

TOWN OF GEORGINA

APPLICATION FOR AMENDMENT TO THE OFFICIAL PLAN

APPLICATION FORM

Revised: Dec/19

AS PER COUNCIL POLICY, ALL TAXES MUST BE PAID TO DATE BEFORE THE PROCESSING OF AN OFFICIAL PLAN AMENDMENT APPLICATION.

OTHER APPLICATIONS SUBMITTED
(check appropriate space)

FOR OFFICE USE ONLY

_____	AMENDMENT TO ZONING BY-LAW	Date Received: _____
_____	MINOR VARIANCE APPROVAL	File Number: _____
_____	PLAN OF SUBDIVISION/CONDOMINIUM APPLICATION	Date Complete (time period begins): _____
_____	CONSENT APPLICATION	

1. *Assessment Roll No.:* _____ *Lot No.:* _____ *Conc. No.:* _____
 Registered Plan No.: _____ *Street Address:* _____

Attach a site plan, prepared in metric measurements, displaying the location and dimensions of the subject land, the location and geometry of existing buildings, the uses of abutting properties, all roads (named) abutting the property, a proper metric scale and a north arrow.

Is the plan attached? Yes _____ No _____

2. Complete the following and check the line next to the person or firm to whom correspondence should be addressed. Check one line only.

	<i>NAME</i>	<i>ADDRESS / PHONE / EMAIL</i>
<i>APPLICANT</i>		
<i>REGISTERED OWNER</i>		
<i>AGENT OR SOLICITOR</i>		
<i>MORTGAGEE, HOLDER OF CHARGES OR OTHER ENCUMBRANCES</i>		

3. TYPE OF PROPOSED AMENDMENT

Check the appropriate boxes and complete the section(s). Depending on the purpose of the proposed plan amendment, more than one box may need to be checked.

3.1 ***An official plan amendment that proposes to add new policy or change, delete, or replace approved official plan policy***

a) *Describe the purpose of the proposed amendment:*

b) *Identify the policy to be changed, replaced or deleted:*

c) *What is the current land use designation on the subject land?*

d) *What land uses are permitted by the current designation on the subject land?*

e) *What land uses would be permitted by the proposed official plan amendment on the subject land?*

3.2 ***An official plan amendment that proposes to change or replace the approved official plan land use designation on the subject land.***

a) *What is the approximate area of the subject land, if known?*

b) *What is the current designation of the subject land?*

c) *What land uses are permitted by the current designation on the subject land?*

d) *What is the proposed designation of the subject land?*

e) *What land uses will be permitted by the proposed designation on the subject land?*

Table A - Features or Development Circumstances

Features or Development Circumstances	Indicate (a) if the circumstance applies; or (b) if the feature is on-site or within 500 metres		If a feature, specify distance in metres from subject land	Potential Information Needs
	Yes (T)	No (T)		
Non-farm development near designated urban areas or rural settlement areas (Policy 1.1)				Demonstrate sufficient need within 20-year projections and that proposed development will not hinder efficient expansion of urban areas or rural settlement areas.
Class 1 Industry ¹ (Policy 1.1.3)			_____ metres	Assess development for residential and other sensitive uses within 70 metres.
Class 2 Industry ² (Policy 1.1.3)			_____ metres	Assess development for residential and other sensitive uses within 300 metres.
Class 3 Industry ³ within 1000 metres (Policy 1.1.3)			_____ metres	Assess development for residential and other sensitive uses within 1000 metres.
Land Fill Site (Policy 1.1.3)			_____ metres	Address possible leachate, odour, vermin and other impacts.
Sewage Treatment Plant (Policy 1.1.3)			_____ metres	Assess the need for a feasibility study for residential and other sensitive land uses.
Waste Stabilization Pond (Policy 1.1.3)			_____ metres	Assess the need for a feasibility study for residential and other sensitive land uses.
Active railway line (Policy 1.1.3)			_____ metres	Evaluate impacts within 100 metres.
Controlled access highways or freeways, including designated future ones (Policy 1.1.3)			_____ metres	Evaluate impacts within 100 metres.
Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater (Policy 1.1.3)			_____ metres	Demonstrate feasibility of development above 28 NEF for sensitive land uses. Above the 35 NEF/NEP contour, development of sensitive land uses is not permitted.
Electric transformer station (Policy 1.1.3)			_____ metres	Determine possible impacts within 200 metres.
High voltage electric transmission line (Policy 1.3.3)			_____ metres	Consult the appropriate electric power service.
Transportation and infrastructure corridors (Policy 1.3.3)				Will the corridor be protected?
Prime agricultural land				Demonstrate need for use other than

¹ Class 1 industry - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.

² Class 2 industry - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.

³ Class 3 industry - indicate if within 1000 metres - processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.

Features or Development Circumstances	Indicate (a) if the circumstance applies; or (b) if the feature is on-site or within 500 metres		If a feature, specify distance in metres from subject land	Potential Information Needs
	Yes (T)	No (T)		
(Policy 2.1)				agricultural and indicate how impacts are to be mitigated.
Agricultural operations (Policy 2.1.4)			_____ metres	Development to comply with the Minimum Distance Separation Formulae.
Mineral aggregate resource areas (Policy 2.2.3.3)				Will development hinder access to the resource or the establishment of new resource operations?
Mineral aggregate operations (Policy 2.2.3.2)			_____ metres	Will development hinder continuation of extraction?
Mineral and petroleum resource areas (Policy 2.2.2.2)			_____ metres	Will development hinder access to the resource or the establishment of new resource operations?
Significant Wetlands (Policy 2.3)			_____ metres	Development and site alteration not permitted in significant wetlands; may be permitted on adjacent lands if applicant can demonstrate no negative impacts.
Significant portions of habitat of endangered and threatened species (Policy 2.3)			_____ metres	Development and site alteration not permitted in significant portions of habitat; may be permitted on adjacent lands if applicant can demonstrate no negative impacts.
Significant: fish habitat, woodlands south and east of the Canadian Shield, valleylands south and east of the Canadian Shield, areas of natural and scientific interest, wildlife habitat (Policy 2.3)			_____ metres	Development and site alteration may be permitted within areas or on adjacent lands if applicant can demonstrate no negative impacts.
Sensitive groundwater recharge/discharge areas, headwaters and aquifers (Policy 2.4)				Demonstrate that groundwater recharge areas, headwaters and aquifers will be protected or enhanced.
Significant built heritage resources and cultural heritage landscapes (Policy 2.5.1)				Development should conserve significant built heritage resources and cultural heritage landscapes.
Significant archaeological resources (Policy 2.5.2)				Assess development proposed in areas of medium and high potential for significant archaeological resources. These sources are to be studied and preserved, or where appropriate, removed, catalogued and analyzed prior to development.
Erosion hazards (Policy 3.1)				Determine feasibility within the 1:100 year erosion limits of ravines, river valleys and streams.
Floodplains (Policy 3.1)				Where one-zone flood plain management is in effect, development is not permitted within the flood plain. Where two-zone flood plain management is in effect, development is not permitted within the floodway. Where a Special Policy Area (SPA) is in effect, development must meet the Official Plan Policies for the SPA.

8. RIGHT TO ENTER

I/We, _____, being the registered owner(s) of the subject lands, hereby authorize members of the Committee/Council (or a representative thereof), Town of Georgina staff, Peer Review Consultants retained by the Town of Georgina, and relevant external agency staff, to enter upon the subject lands for the purposes of evaluating the merits of this application.

Dated at the _____ of _____ this _____ day of _____, _____.

Signature of Owner

Print Name

Signature of Owner

Print Name

Note: Original signature(s) are required for the record. In the case of a corporation, the signature(s) must be that of an officer(s) with authority to bind the corporation.

9. MUNICIPAL FREEDOM OF INFORMATION DECLARATION

In accordance with the provisions of the Planning Act, I understand that all information and material that is required to be provided to the Town of Georgina respecting planning applications shall be made available to the public. In submitting this development application and supporting documentation, I _____ hereby acknowledge the above-noted policy and provide my consent in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

Dated at the _____ of _____ this _____ day of _____, _____.

Signature of Owner

Print Name

Signature of Owner

Print Name

Note: Original signature(s) are required for the record. In the case of a corporation, the signature(s) must be that of an officer(s) with authority to bind the corporation.

10. AFFIDAVIT OR SWORN DECLARATION

I, _____ of the _____ in the _____ make oath and solemnly declare that the information contained in this application is true and that the information contained in the documents that accompany this application is 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 _____ in the _____ this _____ day of _____, 20_____.

A Commissioner, etc.

Applicant, Registered Owner or Agent

11. CONSENT OF OWNER

I/We _____ being the registered owner(s) of the subject lands, hereby authorize _____ to submit the enclosed application to the Planning and Building Department and to appear on my behalf at any hearing(s) of the application and to provide any information or material required by the Planning and Building Department relevant to the application. I also agree to allow the Town of Georgina, its employees and agents to enter upon the subject property for the purposes of conducting survey, inspection and tests that may be necessary to this application.

Dated at the _____ of _____ this _____ day of _____, 20_____.

Signature of Owner

NOTE TO OWNER:

IF THE APPLICATION IS TO BE PREPARED BY SOMEONE OTHER THAN THE OWNER, AUTHORIZATION SHOULD NOT BE GIVEN UNTIL THE COMPLETED APPLICATION AND ITS ATTACHMENTS HAVE BEEN EXAMINED BY YOU AND APPROVED.

TOWN OF GEORGINA

ON-SITE SEWAGE INSPECTION - APPLICATION REVIEW Zoning Amendment/Official Plan Amendment

LOT _____ REGISTERED PLAN _____

PART _____ REGISTERED SURVEY _____

MUNICIPAL LOT _____ CONCESSION _____

PROPERTY ADDRESS _____

ASSESSMENT ROLL NUMBER _____

PLEASE PRINT

OWNER/AGENT: _____
First Name Last Name

TELEPHONE: _____
Business Home

MAILING ADDRESS: _____
Street Address Town/City Postal Code

As part of the planning approval process, your application must be circulated to the Town of Georgina On-Site Sewage Inspector for review. The Ontario Building Code Act allows for the collection of a user fee to pay a portion of the inspection and administration costs.

A fee of \$211.00, payable by cheque or money order to the Town of Georgina, as allowed for by Town By-law Number 2006-0132 (BU-1), must accompany your application.

A fee is not required ONLY if municipal sanitary sewers are in use on the lot, and the appropriate section of your planning application confirms that the property is municipally serviced. You MUST date and sign the exemption section below.

- *This property is municipally serviced – Exempt.*

- *This property is not municipally serviced – Not Exempt.*

Date

Signature

NOTE: This form and your cheque must accompany the application to be submitted to the Town of Georgina Planning Division.

TOWN OF GEORGINA

APPLICATION FOR AMENDMENT TO THE OFFICIAL PLAN

SUBMISSION CHECKLIST

(to be provided to Planning Division staff with submission of application)

Revised: Dec/19

APPLICATION FEE SUBMITTED

- 1) Town Of Georgina Fee *(to be submitted in separate cheques for each fee)*:
- a) Planning Division – See Schedule ‘A’ By-law No.2011-0015(PL-7)
Cheque Submitted: Yes ___ No ___
- b) On-Site Sewage Inspection - Application Review:
Form Completed and Attached Yes ___ No ___
- Fee of \$211.00 Required and Submitted Yes ___
- OR -
Exempt from Fee Yes ___
- 1) Region of York Fee: (See Current Fee Schedule)
Cheque Submitted: Yes ___ No ___
- 2) Lake Simcoe Region Conservation Authority - Initial Analysis Fee: (See Current Fee Schedule)
Fee Cheque Submitted: Yes ___ No ___
If NOT Submitted, explain reason:
(i.e. only one fee required with consolidated application circulations)

REMINDER: *Should the application be approved by Town Council, payment of additional Town of Georgina fees will be required prior to the passing of the By-law to adopt the Official Plan Amendment. Please refer to the Application Guide and copy of the Fee Schedule for further information.*

THE “OFFICIAL PLAN AMENDMENT APPLICATION GUIDE”
HAS BEEN READ BY THE APPLICANT/OWNER/AGENT/SOLICITOR Yes ___ No ___

DRAFT OFFICIAL PLAN AMENDMENT (10 COPIES) SUBMITTED Yes ___ No ___

SITE SCREENING QUESTIONNAIRE - COMPLETED AND SUBMITTED Yes ___ No ___

DEPOSITED REFERENCE PLAN / SURVEY SUBMITTED
(Prepared by an O.L.S.) Yes ___ No ___

ARCHITECTURAL PLANS OF
PROPOSED BUILDINGS SUBMITTED Yes ___ No ___

PRELIMINARY LANDSCAPE PLAN SUBMITTED Yes ___ No ___

SKETCH PLAN SUBMITTED (in accordance with Question 4) Yes ___ No ___
- 15 copies showing physical land forms / features and buildings
and structures, etc., prepared to a metric scale

SUPPORTING DOCUMENTATION SUBMITTED (15 copies)

- Documentation addressing application of Provincial Policy Statement Yes __ No __
- Documentation addressing conformity to the Housing Policies of the Provincial Policy Statement Yes __ No __
- Functional Servicing Report / Master Plan Yes __ No __
- Stormwater Management Report / Master Plan Yes __ No __
- Transportation Study / Master Plan Yes __ No __
- Environmental and Biological/Ecological Preservation Plans Yes __ No __
- Market Analysis and Financial Impact Study Yes __ No __
- Tree Preservation Plan and Landscape Analysis Plan Yes __ No __
- Flood Plain Mapping and Analysis Yes __ No __
- Other (specify) Yes __ No __

CONCURRENT APPLICATIONS SUBMITTED

- Region of York Official Plan Amendment Yes __ No __
- Application for Zoning Amendment Yes __ No __
- Application for Site Plan Approval Yes __ No __
- Application for Minor Variance Approval Yes __ No __
- Application for Consent Approval Yes __ No __
- Application for Draft Plan of Subdivision or Condominium Approval Yes __ No __

PRE-CONSULTATION BY APPLICANT:

- A. Town of Georgina
 - Planning Division Yes __ No __ Not Applicable __
 - Development Engineering Yes __ No __ Not Applicable __
 - Department of Recreation & Culture Yes __ No __ Not Applicable __
- B. Region of York
 - Planning & Development Services Yes __ No __ Not Applicable __
 - Transportation & Works Yes __ No __ Not Applicable __
- C. Lake Simcoe Region Conservation Authority Yes __ No __ Not Applicable __

If Yes to any of the above, indicate comments received (provide copy if applicable):

ADDITIONAL PRE-CONSULTATION (indicate agency and comments received):

APPLICATION FORM COMPLETED AND DULY EXECUTED

ALL TAXES PAID TO DATE

COMPLETED BY:

Applicant / Agent / Owner

Date

TOWN OF GEORGINA

DEVELOPMENT APPLICATION SITE SCREENING QUESTIONNAIRE

1.	Does the application propose development on private services or redevelopment on a site where private services were used?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
2.	Is the application on lands or adjacent to lands that were previously used for industrial uses; where filling had occurred or where there is reason to believe that the lands may be contaminated based on historical use? <i>* Possible offending uses may include: disposal of waste minerals, raw material storage, residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or like uses upon a site could potentially increase the number of chemicals which are present.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
3.	Has the grading of the subject land been changed by either the addition of earth or other fill material?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
4.	Has a gas station been located on the subject land or adjacent land at any time?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
5.	Has there been petroleum or other fuel stored on the subject land or adjacent land?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
6.	If Yes to any of the above, a previous use inventory showing all former uses of the subject land, or if appropriate the adjacent land, is required. Is the previous inventory attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.	What information did you use to determine the answers to the above questions?	
8.	Is the nearest boundary line of the application within 500 m (1,640 ft) of an operational or non-operational landfill or dump?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.	Have previous agricultural operations ever included sewage sludge application on the lands?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.	Are you aware of any underground storage tanks, or other buried waste on the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
11.	If there are any existing or previously existing buildings, are there building materials remaining which may be hazardous to health (i.e. asbestos, PCB's, etc.)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
12.	Is there a current Environmental Site Assessment for the site or has one been prepared within the last five years? If yes, has it been submitted with the application?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
*	<i>Please note that, if an Environmental Site Assessment has been prepared, a copy is required to be submitted with the development application.</i>	

AFFIDAVIT

I, _____ of the _____ of _____ in the _____ of _____ solemnly declare that all the statements contained in this 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 _____ 20_____.

A Commissioner, etc.

Applicant or Agent

TOWN OF GEORGINA

PROCEDURES AND REQUIREMENTS FOR THE ERECTION OF SIGNS FOR THE NOTIFICATION OF PLANNING APPLICATIONS

PAGE 3 OF THIS FORM MUST BE **SIGNED** AND RETURNED WITH THE REQUIRED PLANNING APPLICATION. A COPY WILL BE RETURNED TO YOU.

REQUIREMENTS

In conjunction with applications for approval of plans of subdivision/condominium or amendments to the Official Plan or Zoning By-law, the applicant shall erect a non-illuminated sign at his/her cost on the subject property. The sign shall be professionally prepared, erected and removed in accordance with the provisions set out below. When more than one application requiring a sign is processed simultaneously for the same site, one sign may be erected giving notice of all applications. Where the property has more than 1 street frontage, multiple signs may be required.

SIGN ERECTION/REMOVAL

Upon receipt of a planning application, the Planning Division will review it for completeness and accuracy. If the application has been completed properly and the proposed development is not considered premature, the Planning Division shall advise the applicant as soon as possible of the wording of the sign. (Alternatively, the Planning Division shall advise that the application is considered premature and shall be held in abeyance until such time as the concerns, problems, as the case may be, have been resolved).

The sign(s) shall be installed within fourteen (14) days of notification of the sign wording. The applicant will advise the Planning Division as soon as the sign(s) has been erected. The Planning Division shall confirm that the sign(s) comply with the relevant requirements contained herein. If the sign(s) are satisfactory, the Planning Division shall then schedule a Public Meeting before Council as soon as possible to consider the application.

NOTE: A Public Meeting will not be scheduled until the Planning Division has been satisfied that the sign(s) have been erected properly.

If the sign(s) are not installed within fourteen (14) days of notification of the sign wording, the application will not be scheduled for a public meeting.

The applicant will have the sign(s) removed within seven (7) days of the approval, refusal or closing of the files by Georgina Town Council, or withdrawal of the application.

SIGN SPECIFICATIONS

- (a) Size: 1.2 m (4 ft.) wide by 1.2 m (4 ft.) high, 0.6 m (2 ft.) ground clearance.
- (b) Acceptable Materials: 12.5 mm (½ in.) exterior grade plywood panel, 2-89 mm x 89 mm (4 in. x 4 in.) wood posts or steel posts installed a minimum of 1.2 m (4 ft.) below grade.
- (c) Paint: Sign panels and all wooden structural members shall be painted on all sides and edges with two coats of exterior type matte finish alkyd paint over a suitable primer. Lettering to be black inscribed on a white background.
- (d) Lettering: The sign shall be professionally lettered or silk screened using upper case Helvetica Medium typeface or similar sans serif, having a lettering size which is legible from the street.
- (e) Wording: The sign shall contain wording that has been provided by the Planning Division and shall generally be in the format as shown on the reverse of this sheet.
- (f) Location: For interior lots having frontage on one street, the required sign shall be located approximately midway between the side lot lines at a minimum setback of 1 m (3 ft.) from the streetline and a maximum 2 m (6 ft.).

For lots with streetline (s) that abut two streets, (ie. corner lots, through lots), a separate sign shall be required facing each street, located approximately midway between the opposing lot lines at a minimum setback of 1 m (3 ft.) and a maximum of 2 m (6 ft.) from the streetline(s).

All signs shall be located away from any obstructions such that the signs are visible from the street.

- (g) Maintenance: With signing of this application, the applicant agrees that the sign will be maintained both in structure and paint work to the satisfaction of the Town.

SIGN FOR PLANNING APPLICATION NOTICE

Planning Division staff will indicate the required location of the sign(s). Sign the bottom of this form (page 3) and return it to the Planning and Building Department with your application. The appropriate message will be provided by the Planning Division in the space provided and a copy will be returned to you.

SIGN LOCATION PLAN (n.t.s)

NOTES:

1. SIGN MUST NOT BE LOCATED IN A 9 METRE CORNER SITE TRIANGLE.
2. SIGN MUST BE BETWEEN 1 AND 2 METRES FROM STREET PROPERTY LINE.

SIGN MESSAGE AND DIMENSIONS

<p style="text-align: center;">PUBLIC NOTICE AN APPLICATION HAS BEEN SUBMITTED TO AMEND</p> <p style="text-align: center;">TO PERMIT</p> <p>A PUBLIC MEETING TO BE HELD ON _____</p> <p>AT _____ AT THE CIVIC CENTRE ON CIVIC CENTRE ROAD, KESWICK.</p> <p>FOR FURTHER INFORMATION, OR TO OBTAIN A COPY OF THE WRITTEN NOTICE, PLEASE CALL THE PLANNING DIVISION OF THE TOWN OF GEORGINA AT: (905) 476-4301 OR (905) 722-6516</p> <p>PLEASE QUOTE FILE NO.: _____</p>	↑ 1.2 m. ↓	<p style="text-align: center;">SIGN MESSAGE TO BE PROVIDED BY THE PLANNING DIVISION</p> <p>_____</p> <hr/> <p>DATE: _____</p> <p>COMPLETED BY: _____</p>
← 1.2 m. →		

The undersigned hereby agree to construct the proposed sign(s) in accordance with the specifications contained herein and to maintain the sign(s) both in structure and paint work to the satisfaction of the Town. The undersigned further agree to remove the sign(s) within seven (7) days of the approval, denial or closing of the file(s) by Georgina Town Council, or the withdrawal of the planning application(s).

Owner / Owner's Agent Signature

Date