



AUGUSTA TOWNSHIP

Application to Amend the Official Plan

Application to Amend the Zoning By-Law

PLEASE READ BEFORE COMPLETING THIS APPLICATION

This application reflects the mandatory information that is prescribed in the Schedules to Ontario Regulations 543/06 and 545/06 made under the Planning Act, RSO, 1990, as amended. In addition to completing this form, the Applicant will be required to submit the appropriate fee, a detailed site plan and any additional information or studies that may be necessary to assess the proposal.

Failure to submit the required information will delay the consideration of this Application. An application which is not considered complete under the Planning Act is not subject to the timelines of the Act. Applicants are encouraged to consult with the Municipality prior to completing the application.

Please Print and Complete or (√) Appropriate Box(es)

Date of Application: _____

1. Applicant Information

1.1 Name of Owner(s)

NOTE: An owner’s authorization is required in Section 13, if the application is not the owner.

Name of Owner(s)	Home Phone
Address	Postal Code
Email	Cell Phone
Business Phone	Fax



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1.2 Agent/Applicant

Name of the person who is to be contacted about the application if different than the owner (this may be a person of firm acting on behalf of the owner. See Section 13).

Name of Owner(s)	Home Phone
Address	Postal Code
Email	Cell Phone
Business Phone	Fax

1.3 Indicate the contact for this application

(check one please)

- Owner
 Applicant/Agent
 All

FOR OFFICE USE ONLY

Date Application Received _____

Date Application Deemed to be Complete _____

2. Location of the Subject Land

(Complete applicable boxes in 2.1)

2.1

Civic Address (Mailing Address)	Postal Code
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Concession Number(s)	Lot Number(s)	Registered Plan No.	Lot(s)/Block(s)
Reference Plan No.	Part Number(s)	Parcel Number(s)	Former Township



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Assessment Roll No.

2.2 Are there any easements or restrictive covenants affecting the subject land?

- No Yes

If yes, describe the easement or covenant and its effect.

3. Names and addresses of any mortgages, holders of charges or other encumbrancers of the subject lands (attach separate page if required).

4. Description of the property and servicing information (Complete each section using metric units only).

4.1 Dimensions

Lot Frontage - Street Side (m)	Lot Frontage - Water Side (m)	Lot Depth (m)	Lot Area (ha)

4.2 Access

(Check appropriate box and state road name)

- Provincial Highway (#) _____
- Municipal Road, maintained year-round _____
- Municipal Road, seasonally maintained _____
- County Road (#) _____
- Private Road _____
- Right of Way _____
- Water Access _____



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4.3 If water access only, describe the location of parking and docking facilities to be used and the distance from the subject lands. Indicate whether parking is public or private.

4.4 Water Supply

(Check appropriate box for type of service proposed)

- Publicly owned and operated piped water system
- Privately owned and operated piped water system (communal)
- Drilled well
- Sand point
- Lake or other water body
- Other means (please state) _____
- Water service not proposed

4.5 Sewage Disposal

(Check appropriate box for type of service proposed)

- Publicly owned and operated sanitary sewage system
- Privately owned and operated individual septic system*
- Privately owned and operated communal septic system *
- Privy
- Holding Tank
- Other (please state) _____
- Sewage disposal service not proposed

*If either of these items checked, please see Section 4.8.



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4.6 Other Services

(Check if the service is available)

- Electricity
- School bussing
- Garbage collection

4.7 Storm Drainage

(Indicate the proposed storm drainage system)

- Storm sewers
- Ditches
- Swales
- Other (please state) _____

4.8 Where development will produce more than 4500 litres of effluent a day, applicants are required to submit a servicing options report and a hydrogeological report.

- Title and date of servicing options report:

- Title and date of hydrogeological report:

5. Planning Information

5.1 Official Plan (current) Land Use designation(s) of subject land:

5.2 Provide an explanation of how application conforms to the Official Plan:



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5.3 If an Official Plan Amendment is being requested, will the change:
(check all appropriate boxes)

Replace or delete an existing policy(ies). If yes, list all policy sections affected

Change of land use designation on a property(ies). If yes, what is the proposed land use designation or designations

Alter the boundary of settlement area (i.e. town, village, hamlet). If yes, name the settlement area and provide sketch of area affected. Name of settlement area:

(NOTE: If applicants are requesting a change to a policy, they are required to provide the proposed text of the policy(ies). If applicants are requesting a change to a Land Use Schedule, they are required to provide a map or schedule showing the proposed new land use designation for the affected property(ies).)

5.4 Reason why official plan amendment is being requested

5.5 Existing Zoning on subject lands

5.6 Zoning requested

5.7 Reason why rezoning is being requested

6. Description of subject land

6.1 Frontage on street side (m) _____ Frontage on water side (m) _____

6.2 Lot Depth (m) _____

6.3 Lot Area _____ ha _____ m²



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7. Settlement Area Boundary

7.1 Does this application propose to change the boundary of a settlement area (e.g. town, village or hamlet)

No Yes If yes, provide description:

8. Employment Area

8.1 Will this application remove land from a designated employment area?

(Check appropriate box)

- Converts all or part of a commercial, industrial or institutional building to a residential use.
- Converts a brownfield site to a residential use
- Application is for a residential use on land designation for a commercial, industrial or institutional use
- Does not remove any employment land

9. Existing Use(s) of Property

9.1 State all existing use(s) of the property

(Check appropriate box(es))

- Residential
- Commercial
- Industrial
- Institutional
- Agricultural
- Vacant
- Mixed Use (Please state) _____
- Other (Please state) _____



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List all existing buildings and structures (including accessory buildings and structures on the property by completing the following table

(If more than 5 buildings or structures, please use separate page to provide description)

Item	Building or Structure #1	Building or Structure #2	Building or Structure #3	Building or Structure #4	Building or Structure #5
Existing type or use for each building and structure					
Height (m)					
Setback from front lot line (m)					
Setback from rear lot line (m)					
Setback from side lot line one side (m)					
Setback from side lot line - other side (m)					
Setback from shoreline (m)					
Dimensions (m) or floor area (m ²)					
Year Building or structure constructed					

9.2 How many existing parking spaces are provided on the subject land?

_____ spaces.

9.3 State the existing use of land on abutting properties

North _____

South _____

East _____

West _____



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10. Proposed use of property

10.1 State proposed use(s) of the property

(Check appropriate box(es))

- Residential
- Commercial
- Industrial
- Institutional
- Agricultural
- Vacant
- Mixed Use (Please state) _____
- Other (Please state) _____



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10.2 List all proposed buildings and structures to be constructed on the property by completing the following Table

(If more than 5 buildings or structures, please use separate page to provide description)

Item	Building or Structure #1	Building or Structure #2	Building or Structure #3	Building or Structure #4	Building or Structure #5
Existing type or use for each building and structure					
Height (m)					
Setback from front lot line (m)					
Setback from rear lot line (m)					
Setback from side lot line one side (m)					
Setback from side lot line - other side (m)					
Setback from shoreline (m)					
Dimensions (m) or floor area (m ²)					
Year Building or structure constructed					

10.3 Indicate the number of additional parking spaces to be provided?

_____ spaces



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10.4 Are there any uses or features on the subject land or within 500 m of the subject property, unless otherwise specified.

Complete Table:

Use or feature	On the subject Land	Within 500 m of subject land, unless otherwise specified (indicate approximate distance)
An agricultural operation including livestock facility (i.e. barn) or manure storage facility		
A landfill site (active or closed)		
A sewage treatment plant or sewage lagoon		
An industrial use		
A licensed pit or quarry or an aggregate reserve		
An operating mine		
A non-operating mine or mine hazard within 1 km of the subject lands		
An active rail line		
A municipal or federal airport		
A flood plain		
A natural gas or oil pipeline		
A hydro easement		
A provincially significant wetland (within 120 m)		
A designated heritage building, historic site or cemetery (within 100 m)		

11. History of the Subject land

11.1 Has the subject land ever been the subject of an application for approval of a previous official plan or zoning amendment?

Yes No Unknown

If yes, provide the details and decision of the previous application:



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11.2 If this application is a re-submission of a previous application, describe how it has been changed from the original application.

11.3 Provide the date when the subject land was acquired by the current owner

11.4 Provide the length of time that the existing uses of the subject land have continued (Proof may be required).

Year since current uses have continued: _____

12. Simultaneous Applications

12.1 Is the subject land or any land within 120 m of the subject land subject of any other planning applications at this time?

Yes No

If yes, indicate the type and file number (i.e. consent, subdivision, minor variance, site plan control):

Please complete the following Table:

Item	Application # 1 (type)	Application # 2 (type)	Any land within 12 m of the subject land:
File Number			
Name of approval authority considering application			
Land affected by application			
Purpose			
Status			
Effect on requested amendment			



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13. Authorization

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

AUTHORIZATION OR OWNER FOR AGENT TO MAKE THE APPLICATION

I, _____, am the owner of the land that is the subject of this application and I authorize _____ to make this application on my behalf.

Date

Signature of Owner

13.2 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 MAKE THE APPLICATION

I, _____, am the owner 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 authorize _____ as my agent for this application, to provide any of my personal information that will be used in this application or collected during the processing of the application.

Date

Signature of Owner



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13.3 Consent of the Owner

Complete the consent of the owner concerning personal information 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 and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or 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

14. Additional Studies or Information

Additional studies or information may be required by the Municipality to support the application. The application may not be considered a complete application unless these studies have been completed. Applicants are advised to pre-consult with the Municipality to determine what additional studies or information is required.

List of Additional Studies or information required by the Municipality:

- _____
- _____
- _____
- _____
- _____
- _____

(NOTE: LIST TO BE PROVIDED BY MUNICIPALITY)



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15. Declaration

NOTE: ALL APPLICANTS SHALL ENSURE THAT A “COMPLETE APPLICATION” UNDER THE PLANNING ACT HAS BEEN MADE BEFORE COMPLETING THIS DECLARATION

- 1. I hereby declare that this application is consistent with the policy statements issued under subsection 3(1) of the Planning Act.
- 2. I hereby declare that this application conforms or does not conflict with any provincial plan or plans.
- 3. I hereby declare that the information contained in this application and on the attached plan and any associated information submitted with this application are, to the best of my knowledge, a true and complete representation of the purpose and intent of this application.

Sworn (or declared) before me

At the _____

in the _____

this _____ day of _____, 20_____

Commissioner of Oaths

Applicant or Agent



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16. Site Plan

A site plan shall be submitted with this application that provides the following information.

- The boundaries and dimensions of the subject land;
 - The location size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, the rear lot line, each side yard lot line and the shoreline of any water body, where applicable;
 - The approximate location of all natural and artificial features such as railways, roads, water body, drainage ditches, wetlands, wooded areas, wells and septic tanks, all easements, flood plain, organic (muck) soils or leda clay;
(NOTE: these features must be shown for both the subject land and on any adjacent lands where these features may affect the application.)
 - The current use 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 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;
 - North arrow and scale;
 - Other (as indicated by Municipality)
-