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| <p style="text-align: center;">APPLICATION</p> <p style="text-align: center;">for</p> <p style="text-align: center;">OFFICIAL PLAN AMENDMENT</p> |
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PLANNING ACT, R.S.O., 1990
Ontario Regulation 198/96, as amended

1. COMPLETION OF THE APPLICATION

The application must be completed in its entirety. Measurements shall be in metric. Failure to file a complete and accurate application may result in the application being returned to the applicant or delay in processing the application.

2. FILING THE APPLICATION

The duly signed and completed application shall be filed with the Clerk (at the Municipal Building) along with a fee of \$1,750.00 payable in cash or by cheque to the CORPORATION of the MUNICIPALITY OF SOUTHWEST MIDDLESEX as set out in By-law No. 2008/039.

Under the Planning Act, the Municipality is required to consult with the approval authority, in this case the County of Middlesex, in the course of preparing the proposed official plan amendment. Pre-consultation with the County must occur in advance of the public meeting, and the applicant and his/her agent may be invited to any meeting held in this regard.

3. NOTICE OF PUBLIC MEETING

Notice of the public meeting will be given by the Municipality by prepaid first class mail and posting at every separately assessed property to which the proposed amendment would apply (or at a nearby location chosen by the clerk). The notice will be given at least 20 days prior to the day of the meeting. The Municipality will be responsible for posting and removing signage.

4. ATTENDANCE AT THE PUBLIC MEETING

The applicant or his/her agent is expected to attend the public meeting in order to present the application and answer any questions of Council and or the public. Council may grant or deny the application, or defer its decision. In the case of a deferral, the applicant or his/her agent will be notified by the Clerk of the date on which Council will further consider the application and/or the public meeting will be resumed.

5. NOTICE OF ADOPTION

If Council adopts the amendment, written notice of adoption will be forwarded, not later than 15 days after the day the amendment is adopted to the applicant (or authorized agent), County of Middlesex, and to any person or public body who filed a written request to be notified of the adoption.

6. **APPEAL**

Any person or public body, including the applicant (or authorized agent), may appeal the decision of the approval authority to the Ontario Municipal Board not later than 20 days after the day that the giving of written notice is completed. The appeal must be filed with the approval authority and must state the reasons for the appeal accompanied by a fee of \$125.00 payable to the Minister of Finance. If no appeals are received within the prescribed time, the decision is deemed to be final.

An appeal may also be lodged with the Ontario Municipal Board resulting from the refusal of the municipality to adopt an amendment to the official plan within 90 days after the day the request for an amendment is received.

7. **APPLICATION OF OTHER BY-LAWS, REGULATIONS AND LEGISLATION**

The applicant (or authorized agent) should be aware, or make himself aware, of other by-laws, regulations and legislation which may have a bearing on the approval being requested or the development being proposed. Accordingly, acceptance of the application by the Municipality, along with the required application fee, shall not be construed as relieving the applicant from the obligation to comply with the requirements of the Ontario Building Code or any other by-law of the Municipality, or the obligation to obtain any license, permit, authority or approval required by the Municipality or any other public authority or body.

Mailing Address:

*Corporation of the Municipality of Southwest Middlesex
153 McKellar Street
Glencoe, Ontario
N0L 1M0
Phone: (519) 287-2015
Fax: (519) 287-2359*

MUNICIPALITY OF SOUTHWEST MIDDLESEX
153 McKellar Street
Glencoe, Ontario
N0L 1M0
Phone: (519) 287-2015
Fax: (519) 287-2359

**APPLICATION for
OFFICIAL PLAN
AMENDMENT**

Application No. _____

1. Registered Owner of Lands

- a) Name _____
- b) Mailing Address _____

- c) Telephone/Fax/E-mail _____

2. Applicant (if different from owner)

- a) Name _____
- b) Mailing Address _____

- c) Telephone/Fax/E-mail _____

3. Planner/Solicitor/Agent

- a) Name _____
- b) Mailing Address _____

- c) Telephone/Fax/E-mail _____

4. Communication

To whom should all communication be directed? (check only one)

- a) Owner _____
- b) Applicant _____
- c) Planner/Solicitor/Agent _____

5. Location of Land

- a) Lot No. _____ Concession No. _____
- b) Lot No. _____ Registered Plan No. _____
- c) Part No. _____ Reference Plan No. _____
- d) Street No. and Address _____

6. Description of Lands

- a) Frontage _____
- b) Area _____
- c) Topography _____
- d) Soil Characteristics _____
- e) Vegetation _____

7. Existing Use of Lands, Buildings and Structures and Date of Construction

8. **Proposed Use of Lands, Buildings and Structures**

9. **Use of Adjacent Lands**

north: _____

south: _____

east: _____

west: _____

10. **Method of Water Supply**

- a) municipal water supply _____ c) communal system _____
- b) on-site well _____ d) other (specify) _____

Is the method of water supply existing ____ or proposed ____?

If a communal well system is proposed, include letter of authorization from the owner confirming availability for the proposed use.

11. **Method of Sewage Disposal**

- a) municipal sanitary sewage system _____
- b) on-site system _____
- c) other (specify) _____

Is the method of sewage disposal existing ____ or proposed ____?

If b) or c) have you applied for a permit from the authority having jurisdiction?

Yes _____ No _____

12. **Access** (indicate name(s))

- a) County Road: _____
- b) Local Street/Road: _____
- c) Private Road (describe): _____

13. **Official Plan Status**

a) **Name** of the Official Plan proposed to be amended.

Official Plan of the Village of Glencoe _____

Official Plan of the Village of Wardsville _____

Official Plan of the Township of Ekfrid _____

Official Plan of the Township of Mosa _____

b) Existing land use **designation** applying to the land.

c) Approximate **area of the land** covered by the proposed amendment, if applicable and if known.

hectares _____ square metres _____

d) Would the proposed amendment **change, replace, or delete** a particular policy in the Official Plan?

_____ Yes _____ No

If **Yes**, what is the policy proposed to be changed, replaced, or deleted?

e) Would the proposed amendment **change** the existing designation in the Official Plan?

_____ Yes _____ No

If **Yes**, what is the designation proposed to be changed or replaced?

f) Would the proposed amendment **add** a policy to the Official Plan or constitute an **exemption** from an existing policy?

_____ Yes _____ No

If **Yes**, what is the nature of the policy or exemption proposed to be added?

g) What is the **justification** for the proposed amendment?

Under the Planning Act and Ontario Regulation 198/96, as amended, it is required that the following information be provided in an appendix to this application:

- * *the **text** of the proposed amendment, if a policy in the official plan is being changed, replaced or deleted or if a new policy is being added;*
- * *the **schedule** of the proposed amendment, if the schedule in the official plan is being changed or replaced;*

The Municipality will not expect this information to be included with the application unless the applicant has retained the services of a planner and/or solicitor. In the absence of professional assistance in this regard, the municipality will draft (or cause to be drafted) the necessary documents.

14. Applications Under the Planning Act

Is the subject land, or any land within 120 metres of the land, subject of an application for:

a) an amendment to the zoning by-law under Section 34 of the Planning Act?

_____ Yes _____ No _____ Unknown

b) site plan approval under Section 41 of the Planning Act?

_____ Yes _____ No _____ Unknown

c) approval of a plan of subdivision under Section 50 of the Planning Act?

_____ Yes _____ No _____ Unknown

d) a consent under Section 53 of the Planning Act?

_____ Yes

_____ No

_____ Unknown

f) a minor variance under Section 45 of the Planning Act?

_____ Yes

_____ No

_____ Don't know

If the answer to any of the above is **Yes**, and if known, indicate in the space provided, the name of the approval authority considering the application, the lands affected by the application, the purpose of the application, the status of the application and the effect of the application on the proposed amendment. If necessary, append additional pages with this application.

15. Additional Information / Comments

I/We (please print) _____
of the _____ of _____, in the
County of _____, do solemnly declare:

THAT to the best of my/our knowledge and belief, all the information and statements given in this application and in all the plans, drawings and exhibits transmitted herewith are true; and

THAT I/We 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

of _____, in the
_____ of _____
this _____ day of _____,
200__.

A Commissioner, etc.

(Signature of applicant or authorized agent)

