



The CITY OF ORILLIA PLANNING AND DEVELOPMENT DEPARTMENT

OFFICIAL PLAN AMENDMENT

COMPLETENESS OF THE APPLICATION: *This application form sets out the information that must be provided by the applicant, as prescribed in the various Ontario Regulations made under the Planning Act. It also sets out other information that will assist the City and others in their planning evaluation of the proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. If the requested information, including the plans and fee, is not provided, the City will return the application or refuse to further consider the application until the information, plans and fee have been provided.*

One application form is required for each parcel of land affected, along with the applicable fee as indicated by the City's Tariff of Fees By-law shown below.

● INDICATES MANDATORY INFORMATION & MATERIAL REQUIRED UNDER THE PLANNING ACT AS AMENDED

● Name of Municipality being requested to initiate the amendment to its Official Plan

● Name of the Official Plan requested to be amended

APPLICANT'S CHECKLIST:

● 1 copy of the completed application form? Yes

● 2 copies of a reduced site plan (11x17) (if applicable) Yes

All Measurements are to be in metric units only

● 8 copies of the information/reports as indicated in the application form? Yes

● **THE REQUIRED FEE(S) (\$4,000.00)** (as indicated by the City's Tariffs & Fees By-law)

A cheque or money order (payable to the City of Orillia) Yes

Forward to: **City of Orillia, Planning Department, Orillia City Centre
50 Andrew Street South, Orillia, ON, L3V 7T5**

File Numbers will be issued for all applications and should be used in all communications with the City.

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OFFICE USE ONLY: DATE RECEIVED:
DATE APPLICATION DEEMED COMPLETE:

APPLICATION FILE NUMBER(S)
ROLL NUMBER(S):

DATE OF APPLICATION:

1. APPLICANT / AGENT INFORMATION: Place check beside person to whom all correspondence is to be sent.

1.1 Name of Applicant:
Address:
Telephone number:
Fax number:
Email Address:

1.2 Name of Owner(s):
Address:
Telephone number:
Fax number:
Email Address:

2. LOCATION OF THE SUBJECT LAND

2.1 City Street Address:
Concession Number(s)
Lot number(s):
Registered Plan Number:
Lot(s)/Block(s):
Reference Plan Number:
Part Number(s):

3. DESCRIPTION OF SUBJECT LAND

3.1 Area (m^2)
Hectares

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3.2 Description of land:

- Frontage: _____m Depth: _____m
- Existing
Use(s): _____
- Proposed
Use(s): _____
- Number and use of buildings and structures on and proposed to be placed on the land:
- Existing: _____
- Proposed: _____

4. OFFICIAL PLAN AND PLAN AMENDMENT

4.1 What is the current designation of the subject land in the Official Plan and the land uses that the designation authorizes?

4.2 Explain the purpose of the requested amendment: _____

4.3 Does the requested amendment change or replace a designation in the Official Plan? YES NO

4.4 If the requested amendment changes or replaces a designation in the Official Plan, what is the designation to be changed or replaced? _____

4.5 What are the land uses that the requested Official Plan Amendment would authorize?

- _____
- _____
- _____
- _____

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- 4.6** Does the requested amendment change, replace, add or delete a policy in the Official Plan?
- Change
 - Replace, or
 - Delete

4.7 If yes, what is the policy to be changed, replaced or deleted?

4.8 If a policy in the Official Plan is being changed, replaced or deleted or if a policy is being added, provide the text of the requested amendment.

4.9 If the requested amendment changes or replaces a schedule in the Official Plan, provide the requested schedule and the text that accompanies it.

Attached: YES NO

4.10 If the requested amendment alters all or any part of the boundary of an area of settlement in a municipality or established a new area of settlement in a municipality, provide the current Official Plan policies, if any, dealing with the alteration or establishment of an area of settlement.

4.11 If the requested amendment removes the subject land from an area of employment, provide the current Official Plan policies, if any, dealing with the removal of land from an area of employment.

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5. PROVINCIAL PLANS AND POLICIES - OFFICIAL PLAN AND ZONING INFORMATION

5.1 Is the plan consistent with the policy statements issued under Subsection 3 (1) of the Act? (See Provincial Policy Statement 2005)

YES NO

5.2 If Yes, describe how: _____

5.3 Is the subject land within an area of land designated under any provincial plan or plans.

YES NO

5.4 If the answer to Section 5.3 is yes, please describe how the application conforms to or does not conflict with the applicable provincial plan or plans. _____

6. SERVICES

6.1 **Water Supply:** (check appropriate space)

- publicly owned and operated system
- private well
- private communal well
- other (specify) _____

6.2 **Sewage Disposal:** (check appropriate space)

- publicly owned and operated system
- private individual septic tank **
- private communal septic system **
- privy **
- other (specify) _____

** : A certificate of approval from the City of Orillia, its delegate or Ministry of the Environment submitted with this application will facilitate the review.

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- 6.2.1 Is it the intent of this application to permit development on privately owned and operated individual or communal septic systems where more than 4500 litres of effluent would be produced per day as a result of the development being completed? YES NO

If yes, the following is required:

(a) a servicing options report; and

(b) a hydrogeological report.

7. ADDITIONAL APPLICATIONS

- 7.1 Is the subject land, or land within 120 meters of it, the subject of an application by the applicant under the Act for,

- A Minor Variance or Consent
- An Amendment to an Official Plan, a Zoning By-Law or a Ministers Zoning order
- Approval of a Plan of Subdivision or a Site Plan

- 7.2 If the answer to Section 7.1 is Yes, the following information about each application is required:

- File number: _____
- The name of the approval authority considering it: _____
- The land it affects: _____
- Its purpose: _____
- Its status: _____ and
- Its effect on the requested amendment: _____

8. SITE PLAN: If Applicable *(If the site plan is larger than 11"x17" a reduced copy must be included.)*

- 8.1 **The application must be accompanied by a site plan or plans drawn to scale and *IN METRIC* showing the following:**

- Legend, scale, north arrow, date, revision date(s), name of person or firm that prepared the plan;
- the boundaries and dimensions of the subject land,
- the location, size and type of all existing and proposed buildings and structures on the subject land including the distance of the buildings or structures from all lot lines and fire hydrants and the centreline of proposed fire truck access routes including the location of the principal access to the buildings and any Siamese connections,
- the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks, and
- the existing use(s) on adjacent lands and location of all services and utilities.

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9. ENVIRONMENTAL SCAN

- I, the undersigned _____, am the owner/authorized agent of the owner named in the planning application(s) for (address) _____ and I certify the truth of all statements or representations contained herein and therein.

- The property municipally known as (address) _____:

i) **is** / **is not** land or the site of any building or structure upon, into or through which waste (i.e. as defined by Section 25 of the Environmental Protection Act, R.S.O. 1990 Chapter E.19 or EPA) has been deposited, disposed of, handled, stored, transferred, treated or processed. "Waste" is defined by Section 25 of the EPA as including ashes, garbage, refuse, domestic wastes, industrial waste, or municipal waste and other such materials as are designated in the pertinent regulations; and

ii) **is** / **is not** land where above ground and/or underground storage tanks exist or have been placed.

- I have provided to the City of Orillia with the submitted application(s) a copy of any environmental site assessment document, record of site condition and/or certificate of property use as well as any other environmentally related documentation (i.e. including a history of uses on site) prepared for the property.

Dated at _____ Ontario _____, 2007

Signature of Owner/Authorized Agent

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10. 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 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

11. AUTHORIZATIONS

11.1 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 or the authorization set out below must be completed by the owner.

I,....., am the owner of the land that is the subject of this application and I authorizeto make this application on my behalf and 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

12. AFFIDAVIT OR SWORN DECLARATION

12.1 Declaration For the Information Provided in this Application:

I,.....of the

in the.....

make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the application is true. I further acknowledge and agree that I am responsible for payment of any application fees or costs incurred by the City for legal or consulting services related to the processing or approval of this Application.

Sworn (or declared) before me at the.....in the.....

this day of 20.....

.....
Commissioner of Oaths

.....
Applicant(s)