



TOWN OF GRAVENHURST

Application for an Official Plan Amendment Under Section 17 of the Planning Act

PRE-APPLICATION:

Early consultation with Municipal planning staff as well as other affected agencies can assist in the preparation of this application and the identification of any concerns or requirements which must be addressed. Applicants are advised to contact our office prior to submission of the application.

SUBMISSION OF THE APPLICATION:

This application form is to be used by persons or public bodies wishing to amend the Town of Gravenhurst Official Plan. In this form, the term "subject land" means the land that is subject of the proposed amendment. Submission of this application also constitutes consent for authorized municipal and other agency staff to inspect the subject lands or premises.

The application will include:

- 25 copies of the completed application form (including 2 with original signatures)
- 5 copies of the information/reports, as needed, when completing the sections of the application form. The nature of the information/reports varies with the type of land uses proposed and the existing land use and topographic features
- application and cost acknowledgement fees

This information will be used to consult with agencies that may have an interest in the matter. Where the scale or nature of the official plan changes appear to require that a large number of agencies are to be consulted, additional copies of the application form should be submitted.

Applications should be submitted to:

The Town of Gravenhurst
Development Services Department
Planning
3-5 Pineridge Gate
Gravenhurst, Ontario
P1P 1Z3
(705) 687-3412 of fax (705) 687-7016

COMPLETENESS OF THE APPLICATION:

The information in this application form that must be provided by the applicant is indicated *in italics*. This information is prescribed under the Planning Act and by Town by-law. This mandatory information must be provided along with the required fee. If the mandatory information and fee is not provided, the application will be returned until the prescribed information and the fee are provided.

The application form also sets out additional information (eg. technical information or reports) that will assist in the planning evaluation of the proposal. To ensure the quickest and most complete review, this information should be submitted along with the mandatory information. In the absence of this additional information, it may not be possible to do a complete review within the legislated time frame for making a decision.

FOR HELP:

For assistance or additional information, please contact the Town of Gravenhurst Planning Department at (705) 687-3412 or fax (705) 687-7016. We would be pleased to discuss your proposal with you.

Application for an Official Plan Amendment: (Area & District)

Note: Items in *Italics* (Sections 1, 2, 3, 5, 6, 11, 15, 17 and 21) are prescribed by regulation and must be completed. To avoid delays and assist in the processing of your application, please complete the remaining sections of the form. To avoid delays, other information supplied must be complete and accurate. A sketch map and legal description are required. Incomplete applications will be returned. All applications must be signed. Metric units should be used. Please type or print.

District or Area Use Only

<i>Date Received</i>	<i>Date Accepted</i>	<i>File No</i>
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1. **Application for:** *District Official Plan Amendment* *Area Official Plan Amendment*

2. **Area Municipality** _____

3. Names

	<i>Address</i>	<i>Telephone Nos.</i>
<i>Registered Owner*</i>		<i>Home</i>
	<i>Postal Code</i>	<i>Business</i>
<i>Applicant</i>		<i>Home</i>
	<i>Postal Code</i>	<i>Business</i>
<i>Agent or Solicitor</i>		<i>Home</i>
	<i>Postal Code</i>	<i>Business</i>

* If a numbered company, give name and address of principal owner

4. All correspondence should be sent to (one only) Owner Applicant Agent/Solicitor

5. Location of Property

	<i>Lot</i>	<i>Concession</i>	<i>Former Twp.</i>
<i>Registered Plan No.</i>	<i>Lot(s)</i>	<i>Reference Plan No.</i>	<i>Part(s)</i>
<i>Municipal Address</i>			<i>Parcel No.</i>
<i>Roll No.</i>		<i>Lake or River</i>	

6. Particulars of Property

Frontage	Depth	Area

7. Creation of Lot(s)

- a. How long has the lot been in the owner's possession? _____
- b. If consent to sever is required, has a severance application been made?
 No Yes, District File No. _____

Note: If a decision on the severance has been made, please enclose a copy of the decision with this application.

- c. Does the proposed amendment involve a subdivision or condominium application?
 No Yes, District File No. _____

8. Existing Use of Property

- Residential Industrial Commercial Institutional Vacant
- Other _____

9. List any Existing Buildings or Structures on the Property

10. Previous Use of Property

- Residential Industrial Commercial Institutional Vacant
- Other _____

- A. If Industrial or Commercial, please specify use _____
- B. Has the grading of the subject land been changed by adding earth or other material?
 Yes No Unknown
- C. Has a gas station been located on the subject land or land adjacent to the subject land at any time?
 Yes No Unknown
- D. At any time has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?
 Yes No Unknown
- E. Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites? Yes No Unknown
- F. What information did you use to determine the answers to 10.a-e above?

- G. If YES to (10.b), (10.c), (10.d), or (10.e), a previous use inventory showing all former uses of the subject land, or if appropriate, the land adjacent to the subject land, is needed.
Is the previous use inventory attached? Yes No

11. District Official Plan designation:

Existing _____
Proposed _____

12. Local Official Plan designation:

Existing _____
Proposed _____

13. Zoning Category and By-law:

Existing _____
Proposed _____

14. Proposed Use of Property

Residential Industrial Commercial Institutional

Other _____

15. List Proposed Buildings or Structures

16. The amendment would:

Change or replace the approved official plan land use designation for the subject land.

Add new policy, or change, delete, or replace approved official plan policy.

What policy would be changed, deleted, or replaced and what would be the effect? _____

17. Related Planning Applications

Are there any applications under the Planning Act, such as for approval of an official plan amendment, a zoning by-law amendment, a minor variance, a plan of subdivision or a site plan, or for a consent, that includes land within 120 metres of the subject land? Yes No Unknown

If Yes, list below or attach on a separate page:

Approval authority considering the application: _____

Type of application and the file number: _____

Description of the land that is the subject of the application: _____

Purpose of the application and the effect on this application: _____

Status of the application: _____

18. Servicing

a) Does the proposed official plan amendment conform to the approved servicing and phasing policies or servicing schedule in the official plan? Yes No

b) Indicate in i) and ii) the proposed servicing type for the subject land. Select the appropriate servicing type from Table A. Attach and provide the name of the servicing information/reports as indicated in the Table.

i) Indicate the proposed sewage disposal system _____

ii) Indicate the proposed water supply system _____

iii) Name of servicing information/report _____

Attached

TABLE A - SEWAGE DISPOSAL AND WATER SUPPLY.

Service Type	Action or Needed Information/Reports
Sewage Disposal	
A) Public piped sewage system	No action at this time. District will need to confirm that capacity is available to service this application.
B) Individual septic system(s)	Individual septic systems for the development of more than 5 lots/units: servicing options statement ¹ and hydrogeological report ² . Individual septic systems for the development of 5 or less lots/units and generating less than 4500 litres per day effluent: hydrogeological report ² .
C) Other	To be described by the applicant and attached with the application.
Water Supply	
A) Public piped water system	No action at this time. District will need to confirm that capacity is available to service this application.
B) Individual well(s)	Individual wells for the development of more than 5 lots/units: servicing options statement ¹ and hydrogeological report ² . Individual wells for non-residential development where water will be used for human consumption: hydrogeological report ² .
C) Individual surface water	No action at this time
D) Other	To be described by applicant and attached with the application

1 Where the Ministry of Environment and Energy (MOEE) requires a servicing options report, consultation with MOEE and the District respecting the servicing should occur before submission of this application.

If communal services are proposed outside of a community which currently has municipal water and sewer service, an amendment to the District Official Plan may be required and should be submitted prior to or concurrently with this application. If communal services are being considered the District should be contacted as early as possible.

2 All development on septic tanks require a hydrogeological report. Before undertaking a hydrogeological report, consult MOEE about the type of hydrogeological assessment that MOEE will expect, given the nature and location of the proposal.

c) Indicate below the proposed storm drainage and access for the subject land. Select the appropriate type from Table B. Attach and provide the name of any servicing information as indicated in the Table.

Indicate the proposed storm drainage system _____

Indicate the proposed road access _____

Is water access proposed? Yes No

If Yes, attach a description of the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road. Attached

Is the preliminary stormwater management report attached? Yes No

If not attached as a separate report, where can it be found? _____

TABLE B - STORM DRAINAGE, ROAD ACCESS AND WATER ACCESS

Service Type	Action or Needed Information/Reports
Storm Drainage	
A) Sewers	Preliminary stormwater management and construction mitigation plans are required with the submission of the application. A full storm water management plan may be necessary prior to final approval of a plan of subdivision or as a requirement of site plan approval.
B) Ditches or swales	
C) Other	
Road Access	
A) Provincial highway	An access permit is required from MTO before any development can occur.
B) Municipal road maintained all year	The municipality should be contacted respecting the road alignment and access.
C) Municipal road maintained seasonally	The municipality should be contacted respecting the road alignment and access.
D) Right-of-way	No action.
Water Access	Information from the owner of the docking and parking facility proposed respecting the capacity to accommodate the proposed development should be provided.

d) Is the proposed official plan amendment consistent with the recommendations of the watershed plan, if any? Yes No N/A

e) Does the proposed official plan amendment conform to the master drainage, sub-watershed or shoreline management plan, if any? Yes No N/A

19. AFFORDABLE HOUSING

19.a. For proposals that include permanent housing (i.e. not seasonal) complete the following table. For each type of housing and unit size, complete the rest of the row. If lots are to be sold as vacant lots, indicate the lot area. Use best information available at the time of application. If additional space is needed, attach a separate page.

AFFORDABLE HOUSING

For example: Semi-detached - 10 units; 93 m²; 2 bedrooms; 12 m; 75% affordable to 60th percentile; 0% affordable to 30th percentile

Housing Type ¹	# of Units	Unit Size (m ²) or Lot Area (m ²)	Number of Bedrooms	Lot Frontage (m)	% affordable ² to the 30th percentile	% affordable ² to the 60th percentile

¹ Housing Types include: **Single Detached; Link/Semi-detached; Row or Townhouses; Apartment Block; Other (specify).**

² "Affordable " units means units, including not-for-profit and market housing, which are affordable to households with incomes in the lowest 60% (or 30% as applicable) of the income distribution for the housing market area. For assistance, refer to the current Information Bulletin released by the Ministry of Housing from time to time.

b. Is there any other information which may relate to the affordability of the proposed housing, or the type of housing needs served by the proposed official plan amendment? Yes No

- c. Does the plan amendment apply to lands affected by aboriginal land claim negotiations or an area covered by a provincial/aboriginal co-management agreement? Yes No

20. Provincial Policy

All applications under the Planning Act are subject to review for conformity with the Comprehensive Set of Policy Statements issued by the Province of Ontario. Complete the applicable lines of **Table C - Provincial Policies** and complete **Table D - Features and Development Constraints**. Identify any policy areas which may be applicable and how the policies have been addressed.

Table C - Provincial Policies

Provincial Policy Number(s) and Abbreviated Policy Topics from the Comprehensive Set of Policy Statements	Identify any policy areas which may be applicable and give the report name and page(s) where applicable
A1.1, 1.4 ground and surface water	
A1.2, 1.4 natural heritage systems, features and areas	
A1.3 fish habitat	
A2 wetlands	
A3.1 Great Lakes - St.Lawrence regulatory shoreline	
A3.3, 3.4 hazardous and contaminated sites	
A3.5, 3.2 flooding and erosion	
B1 social and human service needs	
B2 public streets, places and facilities	
B3 mainstreets and downtowns	
B4 economic development	
B5 efficient communities	
B6, E2 transportation facilities	
B7 servicing and infrastructure	
B8a intensification in built up areas	
B8b development areas within settlement areas with full services	
B8c extensions to settlement areas with full services	
B9a development areas within settlement areas not on full services	
B9b extensions to settlement areas not on full services	
B10 development in rural areas	
B11 development in territory without municipal organization	
B12 public access to public land and water bodies	
B13 significant landscapes, vistas and ridge-lines	
B14 cultural heritage landscapes and built heritage resources	
B15 significant archaeological resources	
B16 transportation, infrastructure corridors and rights of way	
B17 land use compatibility	
C housing including affordable housing	

Provincial Policy Number(s) and Abbreviated Policy Topics from the Comprehensive Set of Policy Statements	Identify any policy areas which may be applicable and give the report name and page(s) where applicable
D1, 2,3,4, agricultural policies	
D5 agricultural separation distances	
E1, 3 energy and water conservation	
E4 waste management	
F1 mineral aggregates	
F2 mineral and petroleum resources	

Table D - Features or Development Circumstances

Feature or Development Circumstance	Policy Section	Indicate (a) if the circumstance applies; or (b) If the feature is on-site or within 500 metres (Indicate distance)	Summary of the development constraints, development considerations or information needed to demonstrate how the development is consistent with the Policy	Is the Required Information attached?	
				Yes (indicate report name and/or page)	No
Sensitive groundwater recharge areas, head-waters and aquifers (only indicate if the circumstance applies)	A1.1		It must be demonstrated that development will not negatively impact sensitive groundwater recharge areas, head-waters and aquifers.		
Significant ravine, valley, river and stream corridors and significant portions of habitat of endangered species and threatened species	A1.2a G6		Within these features, development is not permitted. Within 50 metres of these features, an Environmental Impact Study is needed.		
Significant habitat of vulnerable species, significant natural corridors, Areas of Natural and Scientific Interest (ANSI), shorelines of lakes, rivers and streams, significant wildlife habitat, fish habitat	A1.2b A1.3 G6		Except for fish habitat and shorelines, within these features or within 50 metres of the feature, an Environmental Impact Study is needed for proposed development. Within 30 metres of a shoreline, an Environmental Impact Study is needed which must include fish habitat.		
Significant wetlands	A2		Within significant wetlands within the Great Lakes - St. Lawrence Region, development is not permitted. Within 120 metres of the above, an Environmental Impact Study is needed.		
Great Lakes - St. Lawrence River System	A3.1		Within the regulatory shoreline, a feasibility study is needed, but within the regulatory dynamic beach standard, regulatory flood standard of connecting channels, or defined portions of the regulatory shorelines, development is not permitted.		
Erosion hazards	A3.2		Within the 1:100 year erosion limits of ravines, river valleys and streams, development should be restricted.		

Hazardous sites and rehabilitated mine sites	A3.3		For development on rehabilitated mine sites, an application for approval from the Ministry of Northern Development and Mines should be made concurrently.		
Contaminated sites	A3.4		In areas of possible soil contamination, an inventory of previous uses is needed. (See Section 8 of the form)		
Flood plains	A3.5		Where one-zone flood plain management is in effect, development is not permitted within the flood plain. Where two-zone flood plain management is in effect, development is not permitted within the floodway. Where a Special Policy Area (SPA) is in effect, must meet the official plan policies for the SPA.		
Non-farm development outside of designated settlement areas or expansions of designated settlement areas	B8, 9, 10, 11		Development proposed outside of designated settlement areas or the expansion of settlement areas requires justification.		
Access to public land	B12		Development adjacent to public lands and water bodies should maintain reasonable public access.		
Significant landscapes, vistas and ridgelines, significant cultural heritage landscapes and built heritage resources	B13, 14		Development should conserve significant landscapes, vistas and ridge-lines, significant cultural heritage landscapes and built heritage resources.		
Significant archaeological resources	B15		In areas of medium and high potential for significant archaeological resources, these resources are to be studied and preserved, or, where appropriate, removed, catalogued and analyzed prior to development.		
Transportation and infrastructure corridors	B16		The continuous linear characteristics of significant transportation and infrastructure corridors and rights-of-way should be protected.		
Agricultural operations	D5		A separation distance calculation under the Minimum Distance Separation Formula for non-farm uses should be submitted concurrently for site specific amendments.		
Protection of Mineral Aggregate Resources	F1.1, 1.3, 1.4		Within mineral aggregate resource areas, justification is needed for non-mineral aggregate development.		
Existing Pits and Quarries	F1.2		It must be demonstrated that proposed development will not preclude the continued use of existing pits and quarries.		
Mineral and petroleum resource areas	F2.1, 2.2, 2.3		Within mineral or petroleum resource areas, justification is needed for non-mineral resource development.		

Class I industry. (Small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only)	B17		A feasibility study is needed for:		
Class II industry. (Medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.)			a) residential and other sensitive uses within 70 metres of a Class I industry or vice-versa;		
Class III industry within 1000 metres. (Processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.)			b) residential and other sensitive uses within 300 metres of a Class II industry or vice-versa; and		
Landfill site			c) residential and other sensitive uses within 1000 metres of a Class III industry or vice-versa.		
Sewage treatment plant			A landfill study to address leachate, odour, vermin and other impacts is needed.		
Waste stabilization pond			A feasibility study is needed for residential and other sensitive uses.		
Active railway lines (excluding minor branch lines)			Within 100 metres, a feasibility study is needed.		
Controlled access highways or freeways, including designated future ones					
Operating mine site					
Non-operating mine site within 1000 metres			Pre-consult the Ministry of Northern Development and Mines.		
Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater			Between the 28 and 35 NEF/NEP contours, a noise feasibility study is needed for development of residential, passive use park, school, library, church, theatre, auditorium, hospital, nursing home, camping or picnic area uses. At or above the 35 NEF/NEP contour, development of the above uses will not be permitted. At or above the 30 NEF/NEP noise contour, a noise feasibility study is needed for development of hotel, motel, retail and service commercial, office, athletic field, playground, stadium or outdoor swimming pool uses. At or above the 35 NEF/NEP contour, a noise feasibility study is needed for development of industrial, warehousing, arena, general agriculture, animal breeding uses.		
Electric transformer stations			Within 200 metres, a noise study is needed for development.		
High voltage electric transmission lines			Pre-consult the appropriate electric power.		

21. AFFIDAVIT OR SWORN DECLARATIONS

a. Declaration For the Prescribed Information

I, _____ of the _____ in
the _____ make oath and say
(or solemnly declare) that the information contained in Sections 1, 2, 3, 5, 6, 11, 15, 17 and 21 inclusive of
this application is true and that the information contained in the documents that accompany this application
in respect of the above Sections is true.

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

Commissioner of Oaths _____
Applicant

b. Declaration For Requested Information

I, _____ of the _____ in
the _____ make oath and say
(or solemnly declare) that to the best of my knowledge the information contained in Sections 4, 7, 8, 9, 10,
12, 13, 14, 16, 18, 19, and 20 of this application is true and that the information contained in the documents
that accompany this application in respect of the above Sections is true.

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

Commissioner of Oaths _____
Applicant

22. AUTHORIZATIONS

a. *If the applicant is not the owner of the land that is the subject of this application, the written authorization of
the owner that the applicant is authorized to make the application must be included with this form or the
authorization set out below must be completed.*

**Authorization of Owner for Agent
to Make the Application**

*I, _____, am the owner of the land that is the subject of this application for an official plan
amendment and I authorize _____ to make this application on my
behalf.*

Date _____
Signature of Owner

b. *If the applicant is not the owner of the land that is the subject of this application, complete the authorization
of the owner concerning personal information set out below.*

**Authorization of Owner for Agent
to Provide Personal Information**

I, _____, am the owner of the land that is the subject of this application for an official plan amendment and for the purposes of the Freedom of Information and Protection of Privacy Act I authorize _____ as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date

Signature of Owner

The planning services agreement must be signed by the owner(s) of the subject lands.

PLANNING SERVICES AGREEMENT

Between

The Corporation of the Town of Gravenhurst (hereinafter called the Town)

-and-

Owner(s) (hereinafter called the Applicant)

WHEREAS THIS AGREEMENT is entered into pursuant to the provisions of the Fees By-law of the Town of Gravenhurst:

1. THIS AGREEMENT WITNESSES THAT IN CONSIDERATION OF THE MUTUAL COVENANTS SET OUT BELOW, THE PARTIES AGREE AS FOLLOWS:

The Applicant agrees to provide the Town with the following:

- (a) any information in the Applicant's possession concerning the planning aspects of the application;
- (b) all surveys, drawings, sketches, or plans, as required for the processing of the application; and
- (c) the applicable application fee(s) as prescribed by the Town of Gravenhurst Fees By-law.

2. WHEREAS AN APPEAL HAS BEEN RECEIVED FROM AN APPELLANT OTHER THAN THE APPLICANT TO ANY OF THE FOLLOWING:

An application for a minor variance, a zoning by-law amendment, an official plan amendment, a consent application, or a deeming by-law; **AND** if the Ontario Land Tribunal is required, **THEN** a deposit of \$2,123.00 shall be submitted to the Town by the Applicant prior to the submission of the request for approval to the Ontario Land Tribunal (this amount shall be for all fees and disbursements paid to the Town's solicitor and expert witnesses called to testify by the Town and for all disbursements incurred by the Town in connection with the application). Any surplus funds shall be refunded to the Applicant following final approval of the application. Should the costs referred to above exceed \$2,123.00, the Applicant shall reimburse the Town for all such costs.

3. The Town agrees to process the application in accordance with the requirements of the Planning Act, R.S.O. 1990, Chapter P.13.

4. Where the Town finds it necessary to make extensive use of professional assistance in preparation for the Ontario Land Tribunal, or where the Hearing is of more than two (2) days in duration, the Town may submit to the Applicant, and the Applicant agrees to pay promptly, interim accounts from time to time in respect of all reasonable expenses incurred by the Town, payment for which have been made by the Town or invoices for which have been received by the Town.

IN WITNESS WHEREOF the Applicant and the Town has caused its corporate seal to be affixed over the signature of its respective signing officers.

SIGNED, SEALED, AND DELIVERED in the presence of:

_____))
 Witness))
))
 _____))
 Witness))
))
 _____))
 Date))
))
))
))
 _____))
 Date))

Per: _____
 Per: _____
 Signature of Owner(s)

 The Corporation of the Town of Gravenhurst
 Per: _____
 Director of Development Services