

TOWNSHIP OF GEORGIAN BLUFFS

Application for Official Plan Amendment

GUIDELINES

Introduction: The submission of an application to the Township to amend the Sarawak Township Official Plan (hereinafter referred to as 'Official Plan') is provided for in the Ontario Planning Act and associated Regulations. As such, this form must be complete; this includes being accompanied by the required fee, justification report and site plan, prior to consideration by Council or a Committee of Council. The purpose of these guidelines is to assist persons in completing the application to amend the Official Plan. Should you require clarification on any matter covered by this application form, please contact the Planning Department at the address at the bottom of the page.

Application Fee: Each application must be accompanied by the application fee in the form of a cheque payable to the Township of Georgian Bluffs. This fee shall be used to pay all planning and associated costs with respect to the processing of the subject application; it may not cover attendance at any appeal hearings should that occur.

Authorization: If the applicant (agent or solicitor) is not the owner of the subject land, a written statement by the owner must accompany the application which authorizes the applicant to act on behalf of the owner as it relates to the subject application (See Section H)

Drawing: All applications for an Official Plan amendment must include an accurate to scale drawing (see Question 21), preferably prepared by a qualified professional, showing the items listed below:

1. The land subject to the application including its boundaries and dimensions; and the location and nature of any easements or restrictive covenants which affect the subject land;
2. The uses of adjacent and abutting land (e.g. residential, agricultural, extractive, commercial, industrial, recreational, institutional) ;
3. All abutting lands owned by the owner (if any) and its boundaries and dimensions;
4. The location of all existing, as well as proposed buildings, their uses, widths, lengths, numbers or storeys, and setbacks from street lines and side lot lines.
5. The location of all natural and man-made features on the land (e.g. buildings, structures, fencing, parking areas, road allowances, railways, wells, septic tanks, wooded areas, watercourses, ditches) and the location of any of these features on adjacent or abutting land that may affect this application.

Supporting Information: Please bear in mind that additional information may be required by the municipality, County, local and Provincial agencies in order to evaluate the proposed amendment. The required information may include studies or reports to deal with such matters as environmental impacts, agricultural minimum distance separation, traffic, water supply, sewage disposal, and storm water management.

In addition, the applicant may be required to submit a more detailed site plan, under site plan control, prepared by a qualified professional, showing the proposed development including all new buildings and structures, parking areas, landscaping and other site information as required by the Municipality.

Ontario Regulation 543/06 outlines prescribed information; this is required for an application to be considered complete.

Approval Process: Upon receipt of an application, the required fee and other information as may be required, the Committee of the Whole will determine whether there is sufficient merit in processing the application further (i.e. the circulation of notice and the holding of at least one public meeting as required by the Ontario Planning Act). The applicant will be requested to attend various meetings, including a public meeting, to present the proposal. The applicant will be provided notice of any decision made by Council or a Committee of Council concerning the application. Official Plan amendments are adopted by Council and subsequently approved by the County. There is a 20 day appeal period following the Notice of Decision. Where there is an application for a zoning amendment for the same proposal meetings will generally be held concurrently and a zoning bylaw will only be passed after an Official Plan Amendment has been adopted.

Further Information: Township of Georgian Bluffs
Attention: Planning Department
R.R. #3,
177964 Grey Road 18,
Owen Sound, Ontario
N4K 5N5

Copies: 2copies of this application, with original signatures, including 2 copies of the drawing and other information as may be required/specified, shall be submitted to be considered a complete application.

Phone: (519) 376-2729
Fax : (519) 372-1620

Fee: \$1,200 for Minor Official Plan Amendment (within same designation or to adjust a boundary)

\$1,500 for Major Official Plan Amendment (expansion to hamlet or other settlement designation, change to designation)

TOWNSHIP OF GEORGIAN BLUFFS

Application for Official Plan Amendment

A. GENERAL INFORMATION

1. APPLICANT INFORMATION

a) Registered Owner's Name(s): _____

Address: _____

Phone: Home (____) _____ Work (____) _____ Fax (____) _____

b) Applicant (Agent) Name(s): _____

Address: _____

Phone: Home () _____ Work () _____ Fax () _____

c) Send correspondence To: Owner () Agent (X) Other () _____

2. WHAT AREA DOES THE AMENDMENT COVER?

a) () the "entire" property or

b) () just a "portion" of the property

3. PROVIDE A DESCRIPTION OF THE "ENTIRE" PROPERTY:

Municipal Address: _____

Lot _____ Plan/Concession _____ Part _____ Plan _____

Area: _____ hectares _____ metres _____ metre
 _____ acres _____ feet _____ feet

4. PROVIDE A DESCRIPTION OF THE AREA TO BE AMENDED IF ONLY A "PORTION" OF THE PROPERTY:

Area: _____ hectares _____ metres _____ metre
 _____ acres _____ feet _____ feet

5. WHAT IS THE CURRENT PLANNING STATUS?

Official Plan/Designation: _____ | _____

Zoning: _____

6. LIST CURRENT LAND USES ON SUBJECT LANDS AND SURROUNDING LANDS:

B. EXISTING AND PROPOSED LAND USES AND BUILDINGS

7. **WHAT IS THE EXISTING USE OF THE LAND?**

8. **WHAT IS THE PROPOSED USE OF THE LAND?**

9. **PROVIDE THE FOLLOWING DETAILS FOR ALL BUILDINGS:** *(Use a separate page if necessary)*

	<u>Existing</u>	<u>Proposed</u>
a) Type of Building(s)	_____	_____
b) Main Building Height	_____ (m) _____ (ft.)	_____ (m) _____ (ft.)
c) % Lot Coverage	_____	_____
d) # of Parking Spaces	_____	_____
e) # of Loading Spaces	_____	_____
f) Number of Floors	_____	_____
g) Total Floor Area	_____ (sq.m.) _____ (sq.ft)	_____ (sq.m.) _____ (sq.ft)
h) Ground Floor Area (exclude basement)	_____ (sq.m.) _____ (sq.ft)	_____ (sq.m.) _____ (sq.ft)
i) number of storeys (include basement)	_____	_____

C. EXISTING AND PROPOSED SERVICES

10. **INDICATE THE APPLICABLE WATER SUPPLY AND SEWAGE DISPOSAL:**

	Municipal Water	Communal Water	Private Well	Municipal Sewers	Communal Sewers Septic	Private
a) Existing	()	()	()	()	()	()
b) Proposed	()	()	()	()	()	()

11. **ARE STORM WATER SEWERS PRESENT?** () Yes () No

12. **WHAT IS THE NAME OF THE ROAD (OPEN, MAINTAINED YEAR ROUND PUBLIC STREET) PROVIDING ACCESS TO THE SUBJECT LANDS?** _____

D. OFFICIAL PLAN AMENDMENT

13. **NAME OF OFFICIAL PLAN TO BE AMENDED?** Township of Sarawak OP () Other () _____

14. **WHAT IS THE PURPOSE OF AND REASONS FOR THE OFFICIAL PLAN AMENDMENT?**

Detailed 'Justification' information should be provided in an attached report.

15. **DOES THE PROPOSED OFFICIAL PLAN AMENDMENT DO THE FOLLOWING?**
- | | | | |
|--|---------|--------|-------------|
| Change a policy in the Official Plan | Yes () | No () | Unknown () |
| Replace a policy in the Official Plan | Yes () | No () | Unknown () |
| Delete a policy in the Official Plan | Yes () | No () | Unknown () |
| Add a policy in the Official Plan | Yes () | No () | Unknown () |
| Add or Change a designation in the Official Plan | Yes () | No () | Unknown () |

16. **IF APPLICABLE AND KNOWN AT TIME OF APPLICATION, PROVIDE THE FOLLOWING:**

- a) Section Number(s) of Policy to be Changed () Yes () No
- b) Text of the proposed new policy attached on a separate page? () Yes () No
- c) New designation name: () Yes () No
- d) Map of proposed new Schedule attached on a separate page? () Yes () No

17. **LIST LAND USES THAT WOULD BE PERMITTED BY THE PROPOSED AMENDMENT** (Details should be provided in the justification report):

E. OTHER RELATED PLANNING APPLICATIONS

18. **HAS THE APPLICANT OR OWNER MADE APPLICATION FOR ANY OF THE FOLLOWING, EITHER ON OR WITHIN 120 METERS OF THE SUBJECT LAND?**

- | | | |
|-------------------------|---------|--------|
| Official Plan Amendment | () Yes | () No |
| Zoning By-law Amendment | () Yes | () No |
| Minor Variance | () Yes | () No |
| Plan of Subdivision | () Yes | () No |
| Consent (Severance) | () Yes | () No |
| Site Plan Control | () Yes | () No |

19. **IF THE ANSWER TO QUESTION 18 IS YES, PLEASE PROVIDE THE FOLLOWING INFORMATION:**

File No. of Application: _____

Approval Authority: _____

Lands Subject to Application: _____

Purpose of Application: _____

Status of Application: _____

Effect on the Current Application for Amendment: _____


F. OTHER SUPPORTING INFORMATION

20. **PLEASE LIST THE TITLES OF ANY SUPPORTING DOCUMENTS** (e.g. *Environmental Impact Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate Licence Report, Storm water Management Report, Official Plan Amendment Justification Report, etc.*)

G. APPLICATION DRAWING

21. **ACCURATE, TO SCALE, DRAWING OF PROPOSAL:** *(In the space below or on a separate page(s), please provide a drawing of the proposal, preferably prepared by a qualified professional. In some cases, it may be more appropriate to prepare additional drawings at varying scales to better illustrate the proposal.*

APPLICANT'S NAME: _____ TYPE OF AMENDMENT: _____ DATE: _____



The drawing(s) should show:

- | | | |
|--|-----------------------------------|--------------------------|
| -Property boundaries and dimensions | -Dimensions of area of amendment | -Distance to lot lines |
| -Easements or restrictive covenants | -Building and dimensions | -Neighbouring properties |
| -Neighbouring adjacent land uses | -Parking and loading areas | -Driveways and lanes |
| -Public roads, allowances, right of ways | -Municipal Drains/ Award Drains | -Natural Watercourses |
| -Wetlands, floodplain, wet areas | -Woodlots, forested areas, ANSI's | -North arrow |
| -Other features (bridges, wells, railways, septic systems, springs, slopes, gravel pits) | | |

H. AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER:

If affidavit is signed by Agent/Solicitor on Owner's behalf, the Owner's written authorization, as noted below, must be completed.

I (We) _____ of the _____ of County/Region
of _____ do hereby authorize _____ to act as my agent
with respect to this application.

AFFIDAVIT: *(This affidavit must be signed in the presence of a Commissioner)*

I (we) _____ of the _____ of _____ County/Region
of _____ solemnly declare that all the statements contained in this application are true, and I, (we)
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 to the Canada Evidence Act.

DECLARED before me at the _____ of _____ in the County/Region
_____ this _____ day of _____, 200_ .

Signature of Owner or Authorized Solicitor or Authorized Agent *Date*

Signature of Commissioner *Date Received*

FOR OFFICE USE ONLY

Fee received by the Municipality:

Date _____ *Signature of Employee* _____

Amount \$ _____

Receipt Number _____

Date Application deemed complete: _____

Application Number Assigned: _____

A 'Justification Report' should show how the proposal considers the intent of the Applicable policy including PPS, County and/or Township Official Plan. The following is provided for reference purposes only and may not be definitive depending upon the details of the proposal.

County of Grey Official Plan

In considering an amendment to this Plan, the County will be guided by the basic intent of this Plan and by provincial policies along with:

The need for the proposed change;

- The effect of the proposed change on the demand for services and facilities;
- The implications the amendment may have on other policies of the Plan;
- The impact of the proposed change on the County's ability to achieve the principles and policies expressed in this Plan, or on other County policies, programs and interests;
- The impact of the proposed change on the local Municipalities' ability to achieve the principles and policies expressed in their Official Plans, or on other local Municipal policies, programs or interests; and
- The information and conclusions provided by the monitoring studies completed under Section 6.4.

Township of Sarawak Official Plan

All amendments to this Official Plan shall be processed in accordance with the policies contained within the Plan, with particular attention to Sections 4 and 5, the procedures established by the *Planning Act, R.S.O. 1990*, as amended, Provincial Policy Statements and the following:

- The need for the proposed use/development;
- The availability of alternative locations where permitted by this Official Plan;
- The physical suitability of the land for the proposed use/development, as substantiated by an environmental impact report which shall, where necessary, consider cumulative impacts and sustainability among other pertinent matters;
- The compatibility of the proposed use/development with surrounding land uses;
- The adequacy of existing or proposed services such as water supply, sewage and solid waste disposal, surface and ground water management, roads and traffic safety, fire protection, and energy conservation;
- The potential impacts of the proposed use/development upon the current and future financial and administrative position of the municipality arising from the need for new or extensions to existing, public services. To this end a financial impact assessment may be undertaken;
- Due to either the nature or magnitude of the development proposed, the impacts upon the social character of the communities within the municipality; and
- Surface water management plan indicating on-site and off-site capacity.

Additional studies may be required as necessary to support the proposal.