



b) Identify the length of time that the existing uses of the subject land have continued: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

c) Are there any buildings or structures on the subject land? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, provide the following information:

Type of Building or Structure	Year Built	Front Yard Setback (m)	Rear Yard Setback (m)	Side Yard Setbacks (m)	Height of Building or Structure (m)	Dimensions or Floor Area of Building or Structure (m/m <sup>5</sup> )

(Use additional page if more space is required)

d) Identify the Proposed Use(s) of the Subject Land: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

e) Are any buildings or structures proposed to be built on the subject land? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, provide the following information:

Type of Building or Structure	Front Yard Setback (m)	Rear Yard Setback (m)	Side Yard Setbacks (m)	Height of Building or Structure (m)	Dimensions or Floor Area of Building or Structure (m/m <sup>5</sup> )

(Use additional page if more space is required)

f) Identify the date the subject land was acquired by the current owner: \_\_\_\_\_

g) Identify the frontage, depth and area of the subject land:

Frontage (m): \_\_\_\_\_

Depth(m): \_\_\_\_\_

Area(m<sup>5</sup>): \_\_\_\_\_

h) Identify the method of servicing for the subject property:

Water Supply (state whether existing or proposed):

a. Publicly owned and operated piped water system \_\_\_\_\_

b. Privately owned and operated individual well \_\_\_\_\_

c. Privately owned and operated communal well \_\_\_\_\_

d. Other means (specify) \_\_\_\_\_

Sewage Disposal (state whether existing or proposed):

- (a) Publicly owned and operated sanitary sewage system \_\_\_\_\_
- (b) Privately owned and operated individual septic tank and leaching field system \_\_\_\_\_  
\_\_\_\_\_
- (c) Privately owned and operated communal system \_\_\_\_\_
- (d) Holding Tank \_\_\_\_\_
- (e) Privy \_\_\_\_\_
- (f) Other means (specify) \_\_\_\_\_

i) Identify the method of storm drainage provided:

Sewers \_\_\_\_\_ Ditches \_\_\_\_\_  
 Swales \_\_\_\_\_ Other means (specify) \_\_\_\_\_

j) Identify the proposed method of access to the subject land:

<b>Jurisdiction</b>	<b>X</b>	<b>Name of Road</b>
Provincial Highway		
Local Municipal Town Road, maintained year-round		
Local Municipal Town Road, maintained seasonally		
Regional Road		
Right-of-way over privately owned lands		
Privately owned		

\* If access to the subject land is by private road or right-of-way, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or year-round.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**4. PHYSICAL AND NATURAL FEATURES**

The applicant must submit, as prescribed information, a sketch (prepared in metric measurements) showing the following:

- (i) the boundaries and dimensions of the subject land;
- (ii) the location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines;
- (iii) the approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks;
- (iv) the current use(s) on land that is adjacent to the subject land;
- (v) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way;
- (vi) the location and nature of any easement affecting the subject land; and,
- (vii) a proper metric scale and a north arrow.

Is the sketch attached? Yes \_\_\_\_\_ No \_\_\_\_\_

**5. ZONING BY-LAW NUMBER 500**

- a) Existing Zone Classification: \_\_\_\_\_  
\_\_\_\_\_
- b) Amending By-law Number (if applicable): \_\_\_\_\_ Enactment Date:  
\_\_\_\_\_
- c) Relevant Provisions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- d) Proposed Zone Classification and Provisions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- e) Explanation of reasons and justification for the rezoning being requested (if not sufficient space, please attach additional information): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**6. TOWN OF GEORGINA OFFICIAL PLAN**

- a) Existing Land Use Designation: \_\_\_\_\_  
\_\_\_\_\_
- b) Relevant Policies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Note: In the event that the proposed Zoning Amendment requires an amendment to the Town's Official Plan, then an application to amend the Official Plan shall be submitted prior to or concurrently with the subject application.

- c) Amendment Not Required \_\_\_\_\_ Amendment Required \_\_\_\_\_
- d) Explanation of Conformity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**7. REGION OF YORK OFFICIAL PLAN**

- a) Existing Land Use Designation: \_\_\_\_\_
- b) Relevant Policies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Note: In the event that the proposed Zoning Amendment requires an amendment to the Region of York Official Plan, then an application to amend the Official Plan shall be submitted prior to or concurrently with the subject application.

- c) Amendment Not Required \_\_\_\_\_ Amendment Required \_\_\_\_\_
- d) Explanation of Conformity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**8. CONCURRENT APPLICATIONS**

a) Is the subject land currently the subject of a proposed amendment to the Official Plan for the Regional Municipality of York?

Yes \_\_\_\_\_ No \_\_\_\_\_

If **Yes**, please provide the following information:

i) the Official Plan Amendment application file number: \_\_\_\_\_  
\_\_\_\_\_

ii) the date of submission of the Official Plan Amendment application: \_\_\_\_\_  
\_\_\_\_\_

iii) the status of the application: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If the Official Plan Amendment application has received approval, please attach a copy of the Council/Committee decision on the matter.

b) *Is the subject land the subject of an application for Site Plan Approval, Minor Variance Approval, Consent or Plan of Subdivision approval?*

Yes \_\_\_\_\_ No \_\_\_\_\_

Type of Application: \_\_\_\_\_ Approval: Yes \_\_\_\_\_ No \_\_\_\_\_

Type of Application: \_\_\_\_\_ Approval: Yes \_\_\_\_\_ No \_\_\_\_\_

Type of Application: \_\_\_\_\_ Approval: Yes \_\_\_\_\_ No \_\_\_\_\_

Type of Application: \_\_\_\_\_ Approval: Yes \_\_\_\_\_ No \_\_\_\_\_

Please provide the following information:

i) *the appropriate application file number(s):* \_\_\_\_\_

ii) *the date of submission of the application(s):* \_\_\_\_\_

iii) *the status of the application(s):* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If the application(s) has received approval, please attach a copy of the Council/Committee decision on the matter.

**9. EASEMENTS/COVENANTS**

a) Are there any easements or restrictive covenants affecting the subject land?

Yes \_\_\_\_\_ No \_\_\_\_\_

b) If **Yes**, describe the easement or covenant and its effect: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**10. HISTORY OF THE SUBJECT PROPERTY**

A. *Has the subject property ever been the subject of an application for Zoning Amendment, Minor Variance Approval, Site Plan Approval, Consent, or Subdivision Approval under the Planning Act?*

Yes \_\_\_\_\_ No \_\_\_\_\_ Unknown \_\_\_\_\_

If **Yes**, please provide the file number and identify the status of the application (attach a copy of the decisions made on the application).

File Number(s): \_\_\_\_\_

Status of Application(s) (if not sufficient space, please attach additional information) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- B. If this application is a re-submission of a previous application, describe how it has been changed from the original application.

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**11. APPLICATION OF THE PROVINCIAL POLICY STATEMENT**

**11.1** Table A below lists the features or development circumstances contained in the *Provincial Policy Statement* which came into effect on May 22, 1996. Section 3 of the Planning Act requires that the Municipality have regard to the policy statements when dealing with matters of Provincial Interest. Please complete Table A and submit the information as indicated. If the information is not submitted, it may not be possible to do a complete and proper planning evaluation of the proposed zoning amendment, and the application will not be further processed.

**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 <sup>1</sup> (Policy 1.1.3)			_____metres	Assess development for residential and other sensitive uses within 70 metres.
Class 2 Industry <sup>2</sup> (Policy 1.1.3)			_____ metres	Assess development for residential and other sensitive uses within 300 metres.
Class 3 Industry <sup>3</sup> 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.

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

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

<sup>3</sup> 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)		
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 (Policy 2.1)				Demonstrate need for use other than 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.





**12. 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.*

**13. 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.*

14. **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

15. **Consent of Owner**

I/We \_\_\_\_\_ being the registered owner(s) of the subject lands, hereby authorize \_\_\_\_\_ to submit the enclosed application to the Building and Planning Department and to appear on my behalf at any hearing(s) of the application and to provide any information or material required by the Building and Planning 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 \$200.00, 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 ZONING BY-LAW AMENDMENT

### SUBMISSION CHECKLIST

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

Revised: Feb/08

#### APPLICATION FEE SUBMITTED

1) Town Of Georgina Fee (to be submitted in separate cheques for each fee):

a) Planning Division Fee for Processing:  Yes Amount: \_\_\_\_\_  
 No

b) On-Site Sewage Inspection/Application Review:  
Inspection Form Completed and Attached Yes  No

Fee of \$200.00 Required and Submitted Yes

- OR -

Exempt from Fee Yes

Lake Simcoe Region Conservation Authority Fee:

Yes Amount: \_\_\_\_\_

No

If NOT submitted, explain reason:

(i.e. only one fee required with consolidated application circulations) \_\_\_\_\_

THE "ZONING BY-LAW AMENDMENT APPLICATION GUIDE"  
HAS BEEN READ BY THE APPLICANT/OWNER/AGENT/SOLICITOR 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
  - Town of Georgina Official Plan 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:**

DATE OF PRE-CONSULTATION MEETING: \_\_\_\_\_

PROVIDE COPY OF PRE-CONSULTATION CHECKLIST (as issued by Town): ATTACHED Yes\_\_ No \_\_

---

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?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
*	<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>	
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?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, has it been submitted with the application?	<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.

<b>SIGN FOR PLANNING APPLICATION NOTICE</b>
---

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.



