9.1 Applications must be accompanied by 1 sketch, showing the following information:

- the boundaries, dimensions and acreage of the lot.
- the location, size and type of all existing and proposed buildings and structures on the subject lands, indicating the distance of the buildings or structures from the front, rear and side lot lines.
- the location of all natural and artificial features on the subject lands and adjacent lands that may affect the applications, such as buildings, septic systems, wells, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, slopes, wooded areas, etc.,
- the location, width and names of any roads within or abutting the subject lands, indicating whether they are public travelled roads, private roads or rights of way, or unopened road allowances;
- if access to the subject land is by water only, the location of the parking and boat docking facilities to be used
- the location and nature of any easements affecting the property.

When required by the Township, the plan mentioned above shall be signed by an Ontario Land Surveyor, but otherwise a hand drawn sketch to scale will be acceptable. Sketches may be submitted in either imperial or metric measurement. Please show dimensions on the sketch. (See sample sketch in instruction sheets).

9.2 If required by the Township, applications must be accompanied by one or both of the following drawings:

- i) plans showing the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided in connection with them and all the facilities and works required by the Planning Act .
- ii) drawings showing plan, elevation and cross-section views for each building to be erected, which drawings are sufficient to display:
 - (a) the massing and conceptual design of the proposed building.

9.3 Applications must be accompanied by at least one recent photograph of the shoreline area and the area in the immediate vicinity of the proposed development, preferably taken from the water in the summer.

11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

Authorization Of Owner(s) For Agent or Solicitor To Provide Personal Information:

I/We, _____, am/are the registered owner(s) of the land that is the subject of this application for a Development Permit and for purposes of the **Municipal Freedom of Information and Protection of Privacy Act**. I/we hereby authorize _____ as my agent for this application, to provide any personal information that will be included in this application or collected during the processing of the application.

Date

Signature(s) of the Registered Owner(s)

12. CONSENT OF OWNER:

Complete the consent of the owner concerning personal information set out below.

I/We, _____, am/are the registered owner(s) of the land that is the subject of this application for Development Purposes and for purposes of the **Municipal Freedom of Information and Protection of Privacy Act**, I/we hereby authorize the use, or disclosure, to any person or public body, of any personal information collected under the authority of the Planning Act for the purpose of processing this application..

Date

Signature(s) of the Registered Owner(s)

NOTE: A Cost Acknowledgement Agreement (CAA) (attached) is mandatory when submitting the foregoing application, and requires a separate fee of \$500.00. Should any additional costs be incurred in the processing of the application, we will deduct the amount from your deposit. Once a file is completed, we will return the balance to you; should no additional costs be incurred, the full amount will be returned.

**THE CORPORATION OF THE TOWNSHIP OF LAKE OF BAYS
COST ACKNOWLEDGEMENT AGREEMENT**

This Agreement made this ____ day of _____, 20__.

BETWEEN:

Applicant's name(s)

hereinafter referred to as the "Developer"

- and -

The Corporation of the Township of Lake of Bays

hereinafter referred to as the "Township"

WHEREAS the Developer represents that he/she is the registered owner of the lands described in Schedule "A" attached hereto, and which lands are hereinafter referred to as the "lands";

AND WHEREAS the Developer has filed for an application for a by-law amendment;

AND WHEREAS it is a policy of the Township that any costs beyond the ordinary processing of an application, such as review of specialized planning, legal, engineering or other professional studies be borne by the Developer;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the sum of two dollars (\$2.00) now paid by the Township to the Developer, the receipt of which is hereby acknowledged, the parties hereto agree as follows:

In this Agreement:

"application" means the application for a by-law amendment approval dated _____ with respect to the lands described in Schedule "A" hereto.

"Developer" means the applicant for the approval to which this agreement relates to.

"expenses" means:

expenses incurred by the Township while processing the application that are above and beyond the basic application fee, including, but not limited to, staff travel expenses, meal allowances, meeting time and second circulations.

all consultant fees and disbursements relating to the review of the application including, without limiting the generality of the foregoing, specialized planning, legal, engineering or other professional expenses.

The Township agrees to process the application and where the Township, in its sole discretion deems it necessary to retain such additional consultants as are necessary to properly evaluate the application.

The Developer shall file an initial deposit with the Township Treasurer on or before _____, in the amount of \$500.00, which shall be credited to the Developer's account.

(i) It is hereby acknowledged that all costs of processing the application shall be paid for by the Developer. The Developer shall reimburse the Township for all expenses the Township may be put to in respect of the application upon demand.

Without limiting the foregoing, it is acknowledged and agreed that the amounts payable pursuant to this agreement are payable regardless of whether or not the application is approved or proceeded with and are not refundable.

(ii) At any time, the Township may, and upon request in writing by the Developer, shall provide the Developer with an accounting of the time charges, expenses incurred and disbursements claimed by the Township pursuant to this agreement.

In the event the Developer does not agree with any proposed charges, expenses or disbursements he/she shall immediately notify the Township in writing detailing the complaint. The issue shall thereafter be investigated and resolved before any further work is done in respect of the application. In the event that the Developer does not question the amounts proposed within fifteen (15) days of the date of the accounting, the Developer shall be deemed to have accepted the billing and shall pay the amounts due forthwith.

The Township may, at any time, draw upon the funds on deposit to satisfy amounts due pursuant to this agreement.

In the event that the amount or deposit in the Developer's account falls to less than \$200.00, the Township may halt all work in respect of the application until all arrears are satisfied and a sum sufficient to increase the balance of \$500.00 is deposited with the Township.

At any time additional funds are requested by the Township, the Township shall provide information respecting the time charges, costs incurred and disbursements.

Upon completion, termination or withdrawal of the application, the Township shall prepare and submit a final account to the Developer. The Township may retain the deposit until such time as the final account and payment thereof has been agreed upon by both the Township and the Developer.

This agreement shall not be construed as acceptance or approval by the Township of the application and nothing herein shall require or be deemed to require the Township to approve the application.

This agreement shall not stand in lieu of or prejudice the rights of the Township to require such further and other agreements in respect of the application that the Township may deem necessary.

This agreement, together with the Township's Fees and Forms bylaws, comprise the whole of the understanding and are not subject to, or in addition to, any other agreements, warranties, or understandings, whether written, oral or implied.

IN WITNESS WHEREOF the parties hereto have set their corporate seals under the hands of their duly authorized officers.

DATED at _____ this ____ day of _____, 20__.

WITNESS Per: _____

WITNESS Per: _____

DATED at Dwight, Ontario this ____ day of _____, 20__.

The Corporation of the Township of Lake of Bays

Per: _____
Mayor

Per: _____
Clerk