



Corporation of the Township of Alberton

OFFICIAL PLAN AMENDMENT APPLICATION FORM

Information and Material to be provided under Subsection 22(4) of the Planning Act

Office Use Only			
File Number: _____	Property Roll Number: 59-11-000-000-	-0000	
Date Submitted: _____	Date Deemed Complete: _____		
Application Fee: _____	Related File Number(s): _____		

1. APPLICANT INFORMATION:

PRIMARY CONTACT:

All communication will be directed to the Primary Contact only.

1.1 Applicant's Name

Authorized Signatory for Applicant's Company

Mailing Address

Telephone Number: _____

Fax Number: _____

1.2 Agent's Name (if applicable)

Agent's Firm Name (if applicable)

Mailing Address

Authorization Letter from Owner Attached:

Yes No

Telephone Number: _____

Fax Number: _____

1.3 Registered Property Owner(s):

(List all owners and contact information if there are multiple owners - attach an additional sheet if necessary)

Principal of Owner's Company

same as Applicant information above

set out below

same as Applicant information above

set out below

Registered Owner's Name

Mailing Address

Authorized Signatory for Owner's Company

Telephone Number: _____

Fax Number: _____

Note: If this application is signed by an agent on behalf of an owner-applicant, the owner-applicant's written authorization must accompany the application. If the owner-applicant is a corporation acting without agent, the application must be signed by an officer of the corporation and either the corporation's seal must be affixed or a proper binding statement must be included. If there are multiple owners, all owners must sign the applicable sections of this application and of any supporting documents which require their signatures.

2. PROPERTY INFORMATION:

2.1 Civic Address (fire number & street name): _____

2.2 Property Tax Roll Number: 59-11-000-000- _____

2.3 Legal Description:

Geographic Township (*check one*): ___ Crozier ___ Roddick Parcel / PIN Number: _____

Registered Plan No.: _____ Part Number on Registered Plan: _____

Section or River Range Lot # and part thereof, if applicable: _____

2.4 Property Dimensions:

Frontage: _____ metres Depth: _____ metres Area: _____ hectares

3. PRECONSULTATION:

3.1 Have you preconsulted with the Township on this application prior to submitting it?

Yes

No

3.2 Does the proposed Official Plan amendment apply to lands subject to any aboriginal land claims or subject to a provincial/aboriginal co-management agreement?

Yes Band(s) Involved: _____

No

Unknown

3.3 Have you consulted with Aboriginal Peoples on this request for an Official Plan amendment?

Yes Band(s) Consulted: _____

No

If yes, provide any information you have on the consultation process and the outcome of the consultation. Please explain on a separate page all steps taken and results thereof, and provide copies of relevant documentation, correspondence and contact information, and attach same to this application.

4. OTHER APPLICATIONS:

4.1 Is the subject land, or any land within 120 metres (400 feet) of the subject land, the subject of an application made by the applicant for approval of an Official Plan amendment, Zoning By-Law amendment, or a minor variance?

Yes

No

If yes, and if known, please indicate the application file number(s), location, application status, purpose and the effect of the application on the Official Plan amendment proposed by this application.

5. NATURE OF PROPOSED AMENDMENT

5.1 Does the proposed amendment change, replace or delete a policy in the Official Plan?

Yes No

If yes, indicate the policy(ies) proposed to be changed, replaced or deleted (*list all relevant Section #s - attach a separate sheet, if necessary*):

Does the proposed amendment add a policy to the Official Plan?

Yes No

5.2 Does the proposed amendment change or replace a land use designation in the Official Plan?

Yes No

If yes, indicate the land use designation(s) proposed to be changed or replaced (*attach a separate sheet, if necessary*):

6. REQUESTED OFFICIAL PLAN AMENDMENT

6.1 Existing Land Use Designation:

Current Use of the Subject Land:

6.2 Requested Land Use Designation:

Proposed Use of the Subject Land:

6.3 Is this a site-specific re-designation of a parcel of land in the Official Plan?

Yes No

6.4 Describe the Reason for the Requested Change: (*attach an additional sheet, if necessary*)

6.5 Requested Additional Wording or Change to Existing Wording: (*attach an additional sheet, if necessary*)

7. JUSTIFICATION FOR THE AMENDMENT

7.1 Request for Change in Land Use Designation:

Describe the suitability of the subject land in terms of both physical characteristics and location for the proposed change in land use designation in this area.

Indicate the compatibility of the change in land use designation with the existing uses in the area:

Indicate why there is a need for a change in land use designation in this area:

7.2 Request for Change in Policy:

Describe why the proposed change in policy is more appropriate than the relevant existing policy.

8. RESIDENTIAL HOUSING INFORMATION (if applicable) Not Applicable

	Current		Proposed	
New Construction Proposed:	Yes ___	No ___	Yes ___	No ___
8.1 Number of Units	_____		_____	
8.2 Height of Building:	_____		_____	
8.3 Number of Storeys:	_____		_____	
8.4 Ground Floor Area:	_____ (m ²)		_____ (m ²)	
8.5 Total Floor Area:	_____ (m ²)		_____ (m ²)	
8.6 Proposed Density:	_____ (/ha)		_____ (/ha)	
8.7 Housing Type:	_____		_____	
8.8 Type & Number of Units:	Bachelor:	_____	Bachelor:	_____
	# of Bedrooms:	_____	# of Bedrooms:	_____
	Other (specify):	_____	Other (specify):	_____
	AODA Accessible:	_____	AODA Accessible:	_____
8.9 Parking Spaces:	Indoor:	_____	Indoor:	_____
	Outdoor:	_____	Outdoor:	_____
	AODA Accessible:	_____	AODA Accessible:	_____

8.10 Housing Affordability

For proposed Official Plan amendments that include permanent housing (not seasonal), complete the following table. If lots are to be sold as vacant lots, indicate the lot frontage. Estimated selling price/rent information should be based on present market values/rents.
Example: Semi-detached - 4 units; 1200 sq. ft/25 metres; \$120,000 - \$130,000

Dwelling Unit Type	Number of Units	Unit Size (sq. ft.) and/or Lot Frontage/Unit	Estimated Selling Price/Rent
Detached			
Semi-Detached			
Multiple Attached			
Apartment			
Other Type (specify): _____			

8.11 Is there any other information which may relate to the affordability of the proposed housing, or the type of housing needs served by the proposed Official Plan amendment? If yes, provide additional information in the space below.

9. COMMERCIAL AND INDUSTRIAL INFORMATION (if applicable) Not Applicable

9.1 Building Dimensions (in metres): _____

9.2 Ground Floor Area: _____ (m²)

9.3 Total Floor Area: _____ (m²)

9.4 Mezzanine Level: _____ (m²)

9.5 Building Height: _____ (m)

9.6 Total Parking Spaces: _____

AODA Accessible: _____

9.7 Anticipated Construction Start Date: _____

9.8 Proposed Date of Occupancy: _____

10. SERVICING

10.1 Indicate the proposed sewage disposal system:

(a) public piped sewage system

(b) public or private communal septic system

(c) individual septic system

(d) other (specify): _____

Note: if (b), (c) or (d) above are indicated, then a servicing options statement and/or hydrogeological report may be required.

10.2 Indicate the proposed water supply system:

(a) public piped water system

(b) public or private communal well

(c) individual well

(d) other (specify): _____

Note: if (b), (c) or (d) above are indicated, then a servicing options statement and/or hydrogeological report may be required.

10.3 Indicate the proposed storm drainage system:

- (a) sewers
 (b) ditches or swales
 (c) other (specify): _____

Note: A preliminary stormwater management report may be required.

10.4 Road access will be from:

- (a) Provincial Highway
 (b) Municipal Road
 (c) Right-of-Way
 (d) other (specify): _____

10.5		Type of Servicing	Reports / Information Needed
Sewage Disposal	Publicly owned and operating sanitary sewage system	Municipal confirmation of sufficient uncommitted reserve sewage system capacity to service development proposals at the time of development application is required. The reserve sewage system capacity shall also include treatment capacity for hauled sewage from individual on-site sewage systems.	
	Public communal septic	A servicing options report and hydrogeological report is required where development generating effluent of more than 4,500 litres per day, as a result of development being completed.	
	Privately owned and operated individual septic system	Development of 5 or more lots/units may require a servicing options report and a hydrogeological report. Development generating effluent of more than 4,500 litres per days requires a servicing options and hydrogeological report. Development generating effluent of 4,500 or less per day may require a hydrogeological report.	
	Privately owned and operated communal septic system		
	Privy	Provide detail on location and size of outhouses.	
	Other Means	To be described by applicant.	
Water Supply	Publicly owned and operated piped water system	Municipal confirmation of sufficient uncommitted reserve water system capacity to service development proposal at the time of development application is required.	
	Privately owned and operated individual well	Development of more than 5 lots/units on communal or individual well system may require a hydrogeological report	
	Private owned and operated communal well		
	Lake or other water body	A Permit to Take Water may be required (taking more then 50,000 litres of water per day requires a permit from the Ministry of the Environment).	
	Other means	To be described by applicant.	

11. CURRENT AND PREVIOUS USE OF THE SUBJECT LANDS

11.1 What is the current and previous use of the subject land?

Current Use(s): _____
 All Previous Known Uses: _____

11.2 Current land use(s) carried on since: _____

11.3 Existing Building(s):
 Number: _____
 Number of Storeys: _____
 Height: _____
 Ground Floor Area: _____
 Total Floor Area: _____

11.4 Are any existing buildings designated as being architecturally and/or historically significant?

11.5 Existing land use(s) of surrounding lands:

11.6 Has there been an industrial or commercial use of the subject land or adjacent lands?

Yes

No

If yes, specify the use and the last year of that use: _____

11.7 Has the grading of the subject land been changed by adding earth or other material?

Yes

No

Unknown

11.8 Has a gas station been located on the subject land or land adjacent to the subject land at any time?

Yes

No

Unknown

11.9 Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?

Yes

No

Unknown

11.10 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?

Yes

No

Unknown

11.11 Has the land ever been the subject of an environmental order such as control, stop, preventative, clean-up or prohibition order?

Yes

No

Unknown

11.12 Have you ever been advised either formally or informally by the Ministry of Environment and Energy or another source that the subject land is or may be contaminated?

Yes

No

If yes, explain: _____

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

If YES to 12.6, 12.7, 12.8, 12.9, 12.10, 12.11 or 12.12, a previous use inventory is required which shows all former uses of the subject land or, if appropriate, the adjacent land.

12. PROVINCIAL PLANS

12.1 Is the subject land in the requested amendment covered by a provincial plan(s) such as the Northern Ontario Growth Plan?

Yes No

If Yes, identify which provincial plan(s) and explain the current designation(s) of the subject land (*attach a separate page, if necessary*).

12.2 If yes to 12.1 above, does the requested amendment conform/not conflict with the policies contained in the applicable provincial plan(s)?

Yes No

If yes, please explain (*attach a separate page, if necessary*). Submit a copy of a planning report, if applicable.

12.3 Is the subject land the subject of a proposed amendment to a provincial plan?

Yes No

If yes, what is the applicable provincial plan? Specify the file number and status of the application.

13. PROVINCIAL POLICY

13.1 Is the requested amendment consistent with the Provincial Policy Statement (PPS)?

Yes No

13.2 Explain how the requested amendment is consistent with the PPS (*attach a separate page, if necessary*). Submit a copy of a planning report, if applicable.

13.3 Has a site assessment been carried out by a qualified person to determine if natural heritage features exist on or within 120 metres of the subject land?

Yes No

13.4 Have any studies been completed to assess the impacts of the proposed development on any existing natural heritage features and adjacent lands?

Yes

No

13.5 Appendix 1 is a checklist (not a substitute for the PPS) identifying areas of provincial interest that may apply to the requested amendment. Please check all appropriate boxes in Appendix 1.

14. STORMWATER MANAGEMENT

14.1 The proposed stormwater management would be by: _____
A stormwater management plan is generally needed for large development proposals and should be prepared concurrently with any hydrogeological report, if required.

15. OTHER

15.1 If there is any other information that may be useful to the Township/Ministry in reviewing this application (i.e., efforts made to resolve outstanding objections or concerns), explain below or attach a separate page.

15.2 If applicable, include the original or certified copy of the supporting information and material.

15.3 Include original or certified copy of other information and material that is required to be provided by the Official Plan.

Complete the Application checklist.

Complete the table in Appendix 1.

16. AGREEMENT TO INDEMNIFY

The Owner/Applicant agrees to reimburse and indemnify the Township of all fees and expenses incurred by the Township to process any application, including any fees and expenses, attributable to proceedings before the Ontario Municipal Board or any court or other administrative tribunal, if necessary to defend Council's decision to support this application.

17. APPLICATION FEE:

The required fee for the processing of this application shall be in accordance with the Township's current tariff of fees as set out in By-Law #08/19 and is currently \$5,000.00 plus all consultant and legal fees and costs, advertising costs, disbursements and charges incurred by the Township. A certified cheque for the required amount must accompany the application at the time of submission or the application will not be processed. Is the application fee enclosed?

Yes

No

18. NOTICE OF COLLECTION OF INFORMATION - Freedom of Information and Protection of Privacy Act

Personal information collected on this form is collected under the authority of the *Planning Act*, R.S.O. 1990, as amended, and will be used to assist in making a decision on this matter. All names, addresses, opinions and comments will be made available for public disclosure. Questions regarding this collection should be forwarded to the Township Clerk.

19. APPOINTMENT OF AGENT

I, _____, am the owner of the land that is the subject of this application for Official Plan amendment and, as evidenced by my signature below, I hereby authorize _____ to make this application on my behalf.

I, _____, am the owner of the land that is the subject of this application for an Official Plan amendment and for the purpose 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.

20. AFFIDAVIT OR SWORN DECLARATION FOR THE PRESCRIBED INFORMATION

I, _____, of the _____ of _____, in the _____ of _____, make oath and say (or solemnly declare) that the information contained in this form and the accompanying material (including that prescribed by the Ontario Regulation for Official Plans and Official Plan amendments) is true.

Sworn (or declared) before me
at the _____
in the _____
this _____ day of _____
20__.

_____)
Applicant(s) / Owner(s) (Deponent / Declarant) Signature

Commission of Oaths

If there are multiple owners, all owners must sign the applicable sections of this application and of any supporting documents which require their signatures.