

TOWNSHIP OF RAMARA
P.O. BOX 130
BRECHIN, ONTARIO L0K 1R0
TELEPHONE: (705) 484-5374 FAX: (705) 484-0441
APPLICATION FOR
OFFICIAL PLAN AMENDMENT
*Ontario Regulation 543/06
Planning Act, R.S.O. 1990 as amended*

The attached application form has been prepared to collect information required to process an application for an Official Plan Amendment. We want to make this process as user-friendly as possible. Provincial regulations, however, require that we ensure your application is complete before it is accepted. If this application is signed by an agent or applicant on behalf of the owner, THE WRITTEN AUTHORIZATION (attached to application) BY ALL REGISTERED OWNERS MUST accompany the application. If the owner/applicant is a Corporation, acting without agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) should be affixed. The words, "I have authority to bind the Corporation" may be printed under the signing officer's name instead of affixing the corporate seal.

You are advised to have the Planning and Zoning Administrator for the Township of Ramara provide you with the relevant Zoning and Official Plan information. If the proposed development does not conform to the Zoning Bylaw for the Township of Ramara, an application for an amendment to the Zoning Bylaw should be submitted so they can be considered concurrently. THE TOWNSHIP OF RAMARA DOES NOT ASSUME RESPONSIBILITY FOR IDENTIFYING ALL DEFICIENCIES.

TO GET STARTED YOU WILL NEED:

APPLICABLE APPLICATION FEE:

- Refer to Bylaw# 2008.63 being a Bylaw Establishing a Tariff of Fees for the Processing of Planning Applications

COMPLETED APPLICATION FORM

- including sworn affidavit signed by all registered owners stating that the information provided in the application and on the required sketch is true or alternatively, written authorization given by all registered owners for another individual to sign on their behalf. Commissioners for the Taking of Oaths are available at the Township of Ramara Administration Centre.
- ONE copy of a sketch (not larger than 8 ½" x 14") drawn to scale, including all dimensions of both the severed and retained parcels, or a survey of the subject lands (sample sketch and requirements included in application form). Make a clear distinction of the portion of property subject to the Official Plan Amendment application if application is not relevant to entire property.
- Once the application has been accepted with full payment and a file number has been assigned, a photocopy of the application will be provided upon request.

APPLICATION SIGN

- The required file identification sign(s) will be prepared by Township staff and provided to you at the time the application is filed with the municipality. The sign must be posted on the subject lands in a visible location from the street. A secondary sign will be prepared by the Township of Ramara as it relates to the notification of the required Public Meeting. This sign must also be posted on the subject lands in a visible location from the street, when available to you. The sign(s) is a required form of notification according to Ontario Regulation 543/06 as amended. Failure to post the sign(s) will result in delays.

Once the application has been received by the municipality and deemed a complete application, it will be circulated to the appropriate departments and agencies for comment. A Public Meeting of Council will be scheduled accordingly. All comments, concerns and submissions received at the Public Meeting, will be considered and the Township's Planning Consultant will work with the applicants in an attempt to resolve any issues. Once all issues have been satisfied, a further recommendation will be submitted to the Planning Committee, to consider the adoption of the proposed Official Plan Amendment.

If the Council of the Township of Ramara passes an Official Plan Amendment bylaw, a Notice of Passing will be given no later than 15 days after the day the bylaw is passed in the manner and form and to the persons and public bodies as prescribed. The Official Plan Amendment Bylaw, no later than 15 days after the day the bylaw is passed will be forwarded to the County of Simcoe being the Approval Authority. No later than 20 days after the day that the Notice of Passing was given, an appeal to the Ontario Municipal Board may be submitted setting out the objection to the bylaw and the reasons in support of the objection, accompanied by the prescribed fee by any of the following parties:

- The applicant
- A person or public body, who before the bylaw was passed, made oral submissions at a public meeting or written submissions to the Council of the Township of Ramara.
- The Minister

Amendments to the Ramara Official Plan are approved by the County of Simcoe. Prior to coming into effect, the adopted Official Plan Amendment and supporting material must be forwarded to the County of Simcoe Planning Department with the required application fee according to the County of Simcoe's Fees and Charges Bylaw #5946. If no Notice of Appeal is received within the required 20 days by the County of Simcoe, the bylaw will come into force and effect.

Should you have any difficulty with the questions on the application form, or if you require further information, please contact:

Deb McCabe, CPT, ACST
Planning and Zoning Administrator
Secretary Treasurer,
Committee of Adjustment

(705) 484-5374, ext.243



THE CORPORATION OF THE TOWNSHIP
OF RAMARA
APPLICATION FOR
OFFICIAL PLAN AMENDMENT
*Ontario Regulation 543106
Planning Act, R.S.O. 1990 as amended*

OFFICE USE ONLY	
FILE NO.:	_____
ROLL#:	_____
DATE SUBMITTED:	_____
RECEIPT:	_____

NOTE: This application must be completed in full. An incomplete or improperly prepared application may not be accepted and could result in processing delays.

1. OWNER/APPLICANT INFORMATION

REGISTERED OWNER(S): _____

MAILING ADDRESS: _____

CITY: _____ PROVINCE: _____

POSTAL CODE: _____ TELEPHONE NO.: _____

FAX NO.: _____ CELL NO.: _____

EMAIL ADDRESS: _____

AUTHORIZED AGENT /APPLICANT: _____

MAILING ADDRESS: _____

CITY: _____ PROVINCE: _____

POSTAL CODE: _____ TELEPHONE NO.: _____

FAXNO.: _____ CELL NO.: _____

EMAIL ADDRESS: _____

Please specify to whom all communications should be sent:

OWNER_____ AGENT/APPLICANT_____

2. PURPOSE OF APPLICATION

TYPE AND PURPOSE OF PROPOSED TRANSACTION:

3. LOCATION/LEGAL DESCRIPTION OF PROPERTY

COUNTY/DISTRICT/REGION: _____

MUNICIPALITY (CITY/TOWN/TOWNSHIP): _____

FORMER MUNICIPALITY: _____

CONCESSION NO.: _____ LOT(S): _____ REGISTERED PLAN NO.: _____

LOT(S): _____ REFERENCE PLAN NO.: _____ PART NO(S): _____

MUNICIPAL ADDRESS: _____

ARE THERE ANY EASEMENTS OR RESTRICTIVE COVENANTS AFFECTING THE SUBJECT

LANDS: Yes _____ No _____

If yes, describe the easement or restrictive covenant and its effect: _____

4. PROPERTY. ACCESS AND SERVICING INFORMATION

a) DESCRIPTION OF LAND INTENDED SUBJECT TO THE OFFICIAL PLAN AMENDMENT APPLICATION IN METRIC UNITS:

DOES AMENDMENT COVER "ENTIRE" PROPERTY: _____

FRONTAGE: _____metres WIDTH: _____metres

DEPTH: _____metres AREA: _____sq.m./hectares

EXISTING USE: _____ PROPOSED USE: _____

DIMENSIONS OF PORTION OF PROPERTY SUBJECT TO AMENDMENT:
(if different from above)

FRONTAGE: _____metres WIDTH: _____metres

DEPTH: _____metres AREA: _____sq.m./hectares

NUMBER AND TYPE OF BUILDINGS/STRUCTURES EXISTING ON LAND SUBJECT TO OFFICIAL PLAN AMENDMENT APPLICATION:

NUMBER AND TYPE OF BUILDINGS/STRUCTURES PROPOSED ON LAND SUBJECT TO OFFICIAL PLAN AMENDMENT APPLICATION:

b) EXISTING OR PROPOSED ACCESS TO LAND SUBJECT TO THE OFFICIAL PLAN AMENDMENT APPLICATION:

___ PROVINCIAL HIGHWAY ___ COUNTY OF SIMCOE ROAD ___ MUNICIPAL ROAD

___ PRIVATE ROAD ___ PRIVATE RIGHT OF WAY ___ WATER ACCESS

NAME OF ROAD/STREET: _____

IF ACCESS TO THE SUBJECT LAND IS BY PRIVATE ROAD/PRIVATE RIGHT OF WAY, PLEASE INDICATE WHO OWNS THE LAND/ROAD, WHO IS RESPONSIBLE FOR MAINTENANCE AND WHETHER IT IS MAINTAINED SEASONALLY OR YEAR ROUND:

IF ACCESS TO THE LAND IS BY WATER ONLY:

PARKING/DOCKING FACILITIES TO BE USED: _____

APPROXIMATE DISTANCE OF FACILITIES FROM LAND: _____

NEAREST PUBLIC ROAD: _____

c) SERVICING:

WATER SUPPLY: (Check applicable option)

TYPE	PROPOSED	EXISTING
Publicly owned and operated piped water supply	_____	_____
Privately owned and operated	_____	_____
Individual or communal well	_____	_____
Lake or other water body	_____	_____
Other means (specify)	_____	_____

SEWAGE DISPOSAL SUPPLY: (Check applicable option)

TYPE	PROPOSED	EXISTING
Publicly owned and operated sanitary sewage system	_____	_____
Septic system (private or communal)	_____	_____
Other (specify)	_____	_____

STORM DRAINAGE PROVIDED: (Check applicable option)

TYPE	PROPOSED	EXISTING
Sewers	_____	_____
Ditches	_____	_____
Swales	_____	_____
Other	_____	_____

5. STATUS OF OTHER PLANNING APPLICATIONS

IS THE SUBJECT LAND THE SUBJECT OF AN APPLICATION FOR ZONING BYLAW AMENDMENT THAT HAS BEEN SUBMITTED FOR APPROVAL?

_____ Yes _____ No _____ Unknown

If yes, and if known, specify the appropriate file number and status of the application:

IS THE SUBJECT LAND THE SUBJECT OF AN APPLICATION FOR A, MINOR VARIANCE, CONSENT OR PLAN OF SUBDIVISION?

_____ Yes _____ No _____ Unknown

If yes, and if known, specify the appropriate file number and status of the application:

IS THE SUBJECT LAND THE SUBJECT OF ANY OTHER PLANNING APPLICATION (ie. Site Plan)

_____ Yes _____ No If yes, describe:

HAS THE SUBJECT LAND EVER BEEN SUBJECT TO A PREVIOUS OFFICIAL PLAN AMENDMENT APPLICATION:

_____ Yes _____ No If yes, describe:

6. PROVINCIAL POLICY

IS THE PROPOSAL CONSISTENT WITH THE POLICY STATEMENTS ISSUED UNDER SUBSECTION 3(1) OF *THE PLANNING ACT*, 1990, R.S.O. AS AMENDED?

_____ Yes _____ No

If no, please explain:

IS THE SUBJECT LAND WITHIN AN AREA OF LAND DESIGNATED UNDER ANY PROVINCIAL PLAN(S)? (ie. Lake Simcoe Protection Plan)

_____ Yes _____ No

IF YES, DOES THE APPLICATION CONFORM (ie. does not conflict) WITH THE APPLICABLE PROVINCIAL PLAN(S):

_____ Yes _____ No

7. LAND USE

WHAT IS THE EXISTING COUNTY OF SIMCOE OFFICIAL PLAN DESIGNATION(S) OF THE SUBJECT LAND:

WHAT IS THE **EXISTING** TOWNSHIP OF RAMARA OFFICIAL PLAN DESIGNATION(S) OF THE SUBJECT LAND:

WHAT IS THE **PROPOSED** OFFICIAL PLAN DESIGNATION FOR THE SUBJECT LAND:

WHAT IS THE EXISTING ZONING BYLAW# AND ZONE CATEGORY(S) FOR THE SUBJECT LAND:

HAS THIS PROPERTY EVER BEEN PART OF AN APPLICATION FOR APPROVAL OF A PLAN OF SUBDIVISION OR CONSENT UNDER *THE PLANNING ACT*:

_____Yes _____No _____Unknown

If yes, provide the following information:

File No.: _____ Decision: _____

ARE ANY OF THE FOLLOWING USES OR FEATURES LOCATED ON THE SUBJECT LAND OR WITHIN 500 METRES OF THE SUBJECT LAND? PLEASE CHECK THE APPROPRIATE BOXES, IF ANY APPLY:

Use or Feature	On the Subject Land	Within 500 metres (1,640') of subject land (Indicate distance)
An agricultural operation, including livestock facility or stockyard		
A County of Simcoe landfill		
A sewage treatment plant or waste stabilization plant		
A Provincially significant wetland (Class 1,2 or 3 wetland) or other environmental feature		
Floodplain		
A rehabilitated aggregate operation		
A non-operating aggregate site within 1 kilometre		
An active aggregate operation		
An industrial or commercial use (specify the use(s))		
An active railway line		
Seasonal wetness of land		
Erosion		

8. SUPPORTING MATERIAL TO BE SUBMITTED BY THE APPLICANT

IN ORDER FOR YOUR APPLICATION TO BE CONSIDERED COMPLETE, A SKETCH DRAWN TO SCALE IN METRIC UNITS MUST BE INCLUDED AS PART OF THIS APPLICATION WHICH SHOWS:

- a) The boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land.
- b) The approximate distance between the subject land and the nearest Township of Ramara lot line or landmark such as a bridge or railway crossing.
- c) The boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained- in metric units.
- d) The approximate location of all natural and artificial features (lor example: buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
 - are located on the subject land and on land that is adjacent to it and in the applicant's opinion, may affect the application
- e) The current uses of land that is adjacent to the subject land (for example: residential, agricultural or commercial).
- I) The location 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 right of way.
- g) If access to the subject land is by water only, the location of the parking and boat docking facilities to be used.
- h) The location and nature of any easement affecting the subject land.
- i) Location, size, height and type of all existing and proposed buildings or structures on the severed or retained lands, including the distance of the buildings or structures from front yard lot line, rear yard lot line and side yard lot lines.
- j) The location, size and distance to buildings and property lines of any existing sewage system treatment units (septic tanks) and distribution piping (septic beds) on the lot to be created and/or retained.
- k) Include a key map showing the location of the subject lands.

IF OTHER DOCUMENTATION/SUPPORTING MATERIAL BECOMES NECESSARY, YOU WILL BE CONTACTED AND THIS INFORMATION MUST BE SUBMITTED PRIOR TO YOUR APPLCIATION PROCEEDING.

FREEDOM OF INFORMATION

For the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body any information that is collected under the authority of *The Planning Act* for the purposes of processing this application.

OWNER/APPICANT/AGENT SIGNATURE

DATE:

OWNER/APPICANT/AGENT SIGNATURE

DATE:

DECLARATION

I/WE _____ of _____ solemnly declare that:

- All of the above statements and the statements contained in all of the exhibits transmitted herewith 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 it made under oath and by virtue of the Canada Evidence Act

DECLARED BEFORE ME AT
THE _____ IN
THE _____

**TO BE SIGNED IN THE PRESENCE OF A
COMMISSIONER FOR TAKING AFFIDAVITS**

THIS _____ DAY OF _____, 20

OWNER/APPLICANT/AGENT

A Commissioner, etc...

OWNER/APPLICANT/AGENT

AUTHORIZATION

If the application is not the owner(s) of the land that is the subject of this application, the authorization set out below must be completed by the owner.

I/WE, _____ am/are the owner(s) of the land that is the subject of this consent application. I/WE authorize _____ to

make this application on my/our behalf and to provide any of my/our personal information for the processing of this application.

SIGNATURE

DATE

SIGNATURE

DATE

INFORMATION PROVIDED IN THIS APPLICATION WILL BECOME PART OF A
PUBLIC RECORD

ACKNOWLEDGEMENT OWNER/APPLICANT/AGENT

I/WE, _____ hereby acknowledge receipt of a copy of Bylaw #2008.63, as amended, for the Corporation of the Township of Ramara, being a bylaw to establish a Tariff of Fees for the Processing of Planning applications, and agree to be bound by the terms thereof.

I/WE hereby agree to pay all advertising costs, consulting fees, i.e. Planning and Engineering, and any Legal fees incurred by the Township of Ramara in connection with the processing of Application File # _____.

I/WE acknowledge that the deposit money I/WE have paid, as required by Bylaw #2008.63, as amended, will be held by the Township until completion of all matters pertaining to this application. I/WE further acknowledge that all expenses incurred by the Township regarding this application will be invoiced to ME/US and will be paid by ME/US within 30 days of the Township's invoice date.

DATED this _____ day of _____, 20__

SIGNATURE

DATE

SIGNATURE

DATE

LAKE SIMCOE REGION CONSERVATION AUTHORITY

IF THE PROPERTY SUBJECT TO THE OFFICIAL PLAN AMENDMENT APPLICATION HAS BEEN DETERMINED TO BE WITHIN A REGULATED AREA OF THE LAKE SIMCOE REGION CONSERVATION AUTHORITY OR SUBJECT TO THE *LAKE SIMCOE PROTECTION PLAN*, PLEASE BE ADVISED THAT UNDER *THE PLANNING ACT* THE APPLICATION MUST BE CIRCULATED TO THE AUTHORITY FOR COMMENTS.

AM I IN A REGULATED AREA?

Regulated areas are those areas that are:

- subject to flooding
- wetlands or lands beside wetlands
- subject to shoreline erosion
- stable and unstable stream valleys
- watercourses
- slopes
- applicable setback areas

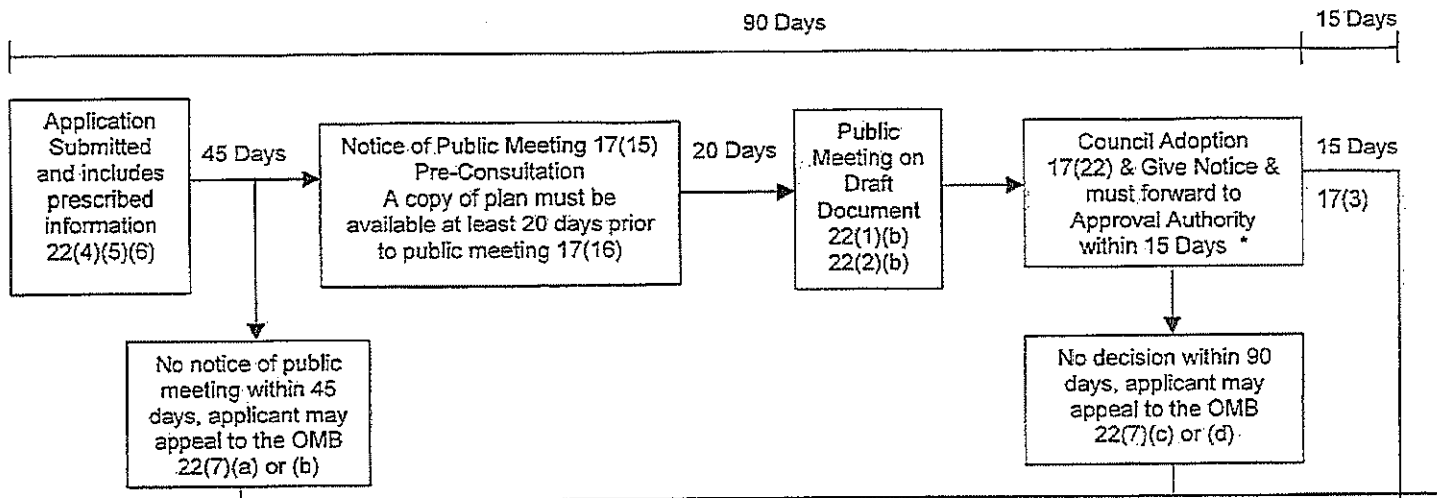
MAPS TO DETERMINE IF YOUR PROPERTY IS REGULATED ARE FOUND ON THE LAKE SIMCOE REGION CONSERVATION AUTHORITY WEBSITE AT www.lsrca.on.ca.

IT WILL BE DETERMINED BY THE AUTHORITY IF A PERMIT UNDER ONTARIO REGULATION 179106, WILL BE REQUIRED.

ALL PLANNING APPLICATIONS SUBMITTED TO THE LAKE SIMCOE REGION CONSERVATION AUTHORITY ARE SUBJECT TO THE FOLLOWING REVIEW FEES AS PER THE PLANNING AND DEVELOPMENT FEES POLICY (APRIL 23, 2010)

PLANNING APPLICATIONS	REVIEW FEES
OFFICIAL PLAN/ZONING BYLAW AMENDMENTS	\$500.00
PEER REVIEW (eg. Geotechnical Study)	COST PAID BY APPLICANT

OPA Initiated by Applicant



* Council refusal to adopt, applicant may appeal to the OMB; 22(7)(e) or (f)

MUNICIPAL PROCESS

