

CITY OF KAWARTHA LAKES

APPLICATION FOR ZONING BY-LAW AMENDMENT

(Under Sections 34, 36, 37 & 39 of The Planning Act)

COMPLETENESS OF THE APPLICATION:

This application form sets out the information that must be provided by the applicant, as prescribed in the Schedules to Ontario Regulation 199/96 made under the Planning Act. It also sets out other information that will assist the City and others in their planning evaluation of the application. To ensure the quickest and most complete review, this information should be submitted at the time of application. As part of the required information, a sketch is required and should be drawn in accordance with the requirements of Section 10 of this application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. **If the requested information, including the sketch and fee, is not provided, the City will return the application or refuse to further consider the application until the information, sketch, plan and fee have been provided.**

A File Number will be issued for complete applications and should be used in all communications with the City.

SUBMISSION OF THE APPLICATION:

Usually, one application form is required, along with the applicable fees as indicated by the City's Tariff of Fees By-Law. Please refer to the City of Kawartha Lakes "Planning Application Fees" list.

Applicants are also required to pay a Conservation Authority and Building Division review fees where required. Staff will assist you in determining which Conservation Authority is involved.

One original completed application form and one copy of the completed application form and a detailed sketch are required by the City. The application (including the sketch) will be used to consult with other departments or agencies that may have an interest in the application. Measurements are to be in metric units.

Applications to the Planning Committee are processed in accordance with Provincial Legislation and information provided by the applicant(s). **It is, therefore, the responsibility of the applicant(s) to ensure the accuracy and completeness of the application prior to its submission to this office to avoid any misunderstandings at the meeting or in the future.**

All initial and revised background reports and drawings associated with this application must be submitted to the Planning Division for circulation to agencies for review. Agencies have been asked to not review materials associated with this application unless they are received from the Planning Division.

The application fees include all mileage costs for site inspections within the City's limits. In remote areas where site access is only possible through an adjacent municipality, the applicant will be responsible for that portion of necessary mileage incurred by Staff outside of the City's municipal boundaries.

The attached Official Plan Policy and Zoning By-law Checklist must be completed by the applicant and/or owner. Multiple copies of the checklist should be completed where policy and zoning provisions differ between lot and/or blocks for which the application is being considered. Please contact staff if assistance is required to complete the form.

DARK BLUE OR BLACK INK ONLY – Do not use pencil. If submitting photocopies of your application, the **ORIGINAL COPY MUST ALSO BE FILED.**

For Assistance:

To help you complete the application form and prepare a good sketch map, please use the Guide to the Rezoning Process.

You can also call the City of Kawartha Lakes, Development Services Department – Planning Division at (705) 324-9411 Ext. 1231 for information on procedure and circulation.

APPLICANT'S CHECKLIST: Have you remembered to attach:

1 original of the completed application form and 1 copy of the completed application form (Ensure you retain a copy of the application for yourself) Yes ☐ No ☐

2 copies of the sketch plan. Yes ☐ No ☐

1 copy of the Official Plan Policy and Zoning By-law Checklist for each lot(s) and/or block(s) to be affected by the rezoning application. Yes ☐ No ☐

The required fee. (A cheque or money order payable to the City of Kawartha Lakes) Yes ☐ No ☐

The required Conservation Authority & Building Division fee? (A cheque or money order payable to the appropriate Conservation Authority & Building Division) Yes ☐ No ☐

The Building Division will be circulated where development is proposed on either partial or private services, which involves servicing by private well and septic systems not subject to Ministry of Environment approval. Please note that the Conservation Authority and Building Division may also charge additional review fees beyond the application fees.

Forward to: City of Kawartha Lakes,
Development Services Department – Planning Division
2nd Floor, 180 Kent Street West, Lindsay, ON, K9V 2Y6

CITY OF KAWARTHA LAKES

APPLICATION FOR ZONING BY-LAW AMENDMENT

(Under Sections 34, 36, 37 & 39 of the Planning Act)

OFFICE USE ONLY: FILE NO. DO6 - _____ / _____ DATE: _____
X-Ref File Nos.: _____
Conforms to Official Plan? Yes ☐ No ☐
Nature of Official Plan nonconformity: Land Use Designation ☐
Nature of Zoning By-law nonconformity: Lot Area ☐ Lot Frontage ☐ Land Use ☐
Assessment Roll Number: _____

The undersigned hereby applies to the Council of the City of Kawartha Lakes under Section 34 (36, 37 or 39) of the *Planning Act* for an amendment to Zoning By-Law No. _____ for the former Municipality of _____.

1. APPLICANT/AGENT INFORMATION:

1.1 Name of Applicant/Agent: _____
Address: _____
Postal Code _____
Telephone Number: (____)____-____ Fax Number: (____)____-____
E-Mail Address: _____

1.2 Name of Owner(s): _____
(if different from the applicant)
Address: _____
Postal Code _____
Telephone Number: (____)____-____ Fax Number: (____)____-____
E-Mail Address: _____
(An owner's authorization is required in Section 15.1, if the applicant is not the owner.)

1.3 Communication should be sent to: Owner ☐ Applicant ☐ or to the following:
Address: _____
Postal Code _____
Telephone Number: (____)____-____ Fax Number: (____)____-____
E-Mail Address: _____

1.4 Mortgages, charges and other encumbrances:
(Provide the following information for any mortgages, charges or other encumbrances in respect of the subject land.)
Name: _____
Address: _____
Postal Code _____
Telephone Number: (____)____-____ Fax Number: (____)____-____

2. LOCATION OF THE SUBJECT LAND: *(Complete applicable lines)*

2.1 Geographic Municipality: Town/Township/Village of _____

Concession Number(s) _____ Lot Number(s): _____

Registered Plan
Number: _____ Lot(s)/Block(s): _____

Reference Plan
Number: _____ Part Number(s): _____

Road/Street Number and Name: _____

Attach survey plan, if available.

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

Yes ☐ No ☐

If Yes, describe the easement or covenant and its effect:

3. PURPOSE OF APPLICATION:

3.1 PROPOSED ZONING:

Change Schedule _____ from _____ to _____ Zone(s)

Textual Change to Section(s) _____ of By-Law

3.2 REASON: *(Purpose of the proposed amendment)*

3.3 JUSTIFICATION: *(Provide any justification or background information that you feel helps support your application for rezoning.)*

How is the proposal compatible? *(i.e. property location and adjacent land uses)*

Suitability of the site. *(i.e. physical characteristics such as topography, drainage, soil, wet areas)*

4. DESCRIPTION OF SUBJECT LAND:

4.1 DESCRIPTION OF LAND SUBJECT TO REZONING:

Frontage: _____ m Depth: _____ m
Area: _____ sq.m _____ ha

Existing Use(s) of the subject land: _____

Length of Time the existing uses of the subject land have continued: _____

4.2 Date subject land was acquired by current owner: _____

4.3 EXISTING BUILDINGS OR STRUCTURES: Please identify each existing building on the sketch and provide information for each building. (If there are more than three buildings, attach a separate sheet to this application.)

Building 1

Type _____ Date Constructed _____

Existing Use _____ Date Existing Use Commenced _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Interior side lot line setback _____ Exterior side lot line setback _____

Building Height _____ Dimensions _____

No. of Units _____ Gross Floor Area Per Unit _____

Loading Spaces
(commercial/industrial uses) _____ Parking Spaces _____

Building 2

Type _____ Date Constructed _____

Existing Use _____ Date Existing Use Commenced _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Interior side lot line setback _____ Exterior side lot line setback _____

Building Height _____ Dimensions _____

No. of Units _____ Gross Floor Area Per Unit _____

Loading Spaces
(commercial/industrial uses) _____ Parking Spaces _____

Building 3

Type _____ Date Constructed _____

Existing Use _____ Date Existing Use Commenced _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Interior side lot line setback _____ Exterior side lot line setback _____

Building Height _____ Dimensions _____

No. of Units _____ Gross Floor Area Per Unit _____

Loading Spaces
(commercial/industrial uses) _____ Parking Spaces _____

* Ground Floor Area means the area that the building occupies on the ground.

** Gross Floor Area means the sum of the area of each floor of the building counting each floor at or above ground level (not basement or cellar) based on the exterior dimensions of the building.

- 4.4** NATURE OF PROPOSED DEVELOPMENT: Please provide the information for each proposed building. If there are more than three buildings, attach a separate sheet to this application. If a proposed plan showing location of proposed buildings is available, please attach it to the application.

Proposed Use(s) of the subject land: _____

Building 1

Type _____ Proposed Use _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Building Height _____

Rear lot line setback _____ Dimensions _____

Interior side lot line setback _____ Exterior side lot line setback _____

No. of Units _____ Gross Floor Area Per Unit _____

Loading Spaces (commercial/industrial uses) _____

Parking Spaces _____

Building 2

Type _____ Proposed Use _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Building Height _____

Rear lot line setback _____ Dimensions _____

Interior side lot line setback _____ Exterior side lot line setback _____

No. of Units _____ Gross Floor Area Per Unit _____

Loading Spaces (commercial/industrial uses) _____

Parking Spaces _____

Building 3

Type _____ Proposed Use _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Building Height _____

Rear lot line setback _____ Dimensions _____

Interior side lot line setback _____ Exterior side lot line setback _____

No. of Units _____ Gross Floor Area Per Unit _____

Loading Spaces (commercial/industrial uses) _____

Parking Spaces _____

* Ground Floor Area means the area that the building occupies on the ground.

** Gross Floor Area means the sum of the area of each floor of the building counting each floor at or above ground level (not basement or cellar) based on the exterior dimensions of the building.

5. SERVICES:

5.1 ACCESS is provided to the subject land by: (check appropriate space)

Provincial Highway _____

Municipal Road _____

Private Road _____

Right of Way _____

Unopened Road Allowance _____

Other Public Road (specify) _____

Water Access _____

	<u>Maintenance</u>	
☐	Public	☐
☐	Private	☐
☐	Year Round	☐
☐	Seasonal	☐
☐	Unmaintained	☐

(Where access to the subject land is by water only, on a separate page describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road).

5.2 WATER SUPPLY is provided to the subject land by: *(check appropriate space)*

City-owned/operated piped water system	☐
Privately-owned/operated individual well	☐
Privately-owned/operated communal well	☐
Lake or other water body	☐
Other means <i>(specify)</i> _____	☐

5.3 SEWAGE DISPOSAL is provided to the subject land by: *(check appropriate space)*

City-owned/operated individual sewage system	☐
Private individual septic tank	☐
City-owned/operated communal sewage system	☐
Private communal sewage system	☐
Privy	☐
Other means <i>(specify)</i> _____	☐

(A certificate of approval for the septic system from the District Health Unit submitted with this application will facilitate the review.)

5.4 STORM DRAINAGE is provided to the subject land by: *(check appropriate space)*

Sewers	☐
Ditches	☐
Swales	☐
Other means <i>(specify)</i> _____	☐

5.5 OTHER: *(check if the service is available)*

Electricity	☐	School Bussing	☐
Telephone	☐	Garbage Collection	☐
Cable	☐	Recycling	☐

6. OFFICIAL PLAN AND ZONING INFORMATION:

6.1 What is the current official plan designation(s) of the subject land?

(Note: Please contact the Planning Division, if not known.)

6.2 Has the subject land ever been the subject of a rezoning?

Yes ☐ By-Law No. _____ No ☐ Unknown ☐

6.3 What is the current zoning of the subject land? _____

(Note: Please contact the Planning Division, if not known.)

6.4 If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number?

7. SIGNIFICANT LAND USES AND FEATURES:

7.1 Are any of the following uses or features on the subject land or within 500 metres (1,640 ft.) of the subject land? *(check the appropriate boxes, if applicable)*

USE OR FEATURE	On Subject Land	or	Within 500 m
Livestock Facility, Stockyard or Manure Storage Facility	☐		☐
Active or Closed Landfill Site	☐		☐
Sewage Treatment or Waste Stabilization Plant	☐		☐
Provincially Significant Wetland	☐		☐
Floodplain	☐		☐
Active Airport	☐		☐
Commercial Use <i>(specify)</i> _____	☐		☐
Industrial Use _____	☐		☐
Municipal Use <i>(specify)</i> _____	☐		☐

8. HISTORY OF THE SUBJECT LAND:

8.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act? Yes ☐ No ☐ Unknown ☐

If YES, and known, provide the Ministry's or City's application file number and the decision made on the application.

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

8.3 Has there ever been an industrial or commercial use on the subject land or adjacent land? Yes ☐ No ☐ Unknown ☐

If YES, please specify the use. _____

8.4 Has the grading of the subject land ever been changed by adding earth or other material? Yes ☐ No ☐ Unknown ☐

8.5 Has a gas station ever been located on the subject property or adjacent land? Yes ☐ No ☐ Unknown ☐

8.6 Has there been gasoline or other fuel stored on the subject land or adjacent land? Yes ☐ No ☐ Unknown ☐

8.7 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent site? Yes ☐ No ☐ Unknown ☐

9. CURRENT APPLICATIONS: *(if known, indicate if the subject land is the subject of an application under the Act for any of the following)*

9.1 Please indicate if the subject land has been or is currently the subject of any of the following applications to permit the proposed development.

	<u>Required</u>		<u>Submitted</u>	
Official Plan Amendment	Yes ☐	No ☐	Yes ☐	No ☐
Plan of Subdivision/Condominium	Yes ☐	No ☐	Yes ☐	No ☐
Consent Application	Yes ☐	No ☐	Yes ☐	No ☐
Minister's Zoning Order	Yes ☐	No ☐	Yes ☐	No ☐
Minor Variance	Yes ☐	No ☐	Yes ☐	No ☐

If YES, and if known, specify the Ministry or City file number and status of the application.

10. SKETCH PLAN: The application must be accompanied by a sketch showing the following:
(Please refer to the attached Sample Sketch following this application.)

- the boundaries and dimensions of the subject land;
- 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, rear and side lot lines;
- the boundaries and dimensions of land that abuts the subject property, or any land owned by the owner of the subject land and that abuts the subject land;
- the location, size and type of all existing and proposed buildings and structures on abutting lands, indicating the distance of the buildings or structures from the front, rear and side lot lines;
- the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge;
- the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, abandoned or active railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks and tile beds;
- the existing use(s) on adjacent lands;
- 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;
- if access to the subject land is by water only, the location of the parking and boat docking facilities to be used;
- the location and nature of any easement affecting the subject land;
- all present entrances onto the subject property;
- if there are agricultural buildings capable of housing animals on a feed lot within 500 metres of the proposed lot, then the location of these buildings must be shown on the sketch.

Measurements on the sketch **SHALL** correspond to those identified in the application. Photocopies of your survey, if you have one, should be used. If no survey is available, a detailed hand-drawn sketch to scale is acceptable.

In some cases, it may be appropriate to obtain professional services to determine the accuracy of your property dimensions.

11. MINIMUM DISTANCE SEPARATION

For applications that are within 500 metres of an agricultural operation the following additional information must also be provided. Applicants should discuss this application with or obtain information from the owner/operator of the agricultural operation.

Distance from proposed lot or use to nearest barn(s): _____

Housing capacity of barn(s): _____

Type of livestock kept on farm containing nearest barn: _____

Number of tillable hectares on farm containing nearest barn: _____

12. PRECONSULTATION:

Have you previously consulted with any provincial ministries or agencies concerning their position on this proposal and consistency with provincial policy? Yes ☐ No ☐

If YES, please indicate which ministry or agency, which policy, the date of the consultation and attach a copy of any written comments provided to you. _____

13. OMB AND PEER REVIEW COSTS

Applicants are responsible for all costs associated with third party OMB appeals and municipal peer reviews of background reports. Deposits are required upon receipt of an appeal and/or the request for peer reviews in accordance with the City's Tariff of Fees By-law.

14. OTHER INFORMATION

14.1 Is there any other information that you think may be useful to the City or other agencies in reviewing this application? If so, explain below or attach on a separate page. _____

15. AFFIDAVIT OR SWORN DECLARATION

I, _____ of the _____

in the _____ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the application is true.

Sworn (or declared) before me at the _____, in the _____ this _____ day of _____, 20____.

Commissioner of Oaths

Applicant

Applicant

16. AUTHORIZATIONS

16.1 CONSENT OF THE OWNER(S) FOR APPLICANT TO MAKE APPLICATION

If the applicant is not the sole owner of the land that is the subject of this application, the written authorization of the owner(s), that the applicant is authorized to make the application, must be included or the authorization set out below must be completed by the owner(s).

I/WE, _____ am/are the owner(s) of the land that is the subject of this application and I/We authorize _____ to make this application on my/our behalf and to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

Date

Signature of Owner

Date

Signature of Owner

16.2 CONSENT OF THE OWNER(S) TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

I/WE, _____, am/are the owner(s) of the land that is the subject of this application for zoning amendment and for the purposes of the Freedom of Information and Protection of Privacy Act I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

Date

Signature of Owner

Date

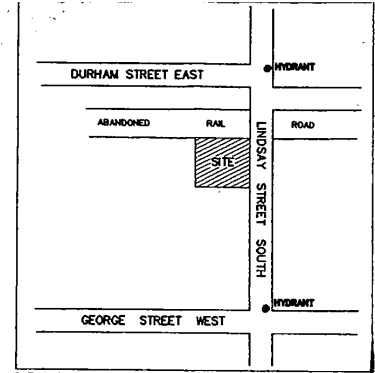
Signature of Owner

Personal information contained on this form, collected pursuant to the <i>Planning Act</i> , will be used for the purpose of responding to the initial application. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.
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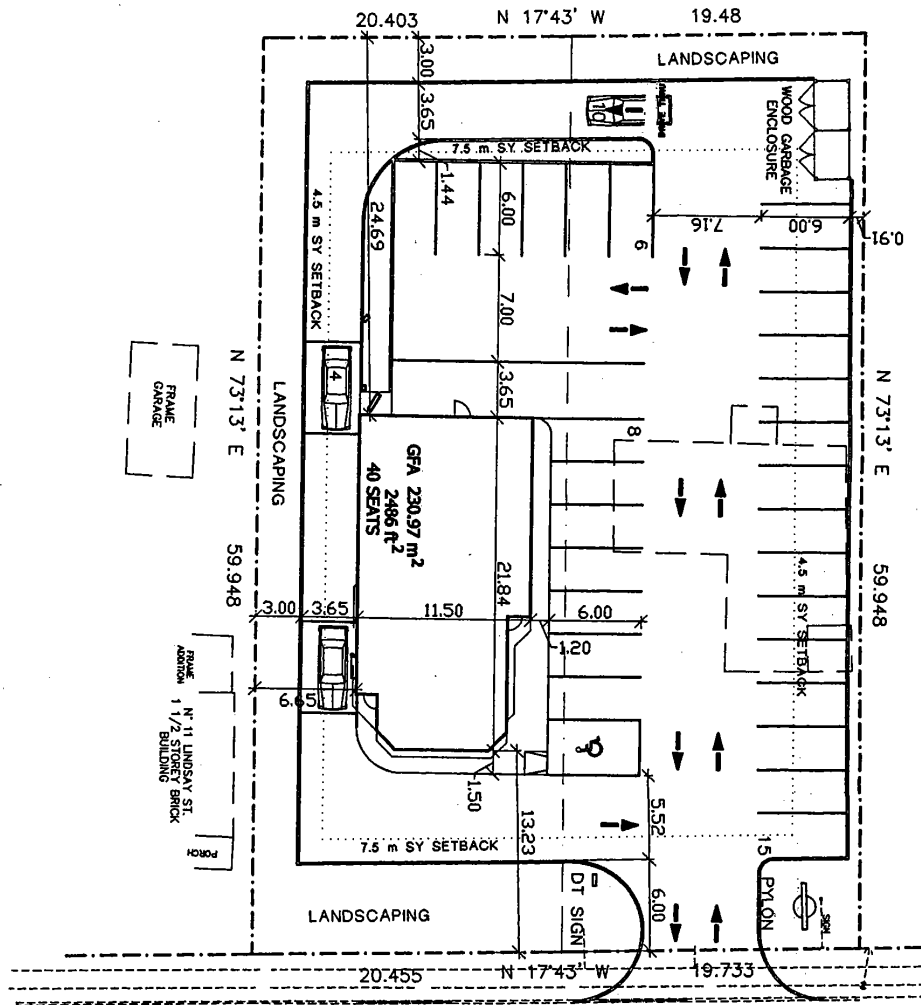
Official Plan Policy and Zoning By-law Checklist			
Official Plan Designation			
Name of Official Plan			
Zoning Category			
Name of Zoning By-law			
Zoning Provisions	Required	Proposed	Compliance Y/N
<u>Main Uses</u>			
Lot Area			
Lot Frontage			
Front Yard Setback			
Interior Side Yard Setback (side #1)			
Interior Side Yard Setback (side #2)			
Exterior Side Yard Setback			
Rear Yard Setback			
Water Setback			
Building Height			
Building Separations			
Lot/Building Coverage			
Landscaped Open Space			
Maximum Gross Floor Area			
Minimum Dwelling Unit Area			
<u>Accessory Uses</u>			
Lot Area			
Lot Frontage			
Location of Structure (specify yard)			
Front Yard Setback			
Interior Side Yard Setback			
Exterior Side Yard Setback			
Rear Yard Setback			
Water Setback			
Building Height			
Lot/Building Coverage			
<u>Parking and Loading</u>			
Number of Parking Spaces			
Parking Space Dimensions			
Number of Disabled Parking Spaces			
Disabled Parking Space Dimensions			
Location of Parking Spaces			
Driveway/Aisle Width			
Number of Loading Spaces			
Loading Space Dimensions			

DETAILS OF DEVELOPMENT			
DATA		REQUIRED	PROVIDED
SETBACKS	ZONING		
	FY	7.5	13.2±
	RY	7.5	24.6±
	INT.SY	4.5	6.6±
	EXT.SY	N/A	
NET LOT AREA (m ²)		2399.73 m ²	
BUILDING COVERAGE		9.6 %	
BUILDING HEIGHT		5.05 m	
GROSS FLOOR AREA		230.97 m ²	
No. of UNITS		1	
DT STACKING		10	
No. of LOADING SPACES		1	
PARKING			29
OTHER:			

SAMPLE SKETCH



KEY PLAN



LINDSAY STREET SOUTH

Sample sketch only, information illustrated is not accurate.