

**CORPORATION OF THE NATION MUNICIPALITY**  
**APPLICATION MADE UNDER THE PLANNING ACT OF ONTARIO**  
(R.S.O. 1990, Chapter P.13, as amended, 1996)

Official Plan Amendment, Zoning By-law Amendment, Minor Variances/Permission

**For use by the municipality**

Roll Number: \_\_\_\_\_

Application Number: \_\_\_\_\_

Date of complete application: \_\_\_\_\_

**I. Type of application**

1. What is the nature of this application?

Zoning By-law

Minor Variance/Permission

**II. Applicant**

2. Registered Owner's Name(s): \_\_\_\_\_

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

Phone numbers

Home: \_\_\_\_\_

Office: \_\_\_\_\_

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

3. Applicant (Agent) Name(s): \_\_\_\_\_

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

Phone Numbers

Home: \_\_\_\_\_

Office: \_\_\_\_\_

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

4. If you are applying for a Zoning By-law amendment, indicate the names and addresses of any mortgages, charges or other encumbrances in respect of the subject land.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Send Correspondance to:

Owner

Owner's agent

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**III. Subject land**

6. Provide a description of the subject land:

Address: \_\_\_\_\_  
Concession: \_\_\_\_\_  
Lot: \_\_\_\_\_  
Registered Plan: \_\_\_\_\_  
Area: \_\_\_\_\_  
Depth: \_\_\_\_\_  
Frontage: \_\_\_\_\_

7. What is the current planning status of the property?

Official Plan designation: \_\_\_\_\_  
Zoning: \_\_\_\_\_

**IV. Services**

8. Indicate how the subject land is serviced:

**Road access**

Provincial highway   
County road   
Municipal seasonal road   
Municipal road maintained year long   
Easement   
Right-of-way   
Private Road

**Water supply**

Publicly owned and operated water system   
Private well   
Privately owned and operated water system   
Other (please check and explain on a separate sheet)

**Sanitary sewage**

Publicly owned and operated sewer system   
Private septic system   
Privately owned and operated sewer system   
Other (please check and explain on a separate sheet)

**Surface drainage**

Storm sewer   
Ditch   
Other (please check and explain on a separate sheet)

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**V. Use of the subject land**

9. Date the subject land was acquired by the current owner: \_\_\_\_\_

10. Existing use(s) of the subject land: \_\_\_\_\_

11. Length of time the existing uses of the subject property have continued: \_\_\_\_\_

12. Is there any building or structures on the subject land?

Yes

No

For each existing building and/or structure indicate, the type of building/structure, the setback from front/rear/side lot lines, the height in meters, the dimension or floor area, and the date of construction. *Use the table at the end of this form.*

13. Are any building or structure proposed on the property?

Yes

No

For each proposed building and/or structure indicate, the type of building/structure, the setback from front/rear/side lot lines, the height in meters, the dimension or floor area. *Use the table at the end of this form.*

14. Proposed use(s) for the property:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. Is the application subject of an application under the Act for approval of a plan of subdivision or a consent?

Yes  File Number: \_\_\_\_\_

No

Unknown

**VI. Application made under the Planning Act**

*If you are applying for:*

- A Zoning By-law Amendment, **fill out section A.**
- A Minor Variance/Permission, **fill out section B.**

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**A. Zoning By-law Amendment**

16. Indicate the nature and extent of the rezoning requested.

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17. Indicate the reason why the rezoning is requested.

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18. If known, indicate whether the subject land has ever been the subject of an application under section 34 of the Planning Act (Zoning By-law Amendment).

- Yes
- No

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***B. Minor Variance/Permission***

19. Indicate the nature and extent of the relief from Zoning By-law.

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20. Indicate the reason why the proposed use cannot comply with the provisions of the zoning By-law.

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21. If known, indicate whether the subject land has ever been the subject of an application under section 45 of the Planning Act (Minor variance/permission).

- Yes
- No

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**VII. Sketch of the proposal**

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

*The drawing should show:*

- a. *The boundaries and dimensions of the subject land.*
- b. *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 yard lot line, rear yard lot line and the side yard lot lines.*
- c. *The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.*
- d. *The current uses on 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 unopen road allowance, a public traveled road, a private road or a right of way.*
- f. *The location and nature of any easement affecting the subject land.*

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**VIII. Owner's authorization if the owner is not the applicant**

*(If affidavit (j) is signed by an agent, the owner **must** fill and sign this authorization)*

I(we), \_\_\_\_\_  
Of the (Name of the municipality), \_\_\_\_\_  
in the district of/regional Municipality of/County of/ \_\_\_\_\_  
solemnly declare that (Name of agent) \_\_\_\_\_  
is authorized to submit this application in my (our) name.

\_\_\_\_\_  
*(Signature of owner(s))*

\_\_\_\_\_  
*(Date)*

**IX. Affidavit**

*(This affidavit **must** be signed in the presence of a commissioner)*

I(we), \_\_\_\_\_  
Of the (Name of the municipality), \_\_\_\_\_  
in the district of/regional Municipality of/County of/ \_\_\_\_\_  
solemnly declare that all the statements contain in this application and all the supporting documents are true, and I(we) make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, by virtue of the "Canada Evidence Act".

**DECLARED** before me at the \_\_\_\_\_  
In the \_\_\_\_\_  
this (date) \_\_\_\_\_

\_\_\_\_\_  
*(Signature of owner(s) or agent)*

\_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(Signature du Commissaire)*

\_\_\_\_\_  
*(Date)*



