



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

**PLANNING MATTER APPLICATION
SECTION 45, ONTARIO PLANNING ACT
R. S. O. 1990, c.P.13**

- Minor Variance
- Permission

TO: PLANNING AND DEVELOPMENT DEPARTMENT

Pursuant to Section 45 of the Planning Act, R.S.O. 1990, as amended, I/We hereby submit an application to the Township of Tay in respect of the lands hereinafter described.

A. OWNERSHIP/APPLICANT DETAILS

1. Name of Owner(s):

Address: _____

Postal Code _____ Telephone No. _____

Date subject lands acquired by owner(s): _____

2. Name of Authorized Agent (if any)

Address: _____

Postal Code _____ Telephone No. _____

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

_____ Owner _____ Agent

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

B. PROPERTY DETAILS

4. DESCRIPTION OF SUBJECT LANDS:

a) Location of Property

Concession # _____ Lot (s) _____

Registered Plan # _____ Lot(s) _____

Reference Plan # _____ Part(s) _____

Name of Fronting Street and Street No. _____

b) Does the owner have an interest in, or own any adjoining lands which are not to be included in this amendment? If yes, please describe the locations.

5. DIMENSIONS OF SUBJECT LANDS (metres/hectares):

Subject Land

a) Frontage (metres) _____

b) Depth (metres) _____

c) Area (hectares) _____

6. ACCESS TO SUBJECT LANDS

a) Is access to subject lands by:

- Provincial Highway
- County Road
- Municipal Road
- Private Road
- Water Access

- b) Is road maintained _____ seasonally? _____ all year?
- c) If access to the subject land is by water, please indicate location of parking and docking facilities to be used and the distance between these and the nearest public road.

7. BUILDINGS AND STRUCTRES DETAILS

- a) Dimensions of all buildings and structures EXISTING on the subject lands. (Attach a separate page if necessary).

Type of Building	Ground Floor Area (m ²)	Total Floor Area (m ²)	No. of Storeys	Width (m)	Length (m)	Height (m)	Date Constructed

- b) Location of all buildings and structures EXISTING on the subject lands. (Attach a separate page if necessary)

Type of Building	Front Setback (m)	Side Setbacks (m)	Rear Setback (m)

- c) Describe PRESENT use of subject land and EXISTING buildings and the length of time the use has continued. _____

8. SERVICES

- a) Please indicate how potable (drinking) water is provided to subject lands:

- Municipal water system
- Private communal water system
- Well
- Lake or other surface water source
- Other, please specify _____

- b) Please indicate how sewage disposal is provided to subject lands:
 - Municipal sewage treatment system
 - Private communal sewage disposal system
 - Private septic system
 - Other, please specify _____

 - c) Please indicate how storm drainage is provided to the subject lands:
 - Storm sewers
 - Ditches and swales
 - Other, please specify _____
-

C. PROPOSAL DETAILS

9. Provide an Explanation of the Application and Proposal and basis for requesting Approval.

a) Current Official Plan Designation of Subject lands:

b) Current Zoning of Subject Lands:

c) Statement of Proposal, including nature and extent of relief requested from the Zoning By-law and reason for the request:

(If space is insufficient, please attach additional paper).

10. a) The proposed uses of the subject land:

- c) The location, size and use of all proposed and/or existing buildings, with dimensions and relationship to the lot boundaries clearly marked thereon.
- d) Natural and artificial features (existing and proposed) on the subject lands and adjacent lands that the Applicant feels may affect the Application, such as buildings, railways, pipelines, watercourses, drainage ditches, river or streams, swamps and wooded areas within or adjacent to the subject land, as well as the location of any septic tank, tile bed or well.
- e) Any right-of-way or other easements on or abutting the subject lands.
- f) Location of parking and docking facilities where access to subject land is by water only.

* *For the purposes of Ontario Regulation No. 200/96 the prescribed sketch is not required to be signed by an Ontario Land Surveyor.*

NOTE: All measurements shall be provided in Metric.

E. SIGNATURES

14. Affidavit/Declaration

I, _____ of _____

In the County of _____ solemnly declare that:

ALL 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 _____
 of _____ in the County of _____
 _____ this _____ day
 of _____, A.D. 20 _____

 Signature of Applicant
 (Owner or Authorized Agent)

 A Commissioner, etc.

15. 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 have 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)

* If the applicant is a Corporation, the application shall be signed by an officer of the Corporation and the Corporation's Seal shall be affixed.

16. Authorization for Agent

I/We _____

hereby authorize and direct _____
to act as agent on my/our behalf with respect to an application for Minor Variance/Permission on the subject lands and this is his/her good and sufficient authority for so doing.

Signed: _____ Date: _____
(Owner)

(Owner)

FOR OFFICE USE ONLY:

Date Complete Application Received: _____

Checked by: _____

File No.: _____

Comments: _____



**TOWNSHIP OF TAY
POSTING OF PLANNING ACT APPLICATION ADVISORY SIGN
RE: MINOR VARIANCE APPLICATION**

This will confirm the requirement of the Committee of Adjustment for a sign to be posted by all applicants or agents on each property under application.

A sign will be made available to you upon submission of your application(s) and you are directed to post each sign in a prominent location that will enable the public to observe the sign. You will be required to pay a **\$50.00** deposit per sign which will be refunded upon return of the sign. The deposit will automatically be forfeited if the sign is lost, damaged or not returned within 6 months of issuance.

The location of each sign will depend on the lot and location of structures on it, however, the sign should be placed so as to be legible from the roadway in order that the public can see the sign and make note of the telephone number should they wish to make inquiries. In most cases, please post the sign with stake as you would a real estate sign. For commercial or industrial buildings it may be appropriate to post the sign on the front wall of the building at its entrance. Please contact the undersigned if you have any queries on the sign location.

Each sign must remain posted beginning **10 days** prior to the Hearing, until the day following the Hearing, at which time the sign is to be returned for refund of deposit. Please fill in the form below indicating your agreement to post the sign(s) as required. This form must be submitted with the application so that it may be placed on file as evidence that you have met the Committee's requirements. Failure to post the sign as required may result in deferral of the application.

Thank you for your co-operation.

Planning & Development Department
Corporation of the Township of Tay

OWNER/AGENT: _____

PROPERTY: _____

I understand that each sign must be posted at least 10 days before the Hearing, and will remain posted and be replaced if necessary, until the day following the Hearing.

I acknowledge that the Planning and Development Department has confirmed these requirements with me.

Signature (Owner/Agent)

Date

OFFICE USE ONLY

\$50.00 Deposit Paid on _____ Receipt No. _____
(Date)



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Township of Tay

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

(705) 534-7248
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PERMISSION TO ENTER

Date: _____

Township of Tay
Planning & Development Department
450 Park Street
P. O. Box 100
VICTORIA HARBOUR, Ontario
LOK 2A0

Dear Sir/Madam:

RE: SUBMISSION OF PLANNING APPLICATION

Location of Land:

(municipal address)

I hereby authorize the members of the Committee and members of the staff of the Township of Tay and the County of Simcoe to enter onto the above-noted property for the limited purposes of evaluating the merits of this application and to permit Committee staff to place a notice sign on the above noted property.

Signature of owner or authorized agent

Please print name



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Planning Application Fees BY-LAW NUMBER 2004-100

1.	Amendment to the Official Plan *An additional (refundable) deposit of \$1,000 shall also be submitted when the application is filed.	\$ 2,000.00+*
	Total Fee	\$ 3,000.00
2.	Amendment to the General Zoning By-law	\$ 1,000.00
3.	Removal of Holding (H) Symbol	\$ 300.00
4.	Consent to divide (Sever) property	\$ 600.00
	Consent Agreements Between the Twp & Landowner intended to fulfill a condition of consent (severance)	\$ 1,000.00+*
5.	*An addtl deposit of \$1,000 is req'd to cover the costs of outside services	
	Total Fee	\$ 2,000.00
6.	Public Notice Re-circulation (re-circulation only)	\$ 200.00
7.	Minor Variance Application	\$ 350.00
8.	Validation of Title - Application to C.O.A.	\$ 350.00
9.	Deeming By-Law (to deem a property not to be subject to a plan of subdivision)	\$ 350.00
10.	Site Plan Approval and Agreement *An additional (refundable) deposit of \$1,000 shall also be submitted when the application is filed.	\$ 1,000.00+*
	Total Fee	\$ 2,000.00
11.	Application for Draft Plan Approval of Subdivision or Condominium *An additional (refundable) deposit of \$5,000 shall also be submitted when the application is filed.	\$ 5,000.00+*
	Total Fee	\$10,000.00
12.	Condominium/Subdivision Agreements between the Township/landowner/developer to fulfill a condition of Draft Condominium or Subdivision approval . *An additional deposit of \$2,000 is req'd for outside services	\$ 2,000.00+*
	Total Fee	\$ 4,000.00
13.	Part Lot Control By-Laws To divide a property that is subject to a plan of subdivision	\$ 1,000.00
14.	Subdivision/Condominium Draft plan Approval Extension (to consider an extension to the D.P. Approval)	\$ 2,500.00
15.	A Subdivision/Condominium Red Line Revision (to make changes to an approved draft plan)	\$1,200.00
16.	Subdivision/Condominium Lift Part Lot Control	\$ 1,200.00
17.	Licence of Occupation To enter into a license of occupation (encroachment agreement) with respect to Twp land * plus outside services	\$ 250.00+*
18.	License of Occupation <u>renewal</u> (for existing lic. of Occupation)	\$ 75.00

