



The Corporation of the
Township of Algonquin Highlands

APPLICATION FOR ZONING BY-LAW AMENDMENT

Planning Act (R.S.O.), 1990 Sec. 34

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Office Use Only
DATE RECEIVED: _____ FILE NO. AH-ZBA- _____

COMPLETENESS OF THE APPLICATION: *This application forms sets out the information that must be provided by the applicant, as prescribed in the various Ontario Regulations made under the Planning Act. It also sets out other information that will assist the Township and others in their planning evaluation of the 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. If the requested information, including the plans and fee is not provided, the Township will return the application or refuse to further consider the application until the information, plans and fee have been provided.*

Application Fee Schedule:

The applicant is responsible for all costs incurred by the municipality in processing the Minor Variance Application.

Please Include ALL of the Following Documents:

- 1. Application Fee - \$ 600.00
- 2. Completed Application Form.
- 3. Survey showing the proposed buildings or structures, noting all lot dimensions, yards and setbacks.

APPLICATION FORM:

The undersigned hereby applies to Council for the Township of Algonquin Highlands under Section 34 of the Planning Act, for relief, as described in this application from By-Law 03-22.

1. OWNER: _____

ADDRESS: _____

_____ POSTAL CODE: _____

HOME PHONE: _____ BUSINESS PHONE NO. _____

FAX: _____ EMAIL: _____

2. AGENT: _____

ADDRESS: _____

_____ POSTAL CODE: _____

HOME PHONE: _____ BUSINESS PHONE: _____

FAX: _____ EMAIL: _____

3. MORTGAGE HOLDER: _____

4. **Legal Description of Subject Land:**

Roll # _____

Lot: _____ Concession: _____ Plan: _____ Part(s): _____

Geographic Township: _____

911/Civic Address of Property: _____

Present Official Plan Designation: _____

Present Zoning Designation: _____

Proposed Zoning Designation: _____

Existing Land Uses: (Give detailed description) _____

Access to the subject land is by:

- Provincial Highway County Road Year Round Municipal Road
 Seasonal Municipal Road Right-of-Way Water Access

Name of Road _____

If the proposed access is by water, describe the docking and parking facilities to be used on the mainland _____

What is the distance to the mainland? _____

5. Dimensions of Land Affected:

Total Area: _____ Area of Affected Lands: _____

Frontage on Water: _____ Frontage on Road: _____

Average Depth: _____

6. Description of Buildings on Subject Lands:

NUMBER OF BUILDINGS ON SUBJECT LANDS: _____ YEAR OF CONSTRUCTION: _____

USE(S): _____ GROSS FLOOR AREA: _____ HEIGHT: _____

NO. OF STOREYS: _____ DWELLING UNIT AREA: _____ NO. OF PARKING SPACES: _____

NO. OF LOADING SPACES: _____ SETBACKS FROM FRONT LOT LINE: _____

SETBACKS FROM SIDE LOT LINE: _____ SETBACKS FROM REAR LOT LINE: _____

SETBACKS FROM CENTRELINE OF ROAD: _____

7. Existing Uses of Subject Lands:

Length of time existing use has existed: _____

8. Proposed Uses of Subject Lands: (give detailed description)

9. Proposed Buildings for Subject Lands:

USE(S): _____

GROSS FLOOR AREA(S): _____ HEIGHT: _____ NO. OF STOREYS: _____

NO. AND TYPE OF DWELLINGS: _____ DWELLING UNIT AREA: _____

NO. OF PARKING SPACES: _____ NO. OF LOADING SPACES: _____

SETBACKS FROM FRONT LOT LINE: _____ SETBACKS FROM SIDE LOT LINE: _____
SETBACKS FROM REAR LOT LINE: _____ SETBACKS FROM CENTRELINE OF ROAD: _____

The location of all buildings and structures including all yards and setbacks must be shown accurately on the survey illustrating existing locations of all buildings and structures and proposed locations of buildings and structures (please specify distance from side, rear and front lot lines).

10. If the proposed use is residential, please indicate the proximity to community facilities such as schools, parks etc.

11. Date of acquisition of land: _____

12. Date of construction of all buildings and structures on subject land: _____

13. **Existing and Proposed Servicing for the Subject Land:**

Water Supply (state whether existing or proposed)

Sewage Disposal (state whether existing or proposed)

- Drilled Well _____
- Dug Well _____
- Community Well _____
- Lake or River _____
- Other (specify) _____

- Private Septic Tank _____
- Pit Privy _____
- Other (specify) _____

14. Reason(s) for requesting change in Zoning and/or Official Plan designation:

15. Has the land been subject to an application made under the Planning Act for approval of a plan of subdivision or consent? Yes No

If yes, please give the file number and status _____

16. **Supplementary Information:** (to be attached to this application)

Planning staff and/or Council representing the Township may request additional material to enable the municipality to consider the application(s).

(I) KEY PLAN

1 copy of key plan, properly dimensioned and showing thereon:

- (a) boundaries of subject lands;
- (b) existing uses of all lands within 400 feet of the subject lands.

(II) SITE PLAN

1 copy of a site plan drawn to an appropriate scale, properly dimensioned and showing thereon:

- (a) boundaries of subject lands;
- (b) dimensions of all lots;
- (c) location and dimensions of all existing buildings, structures and uses;
- (d) location and dimensions of all buildings, structures and uses proposed on the subject lands together with dimensions of front, side and rear yards and distances between adjacent buildings;
- (e) location and dimensions of all proposed yards, landscaped open spaces, parking

- areas, loading spaces and driveways.
- (f) location of all natural features (watercourses, wetlands, woodlots, etc.) and artificial features (septic tanks, wells, railway lines, pipelines, culverts, etc.) on subject land and adjacent lands;
- (g) summary of site coverage with regard to percentage of building coverage and percentage of landscaped area;
- (h) method of servicing subject land (public water, septic tanks, private wells);
- (i) location, width and name of any roads within or abutting the subject lands, indicating whether it is a public travelled road, an unopened road allowance, private road or right-of-way.

17. Fee Schedule:

(a)	Zoning By-Law Amendment Application Fee	\$1000.00
(b)	Zoning By-Law & Official Plan Amendment Combined Application	\$2000.00

I/We enclose herewith a cheque payable to the Township and agree to pay any further costs and expenses that may be determined by the Council of the Corporation of the Township of Algonquin Highlands. Cash or cheque payable to the Township of Algonquin Highlands shall pay for the Application fee at the time of filing of this application. In the event of withdrawal of the application, OR any surplus amount remaining after payment of all expenses incurred by the Township in processing this application shall be remitted to the applicant. The applicant is required to notify the Township, in writing, of the intent to withdraw the application.

OWNER'S AFFIDAVIT

I, _____

of the _____ of _____ in the

_____ of _____ solemnly declare that all the statements contained in the 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 Canada Evidence Act.

DECLARED before me at the _____)
 _____)
 of _____)
 _____)
 in the _____ of _____)
 _____)
 this _____ day of _____)
 _____)
 200__)

 SIGNATURE OF APPLICANT

 A Commissioner etc.

Authorization of Owner for Agent

As dated, I/We are the registered owners of the lands described herein. I/We have examined the contents of this application, and certify it's correctness insofar as I/We have knowledge of the facts, and concur with the submission to the Committee of Adjustment for the Township of Algonquin Highlands, by my/our agent.

 SIGNATURE OF OWNER

 Date

 SIGNATURE OF OWNER

 Date