



Corporation of the
Township of Tay

450 PARK ST.
P.O. BOX 100
VICTORIA HARBOUR
ONTARIO L0K 2A0

(705) 534-7248
FAX (705)534-4493
info@tay.township.on.ca

**OFFICIAL PLAN AMENDMENT
APPLICATION**

File No. _____

Pursuant to Section 22(4) of the Planning Act, R.S.O. 1990, as amended, I/We hereby submit this application to the Township of Tay in respect of the lands hereinafter described for an Amendment to the Township of Tay Official Plan.

A. OWNERSHIP/APPLICANT DETAILS

1. Name of Owner(s): _____

Address: _____

Postal Code: _____ Telephone No. (____) _____

Email Address: _____

Date subject lands acquired by owners: _____

2. Name of Authorized Agent (if any)

Address: _____

Postal Code: _____ Telephone No. (____) _____

Email Address: _____

NOTE: It is requested that all communications be sent to:

Owner _____ **Agent** _____

3. Names and addresses of any mortgages, holders or charges or other encumbrances:

B. PROPERTY DETAILS

4. Description of Subject Lands:

Concession # _____ Lot(s) _____
Registered Plan # _____ Lot(s) _____
Reference Plan # _____ Part(s) _____

Name of Fronting Street and Street # _____

5. Dimensions of Subject Lands (metres/hectare):

a) Frontage (metres) _____
b) Depth (metres) _____
c) Area (metres) _____

C. PROPOSAL DETAILS

6. Provide and explanation of the Application and Proposal Amendment:

a) Current Official Plan designation of subject lands:

b) Land uses permitted by current land use designation:

c) Would the requested amendment change, replace or delete a policy in the Official Plan?

___NO ___YES, Section Numbers: _____

d) Would the requested Amendment add a policy to the Official Plan?

___YES ___NO

e) If you answered YES to (c) or (d), state the purpose of the Proposed Official Plan Amendment: _____

f) Does the requested Amendment propose to change or replace the Current land use designation in the Official Plan?

___YES ___NO

If YES, please state the proposed land use designation:

(g) State the land uses which would be permitted by the proposed Official Plan Amendment:

7. (a) Are any lands within 120 metres of this application subject to any of the following Planning Applications made by the applicant?

- YES NO Official Plan Amendment
- YES NO Zoning By-law Amendment
- YES NO Minor Variance
- YES NO Consent (Severance)
- YES NO Plan of Subdivision
- YES NO Site Plan

(b) If you answered YES to any of the above, please indicate the status of the application, the File Number, lands affected by the application, the Authority considering the application, and the purpose and effect of the application.

File No. _____	File No. _____
Authority/Agency: _____	Authority/Agency: _____
Subject Land: _____	Subject Lands _____
Status: _____	Status _____
Purpose & Effect: _____	Purpose & Effect _____

8. (a) If a policy in the Official Plan is requested to be changed, please provide the text of the proposed amendment that would be added to the Official Plan.

(b) If a land use designation in the Official Plan is requested to be changed, please provide the proposed schedule to the Amendment and the text that would accompany the schedule.

D. DRAWING DETAILS

9. A SURVEY OR SCALE DRAWING IN METRIC, SHOULD BE SUBMITTED WITH THE APPLICATION, AND SHOULD

- a) The boundaries of the owner's total holding with dimensions;
- b) The boundaries of the "Subject Land" with dimensions;
- c) The location, widths and names of the existing streets or highways which abut the subject lands;
- d) The location, size and use of all proposed and/or retained buildings, with dimensions and relationship to the lot boundaries clearly marked thereon;
- e) The location and size of proposed parking area(s) with dimensions and proposed surface marked thereon;
- f) The location of any landscaping and/or fencing proposed, with the type and height clearly marked thereon;
- g) Natural and artificial features (existing and proposed) such as buildings, railways, highways, pipelines, watercourses, drainage ditches, swamps and wooded areas within or adjacent to the subject land, as well as the location of any septic tank, tile bed or well;
- h) The location and direction of any lighting proposed;
- i) The slope of the land, in order to establish the relationship between the grade of abutting highways and the grade of the subject land, and to determine the drainage of the land (this information may be given in the form of contours, spot elevations or written description);
- j) Any rights-of-way or other easements on or abutting the subject lands

NOTE: For the purposes of Ontario Regulation No. 198/96, a survey or Scale Drawing is not required for the consideration of the Application

E. SIGNATURES

10. Affidavit/Declaration

I, _____ of

_____ in the County of Simcoe solemnly declare that:

ALL of the above statements and the statements contained in all of the exhibits submitted 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 if made under oath and by virtue of the “Canada Evidence Act”.

DECLARED before me at the Township of Tay

In the County of Simcoe this _____ day of _____ in the year _____

Signature of Applicant

A Commissioner, etc.

11. Owners Statement

As of the date of this application, I/We are the registered owner(s) of the lands described in this application. I/We examined the contents of this application and certify as to the correctness of the information submitted with the application insofar as I/We have knowledge of these facts. I/We concur with the submission of this application to the Township of Tay.

Signed

Date:

Owner

Owner

Note: If the owner is a Corporation, the application shall be signed by an officer of the Corporation and the Corporations Seal shall be affixed.

Personal information contained on this form/document/application is collected pursuant to the Planning Act and will be used for the purpose for which it was collected. Questions about this collection or it's disclosure should be directed to the Clerk of the Township of Tay.

12. Acknowledgement

The Applicant hereby signifies and acknowledges the payment of the Planning Application Fee as established by By-Law to the Township as a fee at the time of filing of this application.

The Applicant hereby signifies and acknowledges that the fees or portion thereof are to be held as a deposit to cover any legitimate costs in processing this application. Legitimate costs may include but are not limited to, legal, planning, landscape, architecture, etc. services.

The Applicant hereby acknowledges and agrees that if the Township deems it necessary to retain outside professionals in order to process and consider the application, the cost of these services shall be deducted from the deposit. If the deposit is depleted, all work on the processing and consideration of the application will stop until the deposit is returned to its required amount. Once the application has been finalized any surplus deposit shall be returned to the Applicant. **NO ASSURANCE IS GIVEN THAT THE PAYMENT OF THE FEE WILL RESULT IN APPROVAL.**

Signed: _____ Date _____

Personal information contained on this form/document/application is collected pursuant to the Planning Act and will be used for the purpose for which it was collected. Questions about this collection or it's disclosure should be directed to the Clerk of the Township of Tay.

13. Additional Fees

If Planning, Engineering, Legal or any other fees are incurred by the Township pertaining to this Application, or an appeal to the Ontario Municipal Board in defense of an approval by the Township of this Application, the Applicant by endorsing below, hereby agrees to pay all such reasonable costs specific to the Application as incurred by the Township, upon receipt of an invoice for same.

Signature of Owner/Agent _____ Date: _____

FOR OFFICE USE ONLY:

Date Complete Application Received _____

Checked by _____

Amendment File No. _____

Comments: _____



**Corporation of the
Township of Tay**

450 PARK ST.
P.O. BOX 100
VICTORIA HARBOUR
ONTARIO L0K 2A0

(705) 534-7248 PHONE
(705) 534-4493 FAX

PERMISSION TO ENTER

Date: _____

Township of Tay
Planning & Development Department
450 Park Street
P. O. Box 100
Victoria Harbour, ON L0K 2A0

Dear Sir/Madam:

Re: Submission of Planning Application

Address of Subject Property: _____

I hereby authorize the members of the Committee and members of the staff of the Township of Tay to enter onto the above-noted property for the limited purposes of evaluating the merits of this application.

Signature of Owner or Authorized agent

Please print name

REFUND OF DEPOSIT BALANCE

Acknowledgement Form

Date:	
Municipal Address	
Owner Name:	
Applicant Name:	
Purpose of Application:	
<p>I/We hereby acknowledge and recognize that the deposit paid with this application will be returned to the Current Owner at such time as the request is formally made and the works are completed to the Township's satisfaction.</p>	
_____	_____
<i>Signature of Applicant</i>	<i>Date</i>
_____	_____
<i>Signature of Owner</i>	<i>Date</i>