

APPLICATION FOR AMENDMENT
TO THE
ZONING BY-LAW
TOWNSHIP OF MATACHEWAN

PN:
DRAFTED:
ADOPTED:

APPLICATION FOR AMENDMENT TO ZONING B-LAW

INFORMATION SHEET FOR APPLICANT

1. COMPLETION OF APPLICATION

Every application must be completed in triplicate. All applicable information requested on the application form must be provided before the application will be considered by Council.

2. DEPOSIT REQUIRED

Every application for an amendment to the Zoning By-law must be accompanied by a certified cheque in the amount of six hundred and fifty dollars (\$650.00), payable to the Township of Matachewan, for the cost of processing the applicable application.

3. LOCATION PLAN REQUIRED

Every application must be accompanied by three (3) copies of APPENDIX 1 - LOCATION PLAN.

4. SITE PLAN OR SUBDIVISION PLAN REQUIRED

Every application for an amendment to the Zoning By-law must be accompanied by three (3) copies of APPENDIX 2 - SITE PLAN OR SUBDIVISION PLAN.

5. ADDITIONAL INFORMATION

Additional information shall be furnished by the Applicant at the request of Council.

6. DECLARATION REQUIRED

The contents of the application and appendices must be validated by the Applicant in the form of a statutory declaration before a Commissioner or other person empowered to take affidavits.

APPLICATION FOR AMENDMENT TO ZONING BY-LAW

APPLICATION FORM

Reeve and Members of Council
Township of Matachewan
P.O. Box 177
MATACHEWAN, Ontario
P0K 1M0

Attention: Mr. Andrew Van Oosten
CAO - Clerk - Treasurer

Dear Reeve Hine and Members of Council:

The undersigned hereby applies to the Council of the Township of Matachewan for an amendment to the Zoning By-law for the lands shown in Appendix 1 hereto.

Enclosed herewith is a certified cheque in the amount of \$ payable to the Township of Matachewan, for the cost of processing this Application.

NOTE: The following is to be completed by the Applicant.

1. APPLICANT AND OWNERSHIP INFORMATION

(1) APPLICANT'S NAME:

POSTAL ADDRESS:

.....

TELEPHONE:

(2) APPLICANT'S INTEREST IN SUBJECT LANDS

REGISTERED OWNER (?)

PROSPECTIVE PURCHASER (?)

MORTGAGOR / MORTGAGEE (?)

NEIGHBOURING OWNER (?)

ANY OTHER INTEREST (?)

NOTE: The Applicant, if not the registered owner, must attach a letter from the registered owner authorizing this Application.

(3) REGISTERED OWNER'S NAME:

POSTAL ADDRESS:

.....

TELEPHONE:

2. DESCRIPTION OF SUBJECT LANDS

- (1) LOCATION: Lot(s) Concession(s)
On the side of Street,
between and streets.
If available: Lot(s) Plan No
Or: Part(s) Reference Plan

(2) TOTAL AREA:

(3) WIDTH OF ABUTTING ROAD(S):

(4) DATE SUBJECT LANDS ACQUIRED:

3. ZONING BY-LAW

- (1) PRESENT ZONING:
(2) ZONING REQUESTED:
(3) REASONS FOR REQUESTED CHANGE: (give detailed description)

4. USES OF SUBJECT LANDS

- (1) EXISTING LAND USES AND DATES ESTABLISHED: (give description, including any home industry, rural home occupation, home occupation or home industry)
(2) PROPOSED LAND USES: (give description including any home industry, rural home occupation, home occupation or home industry)

5. LOT DETAIL INFORMATION

When a plan of subdivision is proposed, the following items (a) to (o) need not be completed.

	EXISTING	PROPOSED
(a) LOT AREA		
(b) LOT FRONTAGE		
(c) DWELLING UNITS OF HOUSES PER LOT		
(d) BUILDING AREA		
(e) BUILDING SETBACK, FRONT		
(f) BUILDING SETBACK, FLANK		
(g) BUILDING SETBACK, REAR		
(h) BUILDING SETBACK, SIDE		
ACCESSORY		
(i) BUILDING SEPARATION		
(j) BUILDING HEIGHT, MAIN		
ACCESSORY		
(k) DWELLING UNIT AREA		
(l) LANDSCAPING AREA		
(m) VEGETATION STRIP		
(n) PLANTING STRIP LOCATION		
(o) ENTRANCE PER LOT		
(p) ENTRANCE WIDTH, Minimum		
Maximum		
(q) ENTRANCE SETBACK		
(r) DRIVEWAY SETBACK		
(s) PARKING SPACES, RESIDENTIAL		
NON-RESIDENTIAL	
(t) PARKING SPACE LOCATION	
(u) FUEL PUMP ISLAND OR PRIVATE FUEL PUMP ISLAND LOCATION	
(v) OPEN STORAGE		
(w) SEPARATION DISTANCE BETWEEN AGRICULTURAL AND NON-AGRICULTURAL USES		
(x) ESTABLISHED BUILDING LINE IN RESIDENTIAL ZONE		
(y) OPEN STORAGE AREA		

6. SERVICES

	TYPE	AVAILABLE	APPROVED
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Water

Sanitary Sewer

Road

7. SUPPLEMENTARY INFORMATION (to be attached to this application)

APPENDIX 1 - LOCATION PLAN:

Three (3) copies of a location plan, drawn to an appropriate scale, properly dimensioned and showing thereon;

- (i) boundaries of subject lands;
- (ii) existing uses on the subject lands; and
- (iii) existing uses of all lands within 120.0 metres of subject lands.

APPENDIX 2- SITE PLAN OR SUBDIVISION PLAN:

Three (3) copies of a site plan survey drawn to an appropriate scale, properly dimensioned and showing thereon:

- (i) boundaries of subject lands;
- (ii) dimensions of existing and proposed lots;
- (iii) existing and proposed grades of the subject lands (define grades by contour lines or spot elevations);
- (iv) location of all easements;
- (v) location and dimensions of all existing buildings, structures and uses;
- (vi) location and dimensions of all proposed buildings, structures and uses;
- (vii) location and dimensions of all proposed yards, parking areas, sight triangles, swimming pools and walkways; and
- (viii) location of any established building line for residential or commercial areas only.

-OR-

Three (3) copies of a plan of subdivision, prepared in accordance with the provisions of the Planning Act, may be substituted for the site plan.

8. STATUTORY DECLARATION

I _____ of _____ solemnly declare that:
 All above statements and the information contained in all of the Appendices transmitted herewith 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 by virtue of the Canada Evidence Act.

Signature of Applicant

DECLARED before me at the _____ of _____ in the _____ of _____
 this _____ day of _____

a Commissioner, etc

APPLICATION FOR AMENDMENT TO ZONING BY-LAW

OFFICE RECORD

APPLICATION NO.: Z.B.A

- | | DATE | INITIALS |
|--|-----------------------------|----------|
| (1) APPLICATION RECEIVED: | | |
| (2) APPLICATION ACKNOWLEDGED: | | |
| (3) CHECKED FOR COMPLETION: | | |
| (4) RETURNED TO APPLICANT FOR FURTHER INFORMATION: | | |
| (5) RECEIVED INFORMATION REQUESTED: | | |
| (6) COUNCIL MEETING TO CONSIDER APPLICATION:
COUNCIL DECISION: | (attach copy of Resolution) | |
| (7) APPLICANT NOTIFIED AMENDMENT(S) PROCEEDING: | | |
| (8) AMENDMENT(S) AUTHORIZED: | | |
| (9) COUNCIL ADVISED BY STAFF / CONSULTANT OF APPROPRIATENESS OF AMENDMENT(S): | | |
| (10) DRAFT AMENDMENT(S) RECEIVED FROM STAFF / CONSULTANT: | | |
| (11) STAFF / CONSULTANT CIRCULATES DRAFT AMENDMENT(S) TO APPROPRIATE AGENCIES FOR COMMENT: | | |
| (12) PUBLIC MEETING(S) ADVERTISEMENT DATE: | | |
| (13) COMMENTS ON DRAFT AMENDMENT(S): FORWARDED TO STAFF / CONSULTANT: | | |
| (14) REVISED PAGES OF AMENDMENT RECEIVED FROM STAFF / CONSULTANT: | | |
| (15) PUBLIC MEETING DATE: | | |
| (16) COUNCIL MEETING DECISION FOR SECOND PUBLIC MEETING: | | |
| (17) SECOND PUBLIC MEETING ADVERTISEMENT DATE: | | |
| (18) COUNCIL MEETING DATE FOR DECISION:
BY-LAW NO. (Z.B.A.):
DATE PASSED: | | |

**APPLICATION FOR AMENDMENT TO ZONING BY-LAW
OFFICE RECORD CONT'D**

- (19) NOTICE OF PASSING BY-LAW(S)
CIRCULATED:
- (20) LAST DATE FOR OJECTIONS TO Z.B.A.:
- (21) Z.B.A. AFFIDAVIT OF CLERK ISSUED:

(attach copy of affidavit)

-OR-

NO. OF OBJECTIONS RECEIVED

- (23) RECORD RE: APPEALS FORWARDED TO O.M.B.:
- (24) O.M.B. FILE NO(S):

HEARING DATE:

O.M.B. DECISIONS: (attach copy of decision)