



APPLICATION TO AMEND THE OFFICIAL PLAN

1. 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:

Owner (automatically sent) Solicitor 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 _____

3. DESCRIPTION OF THE SUBJECT LANDS:

3.1 **DIMENSIONS OF THE SUBJECT LANDS:**

Frontage on Road _____ Frontage on Water _____

Depth _____ Area _____

3.2 **TYPE OF ACCESS FOR THE SUBJECT LANDS: (Please check appropriate box).**

- | | | | |
|------------|----|--|--------------------------|
| (a) | i) | Existing: | Proposed: |
| | | <input type="checkbox"/> a) Provincial Highway | <input type="checkbox"/> |
| | | <input type="checkbox"/> b) Municipal Road Year - round maintained | <input type="checkbox"/> |
| | | <input type="checkbox"/> c) Municipal Road Seasonally maintained | <input type="checkbox"/> |
| | | <input type="checkbox"/> d) Private Road | <input type="checkbox"/> |
| | | <input type="checkbox"/> e) Water | <input type="checkbox"/> |
| | | <input type="checkbox"/> f) Other (specify) | |

ii) **Name of Street or Road** _____

(b) If the proposed access is by WATER, describe the docking and parking facilities to be used on the mainland?
Specify name of marina, or alternative and distance of facility from the subject lands. _____

4. SERVICING OF THE SUBJECT LANDS:

4.1 TYPE OF WATER SUPPLY AND SEWAGE DISPOSAL ON THE SUBJECT LANDS (Please check appropriate box).

WATER

Existing:

Proposed:

a) Municipal water

b) Lake

c) Private Well

d) Other (specify) _____

SEWAGE

Existing:

Proposed:

a) Municipal sewer

b) Septic tank and tile bed

c) Pit Privy

d) Other (specify) _____

Attach to this application, a copy of the Certificate of Approval issued under the Ontario Building Code, or by the Ministry of Environment and Energy, for the provision of private water and sewage facilities.

5. OFFICIAL PLAN DESIGNATION:

5.1 OFFICIAL PLAN DESIGNATION:

a) If known, what is the current official plan designation(s) of the subject lands? _____

b) If known, what is the current zoning of the subject land? _____

5.2 USE OF THE SUBJECT LANDS

Existing

Proposed

Vacant

Residential

Multiple Residential (e.g. duplex, etc)

Commercial (give details below, including business name)

Industrial (give details below, including business name)

Other (specify) _____

(b) Provide any additional details of above, if necessary. _____

5.3 PREVIOUS USE OF PROPERTY:

____ Residential ____ Industrial ____ Commercial ____ Institutional

____ Vacant ____ Other

(a) If Industrial or Commercial, specify use _____

(b) Has the grading of the subject land been changed by adding earth or other material?

____ Yes ____ No ____ Unknown

(c) Has a gas station been located on the subject land or land adjacent to the subject land at any time?

____ Yes ____ No ____ Unknown

(d) Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?

_____ Yes _____ No _____ Unknown

(e) Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?

_____ Yes _____ No _____ Unknown

(f) What information did you use to determine the answers to 5.3 **a-e** above?

(g) If YES to (5.3 b), (5.3 c), (5.3 d), or (5.3 e), a previous use inventory showing all former uses of the subject land, or if appropriate, the land adjacent to the subject land, is needed.

Is the previous use inventory attached? Yes No

5.4 WHY AMENDMENT IS REQUIRED?

(a) The amendment would:

_____ Add new policy, or change, delete or replace approved official plan policy.

_____ Change or replace the approved official plan land use designation for the subject land.

(b) Reason(s) for Requested Amendment:

5.5 NUMBER AND TYPE OF BUILDINGS AND STRUCTURES EXISTING AND PROPOSED ON THE SUBJECT LANDS:

(a) Specify the use, floor area, number of storeys, width, length, height, date of construction, etc., of all buildings and structures on or proposed for the subject lands:

	Floor Area	No. Storeys	Width	Length	Height	Date of Construction
Existing						
Proposed						

6. RELATED PLANNING APPLICATIONS:

(a) Are there any applications under the Planning Act, such as for approval of an official plan amendment, a zoning by-law amendment, a minor variance, a plan of subdivision or a site plan, or for a consent, that includes land within 120 metres of the subject land?

_____ Yes _____ No _____ Unknown

8. If Yes to (a), and if known, list below or attach on a separate page:

Approval authority considering the application: _____

Type of application and the file number: _____

Description of the land that is the subject of the application: _____

Purpose of the application and the effect on this application:

Status of the application: _____

Provincial Policy:

All applications under the Planning Act are subject to review for conformity with the Provincial Policy Statement issued by the Province of Ontario.

8. SKETCHES:

Applications must be accompanied by 6 sketches, as detailed in the instruction sheets and showing the following information:

- the boundaries and dimensions of the lot.
- the accurate location, size and type of all existing and proposed buildings and structures (including septic systems) on the lot.
- The distance from all existing and proposed buildings and structures to all lot lines and the highwater mark of any adjacent waterbody.
- 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.
- the use of adjacent land(s).

As a Official Plan Amendment is a legal document, it is recommended that the above noted plan should be professionally drawn, but otherwise a hand drawn sketch to scale (based on an existing survey) 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).

NOTE: It is required that 1 copy of the application, 1 copy of this and the next page and 5 sketches, as outlined in Item # 7 be filed with the Planner. Applications for a major policy change, or the creation of 10 or more lots, must be accompanied by a fee of \$1000.00. Applications for a minor policy change, or the creation of 1 lot, must be accompanied by a fee of \$500.00. This fee may be submitted in the form of **cash or by cheque made payable to the Township of Lake of Bays, together with a cheque in the amount of \$500.00 for the Cost Acknowledgement Agreement deposit.**

8. 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 ____ .)

)

_____)

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.)

9. AUTHORIZATIONS:

9.1 If the applicant is not the owner of land that is 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 zoning by-law amendment and I/we hereby authorize _____ to make this application on my/our behalf.

Date

Signature(s) of the Registered Owner(s)

9.2 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 zoning by-law amendment 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)

10. 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 a zoning by-law amendment 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)