

**THE TOWNSHIP OF CARLING
APPLICATION FOR A ZONING BY-LAW AMENDMENT**

Information for Applicants

The Township strongly encourages applicants to consult staff in the Township's Planning Department prior to submission of an application. The Planner can be reached by phone at 705-342-5856 ext. 9183 or by email at rsnowball@carling.ca

Applications will be considered by Council at a regularly scheduled, monthly meeting generally held on the second Tuesday of each month. A complete application must be submitted a minimum of four weeks prior to the Council meeting at which the application could first be considered. Due to the complexity of some applications, Planning staff require sufficient time to undertake a review of the application, conduct a site visit, prepare a Planning report to Council and to fulfill the requirements of the Planning Act with respect to the giving of Notice of a Public Meeting.

Township staff may conduct a site inspection of your property. By submitting this application, you are authorizing the Township to access your property for the purpose of conducting a site inspection. Please note that staff may be unable to perform site visits during the winter months on properties which are accessed by water or by seasonally maintained municipal or private roads. As such, consideration by Council may be delayed until such time as safe access to the property can be obtained.

Council may authorize the circulation of a Notice of Public Meeting for the purpose of providing information, or it may refuse to further consider the application. If Council authorizes that a public meeting be held, Notice will be circulated at least 20 days prior to the Public Meeting, to all properties within 120 metres of the subject property and in compliance with the notice requirements of the Planning Act.

In compliance with Provincial legislation and planning practices, some studies may be required of the subject property to ensure the protection of the environment, protection of health and safety for residents or to determine mitigation measures prior to or as a condition of the request.

Complete Application

All applicable information requested on the application form and the required application fee must be provided before the application will be considered complete and can be scheduled to be considered by Council. The Township will return the application or refuse to further consider the application until the required information has been provided. In the absence of this information, the application may be deemed to be incomplete and it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

Costs

Application for an amendment to the Comprehensive Zoning By-law shall be subject to the Township's Fees By-law 2018-01 as follows:

- | | | |
|------|---|------------|
| i) | Zoning By-law Amendment Application Fee: Major | \$1,089.00 |
| ii) | Zoning By-law Amendment Application Fee: Minor
(submitted as a condition of an approved application for consent) | \$545.00 |
| iii) | Application for the removal of Holding "H" Symbol | \$500.00 |

iv) Zoning By-law Amendment: Deposit

\$500.00

The required application fee shall be submitted to the Township in advance of the Township's review or consideration of the application. Please note: an application is only considered "minor" if it is being applied for as a condition of an approved application for consent. All other applications to amend the Comprehensive Zoning By-law are considered "major".

The application fee does not include any costs which may be incurred for additional public meetings, the processing of objections or any functions relating to an Ontario Land Tribunal (OLT) Hearing.

Costs incurred by the Township for the engagement of professional services in respect of an application, including the time spent processing the application by the Township's Planner, outside planning consultants, environmental consultants, lawyers, surveyors, draftsmen and engineers are not covered by the application fee. These fees are charged against the original deposit submitted with the application. Applicants will be invoiced for the full amount of any accounts rendered by such professionals for the provision of their services, unless at the discretion of the Planner, such an account or any portion thereof is deemed to be an expense of the Township.

Should the costs of professional services incurred exceed that of the original deposit submitted, applicants will be invoiced for the remaining balance. Should the original deposit cover all professional costs, the remaining balance will be refunded to the applicants at the conclusion of the process.



The Corporation of
the Township of Carling

2 West Carling Bay Road
Nobel, ON P0G 1G0
705-342-5856
rsnowball@carling.ca

Application for Amendment to the Comprehensive Zoning By-law

under Section 34 of the Planning Act
R.S.O. 1990, c.P. 13, as amended

OFFICE USE ONLY

Date Received: _____

Complete Application Yes No Application No. _____

Date Accepted: _____

Applicable Fee Paid Yes No

1. Applicant / Agent Information

Name of Applicant / Agent

Address

City _____ Province / State _____ Postal / Zip Code _____

Home Phone No. _____ Business Phone No. _____ Email _____

2. Owner(s) Information

Name of Owner(s)

Address

City _____ Province / State _____ Postal / Zip Code _____

Home Phone No. _____ Business Phone No. _____ Email _____

Please advise to whom all communication should be directed: Owner Applicant / Agent

If known, please provide the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land.

3. Location and Description of the Subject Land

Assessment Roll Number: 4936 - _____ Lot ___ Concession ___ Island No. _____

Registered Plan of Subdivision No. (if any) – Plan No. M- _____ Lot No. _____

Reference Plan No. (if any) – Plan No. 42R- _____ Part No. _____ Parcel No. _____

Civic Address _____

Dimensions of Subject Property

Depth (metres) _____ Frontage (metres) _____ Lot Area (hectares) _____

4. Purpose of the Application

What is the existing zoning of the subject land?

What is the nature and extent of the rezoning being requested?

What are the reasons for the proposed rezoning?

5. Land Use

What is the current Official Plan designation of the subject land? _____

How does this application conform to the policies of the Township's Official Plan?

Is the application consistent with the Provincial Policy Statements issued under subsection 3(1) of the Planning Act? Yes No

If Yes, explain how: _____

Is the subject property within an area of land designated under any Provincial plan or plans?

Yes No

If yes, does the application conform to or not conflict with the applicable Provincial plan or plans?

Yes No

What are the existing uses of the subject land? _____

How long have the existing uses continued? _____

What are the proposed uses of the subject land? _____

6. History of Land

When was the subject land acquired by the current owner? _____

Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?

If YES and if known, provide the application number and the decision made on the application.

Has the subject land ever been the subject of an application under Section 34 of the Planning Act?

Yes No Unknown

Has the subject land ever been the subject of a Minister's Zoning Order? If known, please provide the Ontario Regulation number of the Zoning Order.

Yes No Unknown Ontario Regulation Number _____

7. Service Information (check appropriate box)

Access

- Provincial Highway
 Municipal road, maintained all year
 Municipal road, maintained seasonally
 Other public road
 Right-of-way
 Water access (see below)

If access to the subject land is by private road, or if by “other public road” or “right-of-way”, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year.

If access to the subject land is by water, describe the parking and docking facilities and the approximate distance of these facilities from the subject land and the nearest public road.

Water

- Privately owned and operated individual well
 Lake
 Privately owned and operated communal well
 Other means _____

Sewage Disposal

- Privately owned and operated individual septic system
 Privy
 Privately owned and operated communal septic system
 Other means _____

Storm Drainage

- Sewers
 Ditches
 Swales
 Other means _____

Please provide a copy of the septic permit or certificate of approval for the existing septic system on the property, if applicable. Pursuant to the Planning Act, 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 may be requested to provide the Township with a servicing options report and a hydrogeological report.

8. Buildings and Structures (on or proposed for the subject land)

EXISTING – List all existing buildings and structures					DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	Date of Construction	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side

PROPOSED – List all proposed buildings and structures					DISTANCE FROM LOT LINES (metres)			
Building / Structure Type	Date of Construction	# of Storeys / Height	Ground Floor Area (m ²)	Total Floor Area (m ²)	Front	Rear	Side	Side

9. Plans (to assist in the preparation of plans, please refer to the attached sample sketch)

Please include a site plan of the property drawn to an appropriate scale based on a true survey showing:

- i) the boundaries and dimensions of the subject lands;
- ii) the location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings and structures from the front yard lot line, rear yard lot line and the side yard lot lines;
- iii) 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;
- iv) the current uses on land that is adjacent to the subject land;
- v) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way;
- vi) if access to the subject land is by water only, the location of the parking and docking facilities to be used;
- vii) the location and nature of any easement affecting the subject land.

Additional information, including architectural drawings and elevations, shall be furnished by the applicant at the request of the Township.

10. Public Consultation

Describe your proposed strategy for consulting with the public with respect to the application.

11. Other Information

Is there any other information that you think may be useful to the Township in reviewing this application? If so, explain below or attach a separate page.

12. Affidavit or Sworn Declaration

Dated at the _____ this _____ day of _____, 20_____	
I, _____ of the _____ in the	
County/District/Regional Municipality of _____ solemnly declare that all the statements contained in this application 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 and by virtue of the <u>CANADA EVIDENCE ACT</u>	
DECLARED BEFORE ME at the _____ of _____	
in the _____ of _____ this _____ day of _____, 20_____.	
_____	_____
A Commissioner of Oaths	Signature of Owner or Authorized Applicant / Agent

13. Authorizations

Authorization of Owner(s) for Agent to Make the Application

If the applicant is not the owner of the land that is the subject of this application, authorization for the agent to make this application, as set out below, must be given. Alternatively, written authorization can be provided on a separate form and submitted with this application. Authorization must be provided by all registered owners of the subject property.

I/We, _____, am/are the owner(s) of the land that is the subject of this application and I/we authorize _____ to make this application on my/our behalf.

Date _____	Signature of Owner _____
Date _____	Signature of Owner _____
Date _____	Signature of Owner _____

Authorization of Owner(s) for Agent to Provide Personal Information

If the applicant is not the owner of the land that is the subject of this application, authorization for the agent to provide personal information, as set out below, must be given. Alternatively, written authorization can be provided on a separate form and submitted with this application. Authorization must be given by all registered owners of the subject property.

I/We, _____, am/are the owner(s) of the land that is the subject of this application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I/we authorize _____ as my/our agent for this application to provide any of my/our personal information that will be included in this application or collected during the process of the application.

Date _____	Signature of Owner _____
Date _____	Signature of Owner _____
Date _____	Signature of Owner _____

14. Consent of the Owner(s) to the Use and Disclosure of Personal Information

All registered owners of the subject property must provide their consent concerning the disclosure of personal information, as set out below.

I/We, _____, am/are the owner(s) of the land that is the subject of this application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I/we 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 _____

Date _____

Signature of Owner _____

Date _____

Signature of Owner _____

Sample Site Plan

