

TOWNSHIP OF ADJALA – TOSORONTIO

Application for an Amendment to the Zoning By-law

COMPLETENESS OF THE APPLICATION

This application form sets out information (e.g. technical information or reports) that will assist the Municipality and others in the planning evaluation of the development proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision and the proposal may be dealt with only on a preliminary basis.

FOR HELP

The Township encourages applicants to meet with Municipal staff to discuss the proposed project prior to spending time in preparing plans and/or completing the application and reports.

A COMPLETE APPLICATION INCLUDES THE INFORMATION LISTED BELOW

If the following information which is needed to review the application is not submitted with the application form and the fee to the Township of Adjala – Tosorontio, the form may be returned to the applicant. Please provide:

- 1 copy of the completed application form and declaration
- If applicable, 10 copies of the draft plan of subdivision or the site plan (1:250 or 1:500) including a key map showing location within the municipality. For large or complicated applications, more copies may be required.
- 1 photographic reduction of each plan or map on an 8 ½" x 11" or 11" x 17" sheet of paper.
- Copies of all supporting technical and background information reports as required by this application form. (This varies with the type and circumstances of an application.) The type of reports and number of copies required should be discussed with Municipal staff prior to submission.
- The applicable fee.
- Completion of the attached list of consultants involved with the project (Appendix 1 – Development Contact Individuals).
- Completion of the attached Cost Acknowledgement Agreement in triplicate and necessary fee.

The information provided will be forwarded to agencies that may have an interest in the application.

Plans are to be drawn in metric units with corresponding imperial units in brackets.

A file number will be issued for each application and should be used in all communications with the Municipality in order to expedite the applications as quickly as possible.

DECLARATION OF INTENT

I/We _____ [owner(s)/applicant/agent] hereby declare that, as required under the Planning Act, Ontario Regulations 504/98, 505/98, 506/98, 507/98 or 508/98 (whichever is applicable), I/we will post the sign provided by the Township of Adjala – Tosorontio on the lands subject to the application in a location that is legible and visible from the roadway and for the required length of time as provided for under the Planning Act (**currently for Zoning By-law Amendments it would be posted 20 days prior to the date of the public meeting**).

I/We also agree to pay to the Township a fee of **\$20.00 non-refundable** for the sign.

(If the Owners of the subject lands are represented by an agent, the agent may pay the fee on their behalf).

NOTE: IF THE SIGN IS NOT POSTED THE REQUIRED AMOUNT OF TIME PRIOR TO THE MEETING, THEN THE COUNCIL MAY CHOOSE NOT TO HEAR THE APPLICATION ON THAT DATE.

(owner/applicant/agent)

(owner/applicant/agent)

Dated the _____ day of _____, 2010.

TOWNSHIP OF ADJALA – TOSORONTIO
APPLICATION FOR AMENDMENT
TO THE ZONING BY-LAW
UNDER SECTION 34 OF THE PLANNING ACT

REQUIRED FEE: \$
RECEIVED:
FILED NO:
ROLL NO:

Please Print in Block Letters and Complete or Check Appropriate Box(es)

1.0 THE AMENDMENT

1.1. Type of Amendment?

Township of Adjala – Tosorontio Zoning By-law []
Township of Adjala – Tosorontio Oak Ridges Moraine Zoning By-law []

1.2. What is the purpose of and reasons for the proposed Amendment(s)?

1.3 Is this a resubmission of a previous zoning application? [] Yes [] No

1.4 Is the application required to implement an alteration to a settlement area boundary, or the establishment of a new settlement area?
[] Yes [] No

1.5 If Yes to 1.4, identify the Official Plan or Official Plan Amendment that supported the alteration or establishment, and give a brief explanation of the purpose.

1.6 Is the application required to remove land from an area of employment?
[] Yes [] No

1.7 If Yes, identify the Official Plan or Official Plan Amendment that supports the removal.

1.8 Does the Official Plan identify the area of this Zoning By-law amendment to be subject to conditions?
[] Yes [] No

1.9 If Yes to 1.8, please explain how the application conforms to the official plan policies relating to zoning with conditions.

2.0 APPLICANT INFORMATION

2.1. Registered Owners(s): (If a numbered company, give name and address of principal owner)

Name:	_____	Phone No. (Home)	_____
Address:	_____	(Business)	_____
	_____	Fax No:	_____
	_____		_____

Applicant(s) (If different from Owner):

Name:	_____	Phone No. (Home)	_____
Address:	_____	(Business)	_____
	_____	Fax No:	_____
	_____		_____

Agent

Name:	_____	Phone No. (Home)	_____
Address:	_____	(Business)	_____
		Fax No:	_____

2.2 Correspondence to be sent to (one only) Owner Applicant Agent

2.3 Name, Address, Phone number of person or company having any mortgage, charge or encumbrance on the property:

3.0 LOCATION OF LANDS

3.1 Legal Description	Lot No. _____	Concession No. _____	Former Township _____
Registered Plan No.	_____		Concession No. _____
Reference No.	_____		Part No. _____
Roll No.	_____		
Street Address:	_____		

4.5 Are there existing buildings or structures on the subject land?
 Yes No If Yes, indicate:

Type of building or structure			Building Dimensions or Floor Area	Building Height
Setbacks (m)	Front Yard	Rear Yard	Side Yard	Opposite Side Yard

Date Constructed (If known):

Type of building or structure			Building Dimensions or Floor Area	Building Height
Setbacks (m)	Front Yard	Rear Yard	Side Yard	Opposite Side Yard

Date Constructed (If known):

4.6 What is the proposed use of the subject land?

4.7 Are buildings or structures proposed for the subject land?
 Yes No If Yes, indicate:

Type of building or structure		Number of Parking Spaces	Building Dimensions or Floor Area	Building Height
Setbacks (m)	Front Yard	Rear Yard	Side Yard	Opposite Side Yard

Type of building or structure		Number of Parking Spaces	Building Dimensions or Floor Area	Building Height
Setbacks (m)	Front Yard	Rear Yard	Side Yard	Opposite Side Yard

4.8 Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified.
Please check the appropriate boxes if any apply.

Use or Feature	On the Subject Land	Within 500 metres of Subject Land, unless otherwise specified (indicate approximate distance)
An agricultural operation, including livestock facility or stockyard		
A landfill		
A sewage treatment plant or waste stabilization		
A provincially significant wetland (Class 1, 2 or 3 wetland)		
A provincially significant wetland within 120 metres of the subject land	N/A	
Flood plain		
A rehabilitated mine ¹ site		
A non-operating mine ¹ site within 1 kilometre of the subject land		
An active mine ¹ site		
An industrial or commercial use, and specify the use(s)		
An active railway line		
A municipal or federal airport		

○ Source: Ministry of Municipal Affairs

¹ Includes pits and quarries

4.9 Has there been an industrial or commercial use on the subject land or adjacent land?
 Yes No Unknown If **Yes**, specify the uses.

4.10 Has the grading of the subject land been changed by adding earth or other material?
 Yes No Unknown

4.11 Has a gas station been located on the subject land or adjacent land at any time?
 Yes No Unknown

4.12 Is there a reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?
 Yes No Unknown

4.13 What information did you use to determine the answers to the above questions?

4.14 If **Yes**, to (4.9), (4.10), (4.11), or (4.12), a previous land use inventory showing former uses of the subject land, or if appropriate the adjacent land is needed. Is the previous use inventory attached? Yes No

4.15 Are the subject lands within an area of the municipality with a pre-determined minimum and maximum density requirement or minimum and maximum height requirements?
 Yes No Unknown

4.16 If Yes to 4.15, what are the requirements?

5.0 SERVICING

5.1 Proposed for the Subject Land: (Check Appropriate Box(es))
 Access: Provincial Highway Municipal road, maintained all year Municipal road, seasonally maintained
 Other public road Right of way Other _____

Describe the parking facilities to be used and the approximate distance of these facilities between the subject land and the nearest public road.

Water Supply: Publicly owned and operated piped water system Privately owned and operated individual well Privately owned and operated communal well
 Lake or other water body Other means (describe)

Sewage Disposal: Publicly owned and operated sanitary sewage system Privately owned and operated individual septic tank^{1,2} Privately owned and operated communal septic system²
 Privy Other means (describe)

¹ A certificat of approval from the Building Department or Ministry of the Environment and Energy submitted with this application will facilitate the review.

² Development utilizing this method of effluent disposal producing more than 4500 litres/day of effluent are required to submit a *servicing options report* and a *hydrogeological report* in support of this application

Storm Drainage: Municipal Sewers Ditches Swales
 Other _____

If access to the subject land is by private road, or if "other public road" or "right of way" was indicated in Section 5.1, please indicate who is the owner of the land or road who is responsible for its maintenance and whether it is maintained seasonally or all year.

5.2 Other Services (Check if the service is available) Electricity School Bussing

6.0 OTHER INFORMATION

6.1. Is there any other information that you think may be useful to the Township and agencies in reviewing this application? If so, explain below or attach on a separate page. For example, if a commercial or industrial use indicate type of building(s) proposed, parking and loading spaces, total floor area, etc.

6.2. Please list the titles of any supporting documents: (e.g. Storm Water Management Report, Environmental Impact Study, etc.)

6.3 Have you made any other application under the **Planning Act**, such as for an official plan amendment, approval of a plan of subdivision, a minor variance, a site plan, or for a consent that involves the land:

- a) That is the subject land Yes No
- b) That is within 120 metres of the subject land? Yes No
- c) If Yes to a) or b), and **if known**, indicate below or attach on a separate page:

Name of the Approval Authority Considering the Application: _____

Type of Application and File No.: _____

Description of the Land that is the Subject of the Application: _____

Purpose of the Application and the Effect of the Application on the Proposed Official Plan Amendment: _____

Status of the Application: _____

6.4 Has the subject land ever been the subject of a Minister's Zoning Order?
 Yes No

6.5 If Yes to 6.4, please indicate the Ontario Regulation number of the order.

6.6 Please attach a brief explanation of how this proposal is consistent with the policy statements issued under subsection 3(1) of the Planning Act R.S.O 1990.

6.7 Does the subject land fall within a designated area under any provincial plan or plans?
 Yes Please List: _____ No

6.8 If Yes to 6.8, does this application conform to the plan(s)?
[] Yes [] No

SKETCH

7.1 The application shall be accompanied by a sketch showing the following:

- The boundaries and dimensions of the subject land;
- The location and size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
 - Are located on the subject land and on land that is adjacent to it, and
 - In the applicant's opinion, may affect the application;
- The current uses of land that is adjacent to the subject land;
- 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;
- If access to the subject land will be by water only, the location of the parking and docking facilities to be used;
- The location and nature of any easement affecting the subject land;
- The boundaries and dimensions of any land owned by the owner of the subject land that abuts the subject land; and
- The approximate distance between the subject land and the nearest Township lot line or landmark, such as a railway crossing or bridge.

8.0 AFFIDAVIT OR SWORN DECLARATION

8.1 Affidavit or Sworn Declaration For Requested Information

I,of the..... in
the make
oath and say (or solemnly declare) that the requested information contained in this application and
that the information contained in the documents that accompany this application in respect of the
above Sections is true to the best of my knowledge.

Sworn (or declared) before me
at the
in the
this.....day of....., 2010

.....
Commissioner of Oaths

.....
Applicant

9.0 AUTHORIZATION

9.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the applicant must be included or the authorization set out below must be completed by the owner.

Authorization of Owner for Agent to Make the Application

I,.....am the owner of the land that is the subject of this application for approval of a plan of subdivision (or a condominium description) and I authorize to make this application on my behalf.

.....
Date Signature of Owner

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 for Agent to Provide Personal Information

I,.....am the owner of the land that is the subject of this application, for a zoning By-law amendment and for the purposes of the **Freedom of Information and Protection of Privacy Act** I authorize, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

.....
Date Signature of Owner

10.0 CONSENT OF THE OWNER

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

Consent of the Owner to the Use and Disclosure of Personal Information

I,....., am the owner of the land that is the subject of this application for approval of an official plan amendment (and zoning By-law amendment) and for the purpose of the **Freedom of Information and Privacy Act** I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the **Planning Act** for the purposes of processing this application.

.....
Date Signature of Owner

11.0 THE COST ACKNOWLEDGEMENT AGREEMENT

11.1 Complete the Cost Acknowledgement Agreement attached as Schedule 1 to this Application Form. Please note the form must be completed in triplicate with the necessary fee accompanying the completed Agreement.

APPENDIX 1

TOWNSHIP OF ADJALA – TOSORONTIO

DEVELOPMENT CONTACT INDIVIDUALS

ROLL NO.:
REGISTERED NO.: 51M-
FILE NO.:
CONSULTANT FILE NO.:

Registered Owner(s):

Address:

Phone No:
Contact Person:

Authorized Agent:

Firm:
Address:

Phone No:
Contact Person:

Planner:

Firm:
Address:

Phone No:
Contact Person:

Ontario Land Surveyor:

Firm:
Address:

Phone No:
Contact Person:

Civil Engineer/Storm Water Management:

Firm:
Address:

Phone No:
Contact Person:

Sanitary Sewage Disposal Designer/Soils Consultant:

Firm:
Address:

Phone No:
Contact Person:

THE CORPORATION OF THE TOWNSHIP OF ADJALA-TOSORONTIO
COST ACKNOWLEDGEMENT AGREEMENT

THIS AGREEMENT made in triplicate as of the _____ day of _____

BETWEEN: _____

hereinafter referred to as the “**OWNER**”
OF THE FIRST PART

-and-

THE CORPORATION OF THE TOWNSHIP OF ADJALA-TOSORONTIO

hereinafter referred to as the “**TOWNSHIP**”
OF THE SECOND PART

WHEREAS the **OWNER** represents that it 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 **OWNER** proposes to develop the said lands;

AND WHEREAS it is recognized that there are a number of legal, planning and engineering issues to be investigated and resolved which will necessitate much time and effort on the part of both the **OWNER** and the **TOWNSHIP**;

AND WHEREAS the **TOWNSHIP** may find it necessary to engage professional services in consideration of the proposal;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the sum of two (\$2.00) dollars now paid by the **OWNER** to the **TOWNSHIP** (receipt whereof is hereby acknowledged), the parties hereto do hereby agree as follows.

1. In this agreement, “expenses” means:
 - (a) all consultant’s fees and disbursements;
 - (b) disbursements incurred while processing the application by Township employees including but not limiting the generality of the foregoing; travel expenses; meal allowances; long distance telephone calls and photocopying;
 - (c) an administration fee of 5% of the disbursements to be added to the Township invoice;
 - (d) a late payment charge if the invoice is not paid within 30 days of the date of the invoice at the rate of 1.25% per month or fraction thereof until paid in full; and
 - (e) such application fees that the **TOWNSHIP** may be put to in respect of the application.
2. The **TOWNSHIP** agrees to review the application and will retain such additional planning and engineering consultants as are necessary to properly evaluate the application.
3. The **OWNER** shall file an initial deposit with the **TOWNSHIP**, upon execution of this agreement, in the amount of **ONE THOUSAND (\$1,000.00) DOLLARS** which shall be credited to the **OWNER’S** account.

DATED at _____ this _____ day of _____.

)
)
)
)
)
)
)

Witness

Per: _____

COST ACKNOWLEDGEMENT AGREEMENT

SCHEDULE "A"

FORMER TOWNSHIP OF _____

TOWNSHIP LOT: _____

CONCESSION: _____

LOT: _____

PLAN: _____

ROLL NUMBER: _____

BETWEEN: _____

DATED _____