



<b>For office use only</b>	File # _____
Received _____, 20 ____	
Considered Complete _____, 20 ____	

## Application for Official Plan and/or Zoning By-Law Amendment

Municipality of \_\_\_\_\_

### A. The Amendment

#### 1. Type of Amendment

- Official Plan Amendment       Zoning By-law Amendment       Both

#### 2. What is the purpose of and reasons for the proposed amendment(s)?

## B. General Information

### 3. Applicant information

a) Registered Owner's Name(s): \_\_\_\_\_

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

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

Cell \_\_\_\_\_ Fax: \_\_\_\_\_

Email \_\_\_\_\_

b) Applicant (Agent) Name(s): \_\_\_\_\_

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

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

Cell \_\_\_\_\_ Fax: \_\_\_\_\_

Email \_\_\_\_\_

c) Name, Address, Phone of all persons having any mortgage, charge, debenture or encumbrance on the property:

d) Send Correspondence To?     Owner     Agent     Other \_\_\_\_\_

### 4. What area does the amendment cover?

the "entire" property or

just a "portion" of the property

### 5. Provide a description of the entire property:

Ward: \_\_\_\_\_

911 Address and Road Name: \_\_\_\_\_

Roll Number (if available): \_\_\_\_\_

Concession: \_\_\_\_\_ Lot: \_\_\_\_\_ Registered Plan No.: \_\_\_\_\_

Area: \_\_\_\_\_ hectares    Depth: \_\_\_\_\_ metres    Frontage (Width): \_\_\_\_\_ metres

6. Is any of the land in wellhead protection area?

Yes     No     Unknown

If **Yes**, please obtain a Restricted Land Use Permit from the Risk Management Official.

If **Unknown**, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.

7. Provide a description of the area to be amended if only a 'portion' of the property:

Area: \_\_\_\_\_ hectares    Depth: \_\_\_\_\_ metres    Frontage (Width): \_\_\_\_\_ metres

8. What is the current planning status?

Official Plan Designation: \_\_\_\_\_

Zoning: \_\_\_\_\_

9. List land uses that are permitted by current Official Plan designation:

## C. Existing and Proposed Land Uses and Buildings

10. What is the "existing" use of the land?

How long have the existing uses continued on the subject land: \_\_\_\_\_

11. What is the "proposed" use of the land?

**Provide the following details for all buildings: (Use a separate page if necessary)**

Are any buildings proposed to be built on subject land:     Yes     No

	<u>Existing</u>	<u>Proposed</u>
a) Type of Building(s)	_____	_____
b) Main Building Height _____ (m)	_____ (m)	_____ (m)
c) % Lot Coverage	_____	_____
d) # of Parking Spaces	_____	_____
e) # of Loading Spaces	_____	_____

- f) Number of floors \_\_\_\_\_
- g) Total Floor Area \_\_\_\_\_ (sq m) \_\_\_\_\_
- h) Ground Floor Area \_\_\_\_\_  
(exclude basement) \_\_\_\_\_
- i) Building Dimensions \_\_\_\_\_
- j) Date of Construction \_\_\_\_\_
- k) Setback from Buildings to: Front of Lot Line \_\_\_\_\_  
Rear of Lot Line \_\_\_\_\_  
Side of Lot Line \_\_\_\_\_

## D. Existing and Proposed Services

12. Indicate the Applicable Water Supply and Sewage Disposal

Type of Disposal	Municipal Water	Communal Water	Private Well	Municipal Sewers	Communal Sewers	Private Septic
<b>Existing</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proposed</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If the requested amendment would permit development on a privately owned and operated individual or communal septic system, and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the applicant must submit:

- a servicing options report; and
- a hydrogeological report.

13. Will storm drainage be provided by:

- Sewers       Swales
- Ditches       Other: Please specify: \_\_\_\_\_

Is storm drainage present or will it be constructed? \_\_\_\_\_

14. Type of access: (check appropriate box)

- Provincial Highway
- Municipal Road, seasonally maintained
- County Roads
- Right of Way
- Municipal Roads, maintained all year
- Water Access

## E. Official Plan Amendment <sup>N/A</sup>

(Proceed to Section F if an Official Plan Amendment is not proposed.)

15. Does the proposed Official Plan amendment do the following?

- |  |                              |                             |                                  |
|--|------------------------------|-----------------------------|----------------------------------|
| Add a Land Use designation in the Official Plan    | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Change a Land Use designation in the Official Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Change a policy in the Official Plan               | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Replace a policy in the Official Plan              | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Delete a policy in the Official Plan               | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Add a policy in the Official Plan                  | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |

16. If applicable, and known at time of application, provide the following:

- a) Section Number(s) of Policy to be changed: \_\_\_\_\_
- b) Is the text of the proposed new policy attached on a separate page?  Yes  No
- c) New designation name: \_\_\_\_\_
- d) Is a map of the proposed new Schedule attached on a separate page?  Yes  No

17. List purpose of amendment and land uses that would be permitted by the proposed amendment:

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18. Does the requested amendment alter all or any part of the boundary of an area of settlement in a municipality or establish a new area of settlement in a municipality?

- Yes  No

If Yes, attached the current Official Plan policies, if any, dealing with the alteration or establishment of an area of settlement.

19. Does the requested amendment remove the subject land from any area of employment?

- Yes  No

If Yes, attached the current Official Plan policies, if any, dealing with the removal of land from an area of employment.

20. Is the requested amendment consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act?

- Yes  No

## F. Zoning By-Law Amendment

(Proceed to Question 29 (Drawing) if a Zoning By-Law Amendment is not proposed.)

21. Does the proposed Zoning By-Law amendment do the following?

- |   |                              |                             |                                  |
|---|------------------------------|-----------------------------|----------------------------------|
| Add or change zoning designation in the Zoning By-Law | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Change a zoning provision in the Zoning By-Law        | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Replace a zoning provision in the Zoning By-Law       | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Delete a zoning provision in the Zoning By-Law        | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Add a zoning provision in the Zoning By-Law           | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |

22. If applicable and known at time of Zoning Application, provide the following:

- a) Section Number(s) of provisions to be changed: \_\_\_\_\_
- b) Text of proposed new provision attached on a separate page?  Yes  No
- c) New zone name: \_\_\_\_\_
- d) Map of proposed new Key Map attached on a separate page?  Yes  No

23. List land uses proposed by Zoning amendment.

24. Has there been a previous application for rezoning under Section 34 of the Planning Act affecting the subject property?

- Yes  No

25. Is the intent of this 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, please attach details of the Official Plan or Official Plan Amendment.

26. Is the intent of this application to remove land from an area of employment?

- Yes  No

If yes, please attach details of the Official Plan or Official Plan Amendment that deals with the matter.

27. Is the application for an amendment to the Zoning By-Law consistent with Provincial Policy Statement issued under Section 3(1) of the Planning Act?

- Yes  No

## G. Sketch Checklist

28. Accurate, to scale, drawing or proposal:

In the space below or on a separate page(s), please provide a drawing of the proposal, preferably prepared by a qualified professional. In some cases, it may be more appropriate to prepare additional drawings at varying scales to better illustrate the proposal.

This application shall be accompanied by a clean, legible sketch sharing the following information. Failure to supply this information will result in a delay in processing the application.

A sketch showing in metric units:

- a) the boundaries and dimensions of the subject land;
- b) the location, size and type of all existing and proposed buildings and structure on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of river or streams, wetlands, wooded areas, wells and septic tanks) that,
  - i. are located on the subject land and on land that is adjacent to it, and
  - ii. in the applicant's opinion may affect the application;
- d) the current uses of land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;
- f) if access to the subject land will be by water only, the location of the parking and docking facilities to be used;
- g) the location and nature of any easement affecting the subject land

The drawings should show: (please use a survey if available)

- Property boundaries and dimensions
- Dimensions of area of amendment
- Distance from structure to lot lines
- Easements or restrictive covenants
- Building dimensions and location
- Neighbouring adjacent land uses
- Parking and loading areas
- Use of neighbouring properties
- Public roads, allowances, rights of way
- Municipal Drains/Award Drains
- Wetlands, forested areas, ANSI's, ESA's
- Driveways and lanes
- Other features (bridges, wells, railways, septic systems, springs, slopes, gravel pits)
- Natural watercourses
- North arrow

## H. Other Related Planning Applications

29. Has the applicant or owner made application for any of the following, either on or within 120 metres of the subject land?

- |                         |                              |                             |             |
|-------------------------|------------------------------|-----------------------------|-------------|
| Official Plan Amendment | <input type="checkbox"/> Yes | <input type="checkbox"/> No | "No" to all |
| Zoning By-Law Amendment | <input type="checkbox"/> Yes | <input type="checkbox"/> No |             |
| Minor Variance          | <input type="checkbox"/> Yes | <input type="checkbox"/> No |             |
| Plan of Subdivision     | <input type="checkbox"/> Yes | <input type="checkbox"/> No |             |
| Consent (Severance)     | <input type="checkbox"/> Yes | <input type="checkbox"/> No |             |
| Site Plan Control       | <input type="checkbox"/> Yes | <input type="checkbox"/> No |             |

30. If the answer to questions 29 is Yes, please provide the following information:

File No. of Application: \_\_\_\_\_

Approval Authority: \_\_\_\_\_

Lands Subject to Application: \_\_\_\_\_

Purpose of Application: \_\_\_\_\_

Status of Application: \_\_\_\_\_

Effect on the Current Application for Amendment: \_\_\_\_\_

## I. Other Supporting Information

31. Please list the titles of any supporting or attached documents:

*(e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report, etc. It is recognized that the applicant meets with planning staff to attempt to determine the supporting documents that will be required.)*

## J. Pre-Submission Consultation

Applicants are strongly encouraged to contact the County and speak/meet with the Planner to the Municipality before submitting an application for information.

Date of Applicant's consultation meeting with County Planner: \_\_\_\_\_

Has the Planner advised the Applicant that this application needs to be reviewed by the Huron County Stewardship Coordinator for comments on Natural Heritage matters?

- Yes - Submit a fee of \$216.00 made payable to the Treasurer, County of Huron
- No



## K. Public Consultation Strategy

32. Please outline your proposed strategy for consulting with the public with respect to this amendment request:

*(e.g. individual contact, hold a neighbourhood meeting, telephone conversation, letter explaining proposal and inviting questions/comments, website/internet, etc.)*

Statutory process under the Planning Act.

## L. Authorization for Agent/Solicitor to Act for Owner

*(If affidavit (K) is signed by an Agent/Solicitor on Owner's behalf, the Owner's written authorization below **must** be completed.)*

I (we) Shawn O'Rourke of the Municipality of  
Huron East County/Region of Huron do hereby authorize  
Baker Planning Group to act as my agent in the application.

Signature: 

Date: January 9, 2022

## M. Applicant's Declaration

(This must be completed by the Person Filing the Application for the proposed development site.)

I, Caroline Baker of the City of Stratford  
(Name of Applicant) (Name of Town, Township, etc.)

In the Region/County/District Perth solemnly declare that all of the statements contained in this application and supporting documentation are true and complete, 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."

Please be advised the responsibility for filing a complete application rests solely with the owner/applicant. Anything not requested or applied for in this application and subsequently found to be necessary (which may require another application(s) and fee(s)) are the sole responsibility of the owner/applicant. The County/Municipality will address only the application as applied for, and any items that are not included in the application are not the responsibility of the County/Municipality.

All studies required to support this application shall be at the expense of the applicant and included at the time of submission as a complete application.

In the event of third-party appeals to applications approved by the County/Municipality, the applicant may be responsible for some or all of the legal and other costs incurred by the County/Municipality, at the discretion of the County/Municipality.

In addition to the application fee, where the County/Municipality requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all legal and consulting fees incurred by the County/Municipality, at the County/Municipality's actual cost. Depending on the amount of such fees, which the County/Municipality expects to incur on any given application, the County/Municipality may also require the applicant to enter into an agreement with respect to the payment of such fees and may, where appropriate, require security to be posted.

I/we Caroline Baker hereby agree to pay all fees incurred by the County/Municipality related to the review of this application.

Sworn remotely by Caroline Baker of City of Stratford in the County of Perth before me at the Municipality of Huron East (Seaforth) in the County of Huron, this 12<sup>th</sup> day of January, 2022 in accordance with O.Reg.431/20, Administering an Oath Remotely.

Signature 

This 12 of January, 2022  
(day) (month) (year)

Name of Applicant: (please print) Caroline Baker

Commissions of Oaths \_\_\_\_\_ Signature of Commissioner \_\_\_\_\_

Date \_\_\_\_\_

# M. Applicant's Declaration

(This must be completed by the Person Filing the Application for the proposed development site.)

I, Caroline Baker of the City of Stratford  
(Name of Applicant) (Name of Town, Township, etc.)

In the Region/County/District Perth solemnly declare that all of the statements contained in this application and supporting documentation are true and complete, 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."

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I/we Caroline Baker hereby agree to pay all fees incurred by the County/Municipality related to the review of this application.

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Signature \_\_\_\_\_

This 12<sup>th</sup> of January, 2022  
(day) (month) (year)

Name of Applicant: (please print) Caroline Baker

Commissions of Oaths J. David Murray Signature of Commissioner \_\_\_\_\_  
Date January 12, 2022

## N. Owner/Applicant's Consent Declaration

In accordance with the provisions of the Planning Act, it is the policy of the County Planning Department to provide the public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation, I,

Shawn O'Rourke, the owner/the authorized applicant, hereby acknowledge the above-noted policy 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.

I hereby authorize the County of Huron staff, Municipal staff and council members of the decision-making authority to access to the subject site for purposes of evaluation of the subject application.

Signature 

Date January 29, 2022

**Application and Fee of \$ \_\_\_\_\_ Received by the Municipality**

*If comment fees are required for the Huron Stewardship Coordinator to review this application, (see Section J: Pre-Submission Consultation), please collect a fee of \$216.00 made payable to the Treasurer, County of Huron.*

# Complete This Form to Determine If Septic Comments Are Required on Your Planning Application

For certain planning applications, comments are required from local municipal staff to assist the municipality in its decision on your application. This sheet will determine if comments are required from local staff, and if so, the appropriate fee\* must be submitted with your application and paid to the local municipality (\*based on the local municipality's Fee Schedule – consult with your Planner to determine).

Name of Applicant: \_\_\_\_\_

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

Location of Property (Lot, Concession or Registered Plan, and Municipality):

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Type of Planning Application(s) submitted with this form:

- Consent (Severance)
- Zoning By-Law Amendment
- Official Plan Amendment
- Minor Variance
- Plan of Subdivision/Condominium

Please answer Section A **or** Section B, depending on the type of servicing available. In the following question, "property" means the subject property or, in the case of a severance, each of the resulting lots.

Section A – Where *Sanitary Sewers* are available

Is the property within 183 metres (600 feet) of an abattoir (slaughter house)?

Yes  No

Section B – Where *Septic Systems* are required

1. The application is for the creation of a new lot for which the primary use will be a dew dwelling (other than a new dwelling on a farm).

Yes  No

2. Is the property less than .4 hectares (1 acre) in area?

Yes  No

3. Does the property have less than .2 hectares (1/2 acre) of "useable land" for a septic tank and tile bed? See definition of "useable land" below.

Yes  No

4. I am uncertain of the location of the existing septic tank and tile bed on the property.  
 Yes  No
5. There will be more than one dwelling unit on each lot.  
 Yes  No
6. An industrial or commercial use is proposed which will require a septic system.  
 Yes  No
7. Is the property with 183 metres (600 feet) of an abattoir (slaughter house)?  
 Yes  No
8. The application is for a new Plan of Subdivision/Condominium  
 Yes  No

“Useable Land” means an area of land with suitable original soil for the installation of a Class 4 subsurface sewage disposal system, free of any buildings, structures swimming pools, etc. and such land is or will be used solely for a septic tank and tie bed and any future replacement of the tile bed, and which area is at least 3 metres (10 feet from any property line, at least 15 metres (15 feet) from a top-of-bank of a watercourse or lake, not located in a flood plain, not located in an environmentally sensitive area, and does not contain field tile or other artificial drainage. (Other restrictions may apply according to legislation.)

Name of Owner or Designated Agent \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**To be completed by Municipal Clerk:** Has the Septic Review Fee, made payable to the local municipality, been collected from the applicant?

*\*Please note type of application and file # on the cheque.*

Yes  No      Amount: \_\_\_\_\_

Name of Clerk-Treasurer \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_