



**CORPORATION OF THE TOWNSHIP OF MELANCTHON  
APPLICATION FOR AMENDMENT TO ZONING BY-LAW**

Township of Melancthon  
157101 Highway 10  
Melancthon, Ontario  
L9V 2E6  
Attention: CAO/Clerk

The undersigned hereby applies to the Township of Melancthon for an amendment to the Zoning By-law for lands shown in Schedule A attached hereto.

**It is hereby agreed that pursuant to By-law No. 15-2023 the applicant shall bear all the costs of the application, including internal review, administrative services, costs of circulation, holding public meetings, in-house professional services by the Township's Planning Consultant, external professional services, independent professional peer reviews, studies, plans and such other expenditures as are incurred by the municipality in order to properly administer, process and evaluate the application, appeal proceedings to the Ontario Land Tribunal (OLT) and Court action.**

The following is to be completed by the applicant. Please use a separate sheet of paper if there is insufficient room to answer any question.

1. **APPLICANT AND OWNERSHIP INFORMATION**

Applicant's Name \_\_\_\_\_

Applicant's Address \_\_\_\_\_

Applicant's Phone Number \_\_\_\_\_ Fax No. \_\_\_\_\_

Applicant's Email Address \_\_\_\_\_

Date of Application \_\_\_\_\_

Applicant's interest in subject lands:

\_\_\_\_ Registered Owner \_\_\_\_ Prospective Purchaser \_\_\_\_ Mortgagor/Mortgagee

\_\_\_\_ Neighbouring Owner \_\_\_\_ Other

**If applicant is not the registered owner, he/she must attach a letter from the registered owner authorizing this application**

Registered Owner's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax No. \_\_\_\_\_

Any mortgages, charges, or other encumbrances in respect of the subject land: Yes \_\_\_  
No \_\_\_. If yes, please provide the following information:

Name \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

**2. INFORMATION REGARDING THE SUBJECT LAND(S)**

Location of Subject Land(s)

Lot \_\_\_\_\_

Concession \_\_\_\_\_

Registered Plan No. \_\_\_\_\_ Lot No. \_\_\_\_\_

Reference Plan No. \_\_\_\_\_ Part No. \_\_\_\_\_

Emergency Number/Street Name \_\_\_\_\_

Total Lot Area (Metric Units) \_\_\_\_\_

Frontage (metric units) \_\_\_\_\_

Depth (metric units) \_\_\_\_\_

Date lands acquired \_\_\_\_\_

**3. OFFICIAL PLAN**

Present Land Use Designation \_\_\_\_\_

How does the application conform to the Official Plan \_\_\_\_\_

\_\_\_\_\_

4. **ZONING BY-LAW**

Present Zone \_\_\_\_\_

Nature and Extent of Zoning Requested \_\_\_\_\_

\_\_\_\_\_

Reasons for change (detailed description) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Is the subject land within an area where the municipality has predetermined the minimum and maximum density requirements? Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer is yes, please provide a statement of those requirements

\_\_\_\_\_

\_\_\_\_\_

6. Is the application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement? Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer is yes, please provide details of the Official Plan or Official Plan Amendment that deals with the matter

\_\_\_\_\_

\_\_\_\_\_

7. Is the application to remove land from an area of employment? Yes\_\_\_\_ No \_\_\_\_  
If the answer is yes, please provide the details of the Official Plan or Official Plan Amendment that deals with the matter

\_\_\_\_\_

\_\_\_\_\_

8. Is the subject land within an area where zoning with conditions may apply?

Yes \_\_\_\_\_ No \_\_\_\_\_

Please give an explanation of how the application conforms to the Official Plan policies relating to zoning with conditions \_\_\_\_\_

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9. **ACCESS TO THE SUBJECT LANDS:**

Provincial Highway \_\_\_\_\_

Municipal Road (maintained all year round) \_\_\_\_\_

County Road \_\_\_\_\_

Right of Way \_\_\_\_\_

By Water \_\_\_\_\_

If access by water only, what parking and docking facilities to be used or will be used and what is the approximate distance of these facilities from the subject land and the nearest public road?

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10. **USE OF SUBJECT LANDS**

Existing Land Uses (detailed description) \_\_\_\_\_

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Proposed Land Uses (detailed description) \_\_\_\_\_

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If known, what is the length of time that the existing uses of the subject land have continued?

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11. **STRUCTURES ON SUBJECT LANDS**

Are there any structures or buildings on the subject lands? \_\_\_\_\_

If the answer is yes, please provide the following information:

Type of Building/Structure \_\_\_\_\_

Setbacks from (in metric units):

Front Lot Line \_\_\_\_\_

Rear Lot Line \_\_\_\_\_

Side Lot Lines \_\_\_\_\_

Height of the Building/Structure \_\_\_\_\_

Dimensions \_\_\_\_\_

Floor Area \_\_\_\_\_

If known, what is the date any existing building or structures were constructed?

\_\_\_\_\_

\*Please use a separate sheet for additional buildings/structures

12. Are there any buildings/structures proposed to be built on the subject land?  
Yes \_\_\_\_ No \_\_\_\_

If the answer is yes, please provide the following information:

Type of building or structure \_\_\_\_\_

Setbacks from (in metric units):

Front Lot Line \_\_\_\_\_

Rear Lot Line \_\_\_\_\_

Side Lot Lines \_\_\_\_\_

Height of the Building/Structure \_\_\_\_\_

Dimensions \_\_\_\_\_

Floor Area \_\_\_\_\_

\*Please use a separate sheet for additional buildings/structures

13. **ENVIRONMENTAL INFORMATION**

Source of Water:

Publicly Owned and Operated Piped System \_\_\_\_\_

Privately Owned and Operated Individual Well \_\_\_\_\_

Communal Well \_\_\_\_\_

Other Water Body/other means \_\_\_\_\_

Sewage Disposal:

Publicly Owned and Operated sanitary sewage system \_\_\_\_\_

Privately owned and operated individual septic system \_\_\_\_\_

Communal System \_\_\_\_\_

Privy or other means \_\_\_\_\_

Would more than 4,500 Litres (990 Gallons) of effluent be produced per day?

Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer is yes, please provide a Servicing Options Report and a Hydrogeological Report.

Storm Drainage

Sewers \_\_\_\_\_ Ditches \_\_\_\_\_ Swales \_\_\_\_\_ Other \_\_\_\_\_

14. **SUPPLEMENTARY INFORMATION**

Has the subject land ever been the subject of an application under the Planning Act for approval of a Plan of Subdivision of a consent?

Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer is yes, what is the File Number and the status of the application?

\_\_\_\_\_

Has the subject land ever been the subject of an application under Section 34 of the Planning Act before?

Yes \_\_\_\_\_ No \_\_\_\_\_

Has the subject land ever been the subject of a Minister's Zoning Order and if known, the Regulation number of that order?

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Is the application for amendment to the zoning by-law consistent with policy statements issued under subsection 3 (1) of the Planning Act?

Yes \_\_\_\_\_ No \_\_\_\_\_

Is the subject land within an area of land designated under any Provincial Plan or Plans?

Yes \_\_\_\_\_ No \_\_\_\_\_

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

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If this application involves the creation of a non-farm lot within approximately 500 metres of livestock facilities and/or permanent manure storage facilities, a completed MDS I calculation form must be submitted with this application. If this application involves a new or expanded livestock facility and/or permanent manure storage facility, a completed MDS II calculation form must be submitted with this zoning amendment application.

15. **SKETCH OF PROPERTY**

The sketch, to be marked Schedule "A" or shown on the attached Schedule "A", must show the following (in metric units):

- the boundaries and dimensions of the subject lands
- the location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines
- the approximate location of all natural and artificial features (for 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
- the current uses of land that is adjacent to the subject land
- 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 will be by water only, the location of the parking and docking facilities to be used, and
- the location and nature of any easement affecting the subject land

16. **STATUTORY DECLARATION**

I/we, \_\_\_\_\_ of \_\_\_\_\_

solemnly declare that:

All above statements and the information contained in this application including Schedule "A" transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is the same force and effect as if made under oath by virtue of The Canada Evidence Act.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

Declared before me at the \_\_\_\_\_

in the \_\_\_\_\_ this \_\_\_\_\_ day of

\_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
A Commissioner, etc.

**Planning Fees and Charges - By-law 15-2023**

|  | <b><u>Fee</u></b> | <b><u>Deposit</u></b> |
|--|-------------------|-----------------------|
| Zoning By-law Amendment - Minor                        | \$2,000           | \$3,000               |
| Zoning By-law Amendment - Major                        | \$5,000           | \$5,000               |
| Zoning By-law Amendment to Implement Consent Condition | \$1,000           | \$2,000               |
| Zoning By-law Amendment to Remove a Hold               | \$1,000           | \$2,000               |



**SCHEDULE "A"**

**Authorizations:**

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 on his/her behalf, must be included with this form or the authorization set out below must be completed.

**Authorization of Owner for Agent to Make Application  
and for Agent to Provide Personal Information**

I, \_\_\_\_\_, am the owner of the land that is the subject of this Application for Zoning By-law Amendment and I authorize \_\_\_\_\_ to act as my agent for the purpose of this application and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I authorize my agent to provide any of my personal information that will be included in this application or collected during the processing of this application.

\_\_\_\_\_  
Date

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

**Consent of the Owner to the Use and Disclosure of Personal Information**

I, \_\_\_\_\_, am the owner of the land that is the subject of this consent application and 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 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