

# **TOWNSHIP OF ALFRED AND PLANTAGENET**

## **Application for Official Plan, Zoning By-law Amendment and Minor Variance**

### **A. THE AMENDMENT**

1. Type of amendment or minor variance:

Official Plan \_\_\_\_\_  Zoning By-law no. \_\_\_\_\_  Minor Variance

2. What is the purpose of and reasons for the proposed amendment (s) or minor variance?


### **B. GENERAL INFORMATION**

#### **3. APPLICANT INFORMATION**

Registered Owner's Name:		
Address:		
Phone number		
Home: (    )	Work: (    )	Fax: (    )

Applicant (Agent) Name (s):		
Address:		
Phone number		
Home: (    )	Work: (    )	Fax: (    )

Name, address, phone of all persons having any mortgage charge or encumbrance on the property:

Send correspondence to:     Owner         Agent         Other

4. What area does the amendment cover?

a)     the "entire" property or

b)     just a "portion" of the property

5. Provide a description of the "entire" property:

Municipal Address:					
Concession		Lot		Registered Plan No.	
Area:	_____hectares	Depth:	_____metres	Frontage (width)	_____metres
	_____acres		_____feet		_____feet

6. Provide a description of the area to be amended if only a "portion" of the property:

Area :	_____ hectares	Depth:	_____ metres	Frontage (width)	_____ metres
	_____ acres		_____ feet		_____ feet

7. What is the current planning status?

Official Plan Designation:
Zoning:

8. List land uses that are permitted by current Official Plan designation:

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**C. EXISTING AND PROPOSED LAND USES AND BUILDING**

9. What is the "existing" use of the land?


10. What is the "proposed" use of the land?


11. Provide the following details for all buildings: (use a separate page if necessary).

	<u>Existing</u>	<u>Proposed</u>
Type of Building (s)	_____	_____
Main Building Height	_____ (m) _____ (ft.)	_____ (m) _____ (ft.)
% Lot Coverage	_____	_____
# of Parking Spaces	_____	_____
# of Loading Spaces	_____	_____
Number of Floors	_____	_____
Total Floor Area	_____ sq. m. _____ sq. ft.	_____ sq. m. _____ sq. ft.
Ground Floor Area (exclude basement)	_____ sq. m. _____ sq. ft.	_____ sq. m. _____ sq. ft.

**D. EXISTING AND PROPOSED SERVICES**

12. Indicate the application water supply and sewage disposal

	Municipal Water	Communal Water	Private Well	Municipal Sewers	Communal Sewers	Private Septic
Existing						
Proposed						

13. Are storm water sewers present?  Yes  No

14. What is the name of the road providing access? \_\_\_\_\_

**E. OFFICIAL PLAN AMENDMENT** *(Proceed to Question No. 18 (drawing) if an Official Amendment is not proposed)*

15. Does the proposed Official Plan Amendment do the following?

	YES	NO	UNKNOWN
Change a policy in the Official			
Replace a policy in the Official Plan			
Delete a policy in the Official Plan			
Add a policy in the Official Plan			
Add or change a designation in the Official Plan			

16. If applicable and known at time of application, provide the following:

Section Number (s) of Policy to be Changed:			
Text of the proposed new policy attached on a separate page:	<input type="checkbox"/>	yes	<input type="checkbox"/> no
New designation name:			
Map of proposed new Schedule attached on a separate page:	<input type="checkbox"/>	yes	<input type="checkbox"/> no

17. List land uses that would be permitted by the proposed amendment:


**F. APPLICATION DRAWING**

18. ACCURATE, TO SCALE, DRAWING OF PROPOSAL: (In the space below or on a separate page (s), please provide drawing of the proposal, preferable 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
- Easements or restrictive covenants
- Neighbouring adjacent land uses
- Public roads, allowances, right of way
- Wetlands, floodplain, wet areas
- Other features (bridges, wells, railways, septic systems, springs, slopes, gravel pits)
- Dimensions of area of amendment
- Buildings and dimensions
- Parking and loading areas
- Municipal drains, / award drains
- Woodlots, forested areas, ANSI's, ESA's
- Distance to lot lines
- Neighbouring properties
- Driveways and lanes
- Natural watercourses
- North arrow

**G. OTHER RELATED PLANNING APPLICATIONS**

19. Has the applicant or owner made application for any of the following, either on or within 120 metres 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

20. If the answer to question 19 is "yes" please provide the following information:

File No. Of Application: \_\_\_\_\_

Approval Authority: \_\_\_\_\_

Lands Subjects to Application: \_\_\_\_\_

Purpose of Application: \_\_\_\_\_

Status of Application: \_\_\_\_\_

Effect on the Current Application for Amendment: \_\_\_\_\_

**H. OTHER SUPPORTING INFORMATION**

21. PLEASE LIST THE TITLES OF ANY SUPPORTING DOCUMENTS (e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate licence report, Storm water Management report, etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I. AUTHORIZATION FOR AGENT / SOLICITOR TO ACT FOR OWNER**

(If affidavit (J) is signed by an Agent/Solicitor on Owner's written authorization below must be completed)

I (We) \_\_\_\_\_ of the municipality of Alfred and Plantagenet,  
*Name of owner*

in the County of Prescott, do hereby authorize \_\_\_\_\_ to act as my  
*Name of agent*

agent in this application.

\_\_\_\_\_  
*Signature of Owner(s)*

\_\_\_\_\_  
*Date*

**J. AFFIDAVIT**

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

I (We) \_\_\_\_\_ in the municipality of the Township of Alfred and  
*Name(s)*

Plantagenet, in the County/Region of Prescott solemnly declare that all the statements in this application are true, and I, (we) make this solemnly 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 municipality of Alfred and Plantagenet, in the County / Region of Prescott, this  
\_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
*Signature of owner or authorized solicitor or authorized agent* \_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of commissioner* \_\_\_\_\_  
*Date*

APPLICATION AND FEE OF \$ \_\_\_\_\_ RECEIVED BY THE MUNICIPALITY

Signature of municipal Employee \_\_\_\_\_  
*Name* \_\_\_\_\_  
*Date*