



## MUNICIPALITY OF MCDOUGALL ZONING BY-LAW AMENDMENT APPLICATION

### ZONING BY-LAW AMENDMENT APPLICATION CHECKLIST

Please ensure you have completed the following prior to submitting your application:

**GENERAL INSTRUCTIONS:** Read carefully before completing application.

- ☐ Complete Application and plans to be submitted.
- ☐ Application fees attached. Cheque made payable to the Municipality of McDougall
  - \$1000.00 non-refundable administration fee.

***All costs related to the rezoning will be the responsibility of the applicant.***

- ☐ Application to be signed by owner or authorized agent only.
- ☐ The consideration of this application does not make the Municipality liable for any of the applicant's costs for legal, surveying or any other professional costs.
- ☐ If there are objections to the amending by-law and a hearing of the Ontario Municipal Board is to be held, you should arrange to be present in person, or to be represented by your lawyer, at the meeting. All costs related to the hearing are the responsibility of the applicant.

### **NOTE**

Any costs over and above the **\$1,000.00** non-refundable administrative fee relating to this application, including but not limited to engineering studies, legal opinions, planning consultant fees, and Ontario Municipal Board hearing costs, will be the responsibility of the applicant.

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Signature of Applicant or Agent

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Date

## **APPLICANTS POSTING INSTRUCTIONS**

In order to facilitate consideration of your Application for Zoning By-law Amendment, we ask that you complete the following upon submission of the application to the Municipality.

- Mark out, on the ground, the location of the proposed lot lines - marking it clearly with stakes and colored ribbon.
- It is the responsibility of the Applicant to mark the property which is the subject of this Application.

Council members and/or Municipal staff may conduct site inspections of your lands. By submitting this application, you are authorizing the Municipality to access your lands for the purposes of conducting the required site inspection. Please be advised that where access is by water or by summer maintained municipal road or by private road, the consideration of the application may be delayed during the winter until safe access can be obtained to the lands.

You may be required to submit a copy of the Deed for the subject land. If access is provided by private road/right-of-way from a municipal road, attach a copy of the deed indicating if the access is registered on title.

Your application will not be processed until it is complete. A complete application will be determined in accordance with the requirements of the Planning Act, the Provincial Policy Statement, and the Municipality of McDougall Official Plan. Please be advised that technical and supporting studies submitted, as part of a complete application may be required to be peer reviewed. If a Peer Review is required, the cost will be at the expense of the applicant in accordance with policies of the McDougall Official Plan. The Planning Department will obtain prior authorization to proceed with the peer review from the applicant. To expedite the processing of your application please ensure it is complete upon submission. Incomplete applications will be returned for you to attend to the identified submission deficiencies. We will not hold incomplete applications in our office.

If you require additional assistance regarding this application, please contact the Planning Department at:

Municipality of McDougall  
Phone: 705-342-5252 or;  
E-mail: [lwest@mcdougall.ca](mailto:lwest@mcdougall.ca)



**Municipality of McDougall**  
Application for  
**ZONING BY-LAW AMENDMENT**

<b>OFFICE USE ONLY</b>		Date Stamp:
Application No.: Z _____ - _____		
File Name: _____		
Civic Address: _____		
Application Complete:	Fee Received:	
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

**ROLL # 4931-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-0000**

**1. CONTACT INFORMATION:**

*All communication will be directed to the Primary Contact only. Copies of correspondence will be sent to all parties and filed according to Municipal procedure.*

**Primary Contact** \_\_\_\_\_

**a) Registered Owner(s):** \_\_\_\_\_

*(List all owners and contact information if multiple exist)*

Mailing address line 1: \_\_\_\_\_

Mailing address line 2: \_\_\_\_\_

City: \_\_\_\_\_ Postal code: \_\_\_\_\_ Province/State: \_\_\_\_\_

Home phone: \_\_\_\_\_ Home fax: \_\_\_\_\_

Business phone: \_\_\_\_\_ Business fax: \_\_\_\_\_

Email address: \_\_\_\_\_

**b) Agent:** \_\_\_\_\_

Mailing address line 1: \_\_\_\_\_

Mailing address line 2: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Province/State: \_\_\_\_\_

Home phone: \_\_\_\_\_ Home fax: \_\_\_\_\_

Business phone: \_\_\_\_\_ Business fax: \_\_\_\_\_

Email address: \_\_\_\_\_

## 2. DESCRIPTION OF SUBJECT LANDS

- a) Concession(s): \_\_\_\_\_
- b) Lot(s): \_\_\_\_\_
- c) Registered Plan No.: \_\_\_\_\_ Lot(s)/Block(s): \_\_\_\_\_
- d) Reference Plan No.: \_\_\_\_\_ Part(s): \_\_\_\_\_
- e) Geographic Township (former municipality): \_\_\_\_\_
- f) Civic Address: \_\_\_\_\_
- g) Dimensions of subject lands:

Frontage (m)	Depth (m)	Area (ha)

- h) Official Plan (current designation of subject lands): \_\_\_\_\_
- i) How does the application conform to the Official Plan: \_\_\_\_\_
- j) Are there any easements or right-of-ways affecting the subject lands?
- ☐ Yes ☐ No

If yes, indicate and describe the purpose of the easement or right-of-ways:

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- k) The subject land is within an area where zoning with conditions apply:

☐ Yes ☐ No

*If yes, please attach an explanation of how the application conforms to the Official Plan policies relating to the zoning with conditions.*

- l) The subject land is within an area of land designated under any provincial plan or plans:

☐ Yes ☐ No

If yes, does the application conform to or does not conflict with the applicable provincial plan or plans:

☐ Yes ☐ No

## 3. ZONING BY-LAW AMENDMENT

- a) The current zoning of the subject land: \_\_\_\_\_
- b) The nature and extent of the proposed rezoning: \_\_\_\_\_
- c) The purpose of the proposed rezoning: \_\_\_\_\_

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d) Dimensions of the proposed lands to be rezoned:

*If only a portion of the subject, property is being rezoned.*

Frontage (m)	Depth (m)	Area (ha)

e) The application is to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement:

☐ Yes

☐ No

*If yes, attach details of the Official Plan or Official Plan amendment that deals with the above matter.*

f) The application is to remove land from an area of employment:

☐ Yes

☐ No

*If yes, attach details of the Official Plan or Official Plan amendment that deals with the above matter.*

g) The requested amendment to the Zoning By-law is consistent with the policy statements issued under subsection 3 (1) of the Act:

☐ Yes

☐ No

#### 4. EXISTING AND PROPOSED USES

a) Date the subject land was acquired by the current Owner: \_\_\_\_\_

b) Existing uses of the subject land: \_\_\_\_\_

\_\_\_\_\_

c) Length of time that the existing uses have continued: \_\_\_\_\_

d) Proposed uses of the subject land: \_\_\_\_\_

\_\_\_\_\_

*\*Attach a separate description if necessary*

e) Date the existing building(s) or structure(s) on the subject land were constructed:

	Type of building/ structure	Date Constructed
1.		
2.		
3.		
4.		

f) Location of all **existing** structures on the subject land (metric):

	Type of building/ structure	Front Yard (m)	Interior Side Yard (m)	Exterior Side yard (m)	Rear yard (m)
1.					
2.					
3.					
4.					

*\*Attach separate sheet if more than 4 existing structures*

g) Location of all **Proposed** structures on the subject land (metric):

	Type of building/ structure	Front Yard (m)	Interior Side Yard (m)	Exterior Side yard (m)	Rear yard (m)
1.					
2.					
3.					
4.					

*\*Attach separate sheet if more than 4 proposed structures*

h) Dimensions of all **existing** structures on subject land.

	Building	Ground Floor Area (m <sup>2</sup> )	Gross Floor Area (m <sup>2</sup> )	# of Stories	Length (m)	Width (m)	Height (m)
1.							
2.							
3.							
4.							

i) Dimensions of all Proposed structures on subject land

	Building	Ground Floor Area (m <sup>2</sup> )	Gross Floor Area (m <sup>2</sup> )	# of Stories	Length (m)	Width (m)	Height (m)
1.							
2.							
3.							
4.							

j) What are the adjacent land uses:

To the north: \_\_\_\_\_

To the south: \_\_\_\_\_

To the west: \_\_\_\_\_

To the east: \_\_\_\_\_

k) Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any apply.

Use or Feature	On the Subject Land	Within 500 metres of the Subject Land, unless otherwise specified (indicate approx.. distance)
An agricultural operation, including livestock facility of stockyard	<input type="checkbox"/>	<input type="checkbox"/>
A landfill	<input type="checkbox"/>	<input type="checkbox"/>
A sewage treatment plant or waste stabilization plant	<input type="checkbox"/>	<input type="checkbox"/>
A Provincially significant wetland (Class 1,2 or 3 wetland)	<input type="checkbox"/>	<input type="checkbox"/>
Flood plain	<input type="checkbox"/>	<input type="checkbox"/>
A rehabilitated mine site	<input type="checkbox"/>	<input type="checkbox"/>
A non-operating mine site within 1 kilometre of the subject land	<input type="checkbox"/>	<input type="checkbox"/>
An active mine site	<input type="checkbox"/>	<input type="checkbox"/>
An industrial or commercial use, and specify the uses(s)	<input type="checkbox"/>	<input type="checkbox"/>
An active railway line	<input type="checkbox"/>	<input type="checkbox"/>
A municipal or federal airport	<input type="checkbox"/>	<input type="checkbox"/>

## 5. ACCESS

a) Access to the subject land is provided by: \_\_\_\_\_

- |  |  |
|--|--|
| <input type="checkbox"/> Provincial highway        | <input type="checkbox"/> Municipal road (year round) |
| <input type="checkbox"/> Municipal road (seasonal) | <input type="checkbox"/> Private road / Right-of-Way |
| <input type="checkbox"/> Other road                | <input type="checkbox"/> Water                       |

b) If access to the subject land is by water only, indicate the following:

*Provide written confirmation of parking and docking facilities.*

**Docking** facility: \_\_\_\_\_

Distance from docking to subject land: \_\_\_\_\_

Distance from docking to nearest public road: \_\_\_\_\_

**Parking** facility: \_\_\_\_\_

Distance from docking to parking: \_\_\_\_\_

Distance from parking to nearest public road: \_\_\_\_\_

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

- ☐ Yes ☐ No

If YES describe the easement or covenant and its effect. \_\_\_\_\_

- d) If access to the subject land is by private road, or if “right-of-way” indicate who owns the land or road, who is responsible for its maintenance and whether it is maintains seasonally or all year. \_\_\_\_\_
- \_\_\_\_\_

## 6. SERVICES

- a) Water is provided to the subject land by:

☐ Private well ☐ Privately owned/operated communal well  
☐ Lake or other water body ☐ Other:

- b) Sewage disposal is provided to the subject land by:

☐ Private sewage system ☐ Privately owned/operated communal sewage system  
☐ Privy ☐ Other:

- c) Storm drainage is provided to the subject land by:

☐ Ditches ☐ Swales  
☐ Natural

## 7. OTHER APPLICATIONS

- a) Is the subject land currently the subject of an application for a Minor Variance, Consent or approval of a Plan of Subdivision?

☐ Yes ☐ No  
☐ Unknown

If YES, and if known, specify the application number: \_\_\_\_\_

- b) Has the land ever been the subject of an Official Plan Amendment or Zoning By-Law Amendment?

☐ Yes ☐ No  
☐ Unknown

If YES, and if known, specify the number for the amendment: \_\_\_\_\_

## 8. DIRECTIONS: HOW TO GET THERE

Civic Address: \_\_\_\_\_

Directions from McDougall Municipal Office (5 Barager Blvd. McDougall) to your site:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## 9. AUTHORIZATION BY OWNER

*Applicable if an Agent is making this application on your behalf.*

If the Applicant is not the Owner of the subject land of this Application, the written authorization of the Owner stating that the Agent is authorized to make the Application on their behalf must be included with this application form or the authorization set out below must be completed.

Please Note: If the Owner is an incorporated company, authorization of the appropriate signing officer(s) is required in accordance with the company's by-laws.

I (we), \_\_\_\_\_ the undersigned,

(Registered Owner(s))

being the Registered Owner(s) of the subject land, hereby authorize \_\_\_\_\_

(Agent)

to act as my Agent with respect to the preparation and submission of this Application.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

## 10. FREEDOM OF INFORMATION AND PRIVACY

Personal information contained in this form, collected and maintained pursuant to Section 34 of The Planning Act, will be used for the purpose of responding to the Application and creating a public record. The Owner's Signature acknowledges that "personal information [is] collected and maintained specifically for the purpose of creating a record available to the general public;" per Section 14(1)(c) of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M. 56.

The applicant acknowledges that the Municipality considers the application forms and all supporting materials, including studies and drawings, filed with this application to be public information and to form part of the public record. With the filing of an application, the applicant consents to the Municipality photocopying and releasing the application and any supporting material either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement. Questions regarding the collection of information should be directed to the Clerk/Planner at the Municipality of McDougall 705-342-5252

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

## 11. DECLARATION OF OWNER/AGENT

***Must be signed by the Owner(s)/Agent in the presence of a Commissioner.***

I \_\_\_\_\_ (Owner(s)/Agent) of the  
\_\_\_\_\_ of \_\_\_\_\_ in the  
County/District/Regional Municipality of \_\_\_\_\_ do  
solemnly declare that all of 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 \_\_\_\_\_  
in the \_\_\_\_\_ of \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Agent (if Applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Commissioner

\_\_\_\_\_  
Commissioners Stamp

## 12. ADDITIONAL FEES

If Planning, Engineering and/or legal fees are incurred by the Municipality pertaining to  
this Application, the Applicant, by endorsing below, hereby agrees to submit the balance  
due, upon receipt of an invoice for same.

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

### 13. PLANS REQUIRED

Please attach 2 copies of the sketch, site plan or survey **drawn to scale, in metric.**

One copy must be submitted on 8.5" x 11" paper and an electronic version in Adobe Acrobat pdf format.

Minimum requirements will be a sketch showing the following:

- ☐ The boundaries and dimensions (frontage, depth and area) of the subject land.
- ☐ Indicate the area to be rezoned.
- ☐ 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 lot line, rear lot line and the side lot lines.
- ☐ The approximate location of all topographical, 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.
- ☐ The current uses on land that is adjacent to the subject land.
- ☐ The location and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public 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 docking facilities to be used.
- ☐ If the subject land has Lake Frontage, label the lake name.
- ☐ The location and nature of any easement affecting the subject land.
- ☐ North arrow and scale.