



**APPLICATION FOR AMENDMENT
TO OFFICIAL PLAN AND /OR ZONING BY-LAW**

APPLICATION FORM

Chairman and Members
Smooth Rock Falls Planning Board
P.O. Box 249
SMOOTH ROCK FALLS, Ontario
POL 2BO

Attention: Véronique Dion
Secretary-Treasurer

Dear Chairman and Members of Planning Board:

The undersigned hereby applies to the Smooth Rock Falls Planning Board for an amendment to the Official Plan and/or Zoning By-Law for the lands shown in Appendix 1 hereto.

Enclosed herewith is a certified cheque in the amount of \$....., payable to the Town of Smooth Rock Falls, for the cost of processing these Applications(s).

NOTE: The following is to be completed by the Applicant.

1. APPLICANT AND OWNERSHIP INFORMATION

(1) APPLICANT'S NAME:

POSTAL ADDRESS

.....

TELEPHONE:

E-MAIL:

(2) APPLICANT' INTEREST IN SUBJECT LANDS

REGISTERED OWNER (?) **PROSPECTIVE PURCHASER (?)**

MORTGAGE/MORTGAGEE(?) **NEIGHBOURING OWNER (?).....**

ANY OTHER INTEREST (?)

NOTE: The Applicant, if not the registered owner, must attach a letter from the registered owner authorizing this Application

REGISTERED OWNER' NAME:

POSTAL ADDRESS:

.....

TELEPHONE:

E-MAIL:

2. DESCRIPTION OF SUBJECT LANDS

(1) LOCATION: Lot(s) Concession(s).....Township.....

On theSide ofStreet,

Between.....and.....Streets.

If available: Lot(s).....Registered Plan No.....

Or: Part(s).....Reference Plan.....

(2) TOTAL AREA:

(3) NAME AND WIDTH
OFABUTTING ROAD(S):

(4) IF NO ROAD ACCESS IS PROPOSED, PROVIDE A DESCRIPTION
AS TO WHERE AND HOW ACCESS IS TO BE PROVIDED: (provide a
copy of any agreement for access to a boat launch etc. and the distance
between the launch and the subject land)

(5) DATE SUBJECT LANDS ACQUIRED:

3. OFFICIAL PLAN

(1) PRESENT LAND USE DESIGNATION:

(2) LAND USE DESIGNATION REQUESTED:

DOES THE REQUEST Add....., change, .delete, .or replace....a test policy of the Official Plan. Section No.....

REASONS FOR RQUESTED CHANGE: (give detailed description, including any file number for any applicable application)

4. **ZONING BY-LAW**

(1) PRESENT ZONING:

(2) ZONING REQUESTED:

(3) REASONS FOR REQUESTED CHANGE: (give detailed description, including any file number for any applicable application).

5. **PROVINCIAL POLICY STATEMENT AND PROVINCIAL PLANS**

Is this proposed Official Plan amendment consistent with the policies of the Provincial Policy Statement 2005, YES.....? NO.....

Is the subject land within an area of land designated under any provincial plan(s). YES.....NO..... If the answer is yes, please name the plan(s).

6. **USES OF SUBJECT LANDS**

1 EXISTING LAND USES AND DATES ESTABLISHED: (give description, including any home industry, rural home occupation, home occupation or home industry. Describe all buildings and structures on the subject land including the date they were built and how long they have been continuous use on the (site)

2 PROPOSED LAND USES: (give description including any home industry, rural home occupation, home occupation or home industry. Describe all buildings and structures to be built.

7. LOT DETAIL INFORMATION

When a plan of subdivision is proposed, the following items (a) to (0) need not be completed, as this information shall be shown on the Plan.

	EXISTING	PROPOSED
(a) LOT AREA (square meters)
(b) LOT FRONTAGE (meters)
(c) LOT COVERAGE (%)
(d) REQUIRED YARDS, FRONT (meters)
EXTERIOR (meters)
INTERIOR (meters) one side
Other side
Accessory
REAR (meters)
(e) BUILDING HEIGHT, MAIN (meters)
ACCESSORY (meters)
(f) DWELLING HOUSES PER LOT
(g) DWELLING UNITS PER LOT
(h) DWELLING UNIT AREA (square meters)
(i) LANDSCAPING AREA (% of lot coverage)
(j) PARKING SPACES, RESIDENTIAL
NON-RESIDENTIAL
(k) BUILDING SEPARATION (meters)
(l) PLAY FACILITY AREA (square meters)
(m) PRIVACY YARD WIDTH (meters)
(n) HABITABLE ROOM WINDOW DISTANCE		
(Apartment building only)		
To side line
To rear lot line
(o) DRIVEWAY WIDTH (meters)
(p) ENTRANCE SETBACK (meters)
(q) OPEN STORAGE
(r) LEASABLE FLOOR AREA (Commercial only)		
(square meters)
(s) SEP. DIST. BETWEEN AGRICULTURAL USES AND NON-AGRICULTURAL USES

8. **SERVICING**

	TYPE CONNECTED (Private or Municipal)	AVAILABLE	APPROVED (By Whom)	
Water
Sanitary Sewer
Road
Storm Sewer

If the septic system has more than 4,500 litres of effluent per day as a result of this development, please attach a Servicing Options Report and a Hydro Geological Report.

9. **ACTIVE APPLICATIONS ON SUBJECT LAND**

Consent Application File No..... Status on File.....
Subdivision Application File No..... Status on File.....
Zoning By-law Amendment Application..... Status on File.....

10. **ACTIVE APPLICATIONS WITHIN 120 METRES OF SUBJECT LAND**

Consent Application File No..... Status on File.....
Subdivision Application File No..... Status on File.....
Zoning By-law Amendment Application..... Status on File.....

11. **SUPPLEMENTARY INFORMATION**-(to be attached to this application)

APPENDIX 1 – LOCATION PLAN:

Three (3) copies of a location plan, drawn to an appropriate scale, property dimensioned and showing thereon:

- (i) boundaries of subject lands;
- (ii) existing uses on the subject lands; and
- (iii) existing uses of all lands within 120.0 meters of subject lands

APPENDIX 2 – SITE PLAN OR SUBDIVISION PLAN:

Three (3) copies of a site plan survey drawn to an appropriate scale, properly dimensioned and showing thereon:

- (i) boundaries of subject lands, together with dimensions of existing and proposed lots;
- (ii) existing and proposed grades of the subject lands (define grades by contour lines or spot elevations);
- (iii) location of all easements;
- (iv) location and dimensions of all existing buildings, structures and uses;
- (v) location and dimensions of all proposed buildings, structures and uses;
- (vi) location and dimensions of all proposed yards, parking areas, sight triangles, planting strips, loading spaces, play facilities, privacy yards, open storage and yard encroachments;
- (vii) location of any established building line; and
- (viii) location of all natural and artificial features.

-OR-

Three (3) copies of a plan of subdivision, prepared in accordance with the provisions of the Planning Act, may be substituted for the site plan.

12. STATUTORY DECLARATION

I, of solemnly declare that:
all above statements and the information contained in all of the Appendices transmitted herewith 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 by virtue of the Canada Evidence Act.

Signature of Application

DECLARED before me at the of in the of
..... this day of,

a Commissioner, etc

APPLICATION FOR AMENDMENT TO ZONING BY-LAW
INFORMATION SHEET FOR APPLICANT

1. COMPLETION OF APPLICATION

Every application must be completed in triplicate. All applicable information requested on the application form must be provided before the application will be considered as complete by Planning Board, in accordance with the provisions of the Planning Act, R.S.O. 1990, as amended, and the Regulations passed thereunder.

2. DEPOSIT REQUIRED

Every application for an amendment to the Official Plan must be accompanied by a certified cheque in the amount of _____ dollars (\$____), and/or for the Zoning By-law in the amount of _____dollars (\$____), payable to the Town of Smooth Rock Falls, for the cost of processing the applicable application(s).

3. LOCATION PLAN REQUIRED

Every application must be accompanied by three (3) copies of APPENDIX 1- LOCATION PLAN.

4. SITE PLAN OR SUBDIVISION PLAN REQUIRED

Every application for an amendment to the Zoning By-law must be accompanied by three (3) copies of APPENDIX 2 – SITE PLAN OR SUBDIVISION PLAN.

5. ADDITIONAL INFORMATION

Additional information shall be furnished by the Applicant at the request of the Planning Board, in accordance with the provisions of the Planning Act, R. S. O. 1990, as amended., or the Regulations passed thereunder. Along with this request, your application may be returned and require re-submission when this information is received. Your application will not be considered received until all information requested has been provided.

6. PROVINCIAL POLICY STATEMENT

The Municipality will undertake its own review of this application in relation to its consistency with the Provincial Policy Statement 2005 and determine if compliance has been met. Any application which is not consistent with the Statement will be returned to the Applicant.

7. DECLARATION REQUIRED

The contents of the application and appendices must be validated by the Applicant in the form of a statutory declaration before a Commissioner or other person empowered to take affidavits. If this has not been provided, the application will be returned to the Applicant.

**APPLICATION FOR AMENDMENT
TO OFFICIAL PLAN AND/OR ZONING BY-LAW**

OFFICE RECORD

APPLICATION NO.: O.P.A. 20.....-..... Z.B.A. 20.....-.....

		DATE	INITIALS
(1)	APPLICATION RECEIVED:
(2)	APPLICATION ACKNOWLEDGED:
(3)	CHECKED FOR COMPLETENESS
(4)	RETURNED TO APPLICANT FOR FURTHER INFORMATION:
(5)	RECEIVED ADDITIONAL INFORMATION REQUESTED:
(6)	PLANNING BOARD MEETING TO CONSIDER PROCESSING APPLICATION:
	PLANNING BOARD DECISION:	(attach copy of Resolution)	
(7)	APPLICANT NOTIFIED AMENDMENT(S) PROCEEDING:
(8)	APPLICATION SENT TO CONSULTANT:
(9)	PLANNING BOARD ADVISED BY CONSULTANT OF APPROPRIATENESS OF AMENDMENT(S):
(10)	DRAFT AMENDMENT(S) RECEIVED FROM CONSULTANT:
(11)	CONSULTANT CIRCULATES DRAFT AMENDMENT(S) TO APPROPRIATE AGENCIES FOR COMMENT:
(12)	COMMENTS ON DRAFT AMENDMENTS FORWARDED TO CONSULTANT:

**APPLICATION FOR AMENDMENT
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OFFICE RECORD CONT'D**

(13) PUBLIC MEETING (S) ADVERTISEMENT DATE:
(attach copy of Advertisement)

(14) IF CIRCULATION REQUIRES REVISED PAGES
AMENDMENT RECEIVED FROM CONSULTANT:

(15) PUBLIC MEETING DATE:

(16) IF FURTHER CHANGES REQUIRES SECOND
PUBLIC MEETING, PLANNING BOARD DECISION:
(attach copy of Resolution)

(17) SECOND PUBLIC MEETING ADVERTISEMENT DATE:

(18) WHERE REVISED PAGES REQUIRED,
AMENDMENT RECEIVED FROM CONSULTANT:

Official Plan Process

(19) PLANNING BOARD MEETING DECISION:
RESOLUTION NO.:
DATE PASSED:
(attach copy of Resolution)

(20) COUNCIL MEETING DECISION:
BY-LAW NO.:
DATE PASSED:
(attach copy of By-law)

(21) NOTICE OF ADOPTION CIRCULATED:
.....

(22) DATE MATERIAL FORWARDED TO MMA&H
.....

(23) APPROVAL DATE FROM MMA&H
(attach a copy of the approval)

**APPLICATION FOR AMENDMENT
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OFFICE RECONRD CONT'D**

If an objection is filed:

(24) OMB FILE NO

(25) HEARING DATE

(attach a copy of the OMB Order)

Zoning By-law Process

(19) PLANNING BOARD MEETING DECISION:

RESOLUTION NO.:

DATE PASSED:

(attach a copy of Resolution)

(20) COUNCIL MEETING DECISION:

BY-LAW NO.:

DATE PASSED:

(attach a copy of By-law)

(21) NOTICE OF PASSING OF BY-LAW CIRCULATED:

(attach copy of Notice)

(22) LAST DAY FOR OBJECTIONS TO BE RECEIVED:

(23) Z.B.A. AFFIDAVIT OF CLERK ISSUED:

(attach copy of Affidavit)

If an objection is filed

(24) NO. OF OBJECTIONS RECEIVED

(25) RECORD OF APPEALS FORWARDED TO O.M.B.

BY CLERK:

(26) O.M.B. FILE NO(S):

HEARING DATE:

(attach copy of OMB Order)