



The Municipality of Lambton Shores

APPLICATION FOR THE MUNICIPALITY OF LAMBTON SHORES OFFICIAL PLAN AMENDMENT

Planning Act, R.S.O. 1990 c. P.13, s 22(4); 1996, c4, s.13
O. Reg. 198/96, Schedule

NAME OF OWNER	NAME OF AGENT (if the applicant is an agent authorized by the owner)
ADDRESS	ADDRESS
TELEPHONE	TELEPHONE

AMENDMENT REQUEST
Date of request to municipality to initiate proposed amendment:
Name of the official plan proposed to be amended:

LEGAL DESCRIPTION of subject land (such as the municipality, concession and lot numbers, reference plan and part numbers and name of street and number)

AREA OF LAND
State the approximate area of the land covered by the proposed amendment, if applicable and if known:

POLICY - EXISTING - The proposed amendment: (circle one) changes replaces deletes a policy in the official plan.
NAME/DESCRIPTION OF AFFECTED POLICY:

POLICY - ADDITION – If applicable the proposed amendment adds the following policy to the official plan:

POLICY - ADDITION – the proposed amendment adds the following policy to the official plan if applicable:

PURPOSE - if the proposed amendment changes, replaces, deletes or adds a policy, state the purpose of the proposed official plan amendment"

CURRENT DESIGNATION - State current designation of the subject land on the Land Use Schedule of the official plan (if applicable):

State current land uses authorized by the official plan designation:

EFFECT OF PROPOSED AMENDMENT ON DESIGNATION

The proposed amendment: ____ changes ____ replaces a designation of the Land Use Schedule of the official plan.

Name the designation proposed

LAND USE - State the land uses that would be authorized by the proposed amendment:

OTHER APPLICATIONS - State whether the subject land or any land within 120 metres (400') of the subject land is the subject of an application made by the applicant for approval of an official plan amendment, a zoning by-law amendment, a minister's zoning order amendment, a minor variance, a plan of subdivision, a consent or site plan

- Type of application:.....
- Application file #:..... Approval authority:
- Lands affected:
- Purpose of application
- Status of application:
- Effect of application on proposed amendment:

2. Type of application:.....

Application file #:.....

Lands affected:.....

Purpose of application:.....

Status of application:.....

Effect of application on proposed amendment:

TEXT - PROPOSED AMENDMENT - State the text of the proposed amendment if a policy in the official plan is being changed, replaced or deleted, or if a policy is being added to the official plan.

(Add additional sheet if further space required.)

Where the proposed amendment changes or replaces a schedule in the official plan, attach the proposed schedule and the text that accompanies the schedule.

**AUTHORIZATION
BY OWNER**

I, the undersigned, being the owner of the subject land, hereby authorize.....

to be the applicant in the submission of this application.

.....

Signature of Owner

.....

Signature of Owner

.....

Signature of Witness

.....

Date

**DECLARATION
OF APPLICANT**

I, of the

..... of

.....in the of

.....

solemnly declare that:

All the statements contained in this application and provided by me 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.

DECLARED before me at the

.....

of

.....

Signature of Applicant

in the day of 20

.....

Signature of Applicant

.....

Signature of Commissioner, etc.

FOR OFFICE USE ONLY

Name of Owner..... Address

Name of Agent Address.....

Date received..... Amendment number

Checked by Date of Acceptance.....

Existing official plan designation

Pertinent policies.....

APPLICATION CONCERNING:

Land Use

Parks.....

Major streets

Description of amendment required

APPLICATION FOR OFFICIAL PLAN AMENDMENT
INSTRUCTIONS AND INFORMATION TO THE APPLICANT

Please complete the form accurately and completely, using a typewriter or a pen with dark ink.

ALL Owners of the subject land must sign the application and signatures must be witnessed by a Commissioner, Lawyer, Clerk or Mayor.

If the application is signed by an agent or solicitor on behalf of the Owner, the Owner's written authorization must accompany the application. If the Applicant is a corporation acting without agent or solicitor, the application must be signed by an officer of the corporation and the corporations seal must be affixed.

In order to be accepted by the Secretary, an application must be totally complete and legible. No additional information will be allowed to be delivered verbally or after the application has been signed.

Incomplete forms or non-payment of fees will necessitate the return of the application for completion.

IT IS IMPERATIVE THAT COUNCIL MEMBERS UNDERSTAND COMPLETELY WHAT THE APPLICATION IS PROPOSING AND WHY. THEREFORE, WE ASK THAT YOU PROVIDE A DETAILED DESCRIPTION WITH YOUR APPLICATION.

After the decision is made, there is a 20-day appeal period, during which time, someone may appeal the decision.

The Applicant should consult Provincial Policy Statements and the local Municipal Official Plan and Zoning By-law before completing an application.

If applications are not completed in metric, they will be returned which may delay the process.

The Province has amended the regulations as they pertain to notice requirements. Even though it is the policy of the Municipality to mail the notices for public meetings, it is now a requirement that a notice be posted on site prior to the hearing date, a minimum of 20 days prior to the hearing date. **It is the responsibility of the Municipality to post this notice.**

The Applicant can obtain copies of all correspondence pertaining to the application on the Friday before the day in which the Council meeting is being held to hear the application.

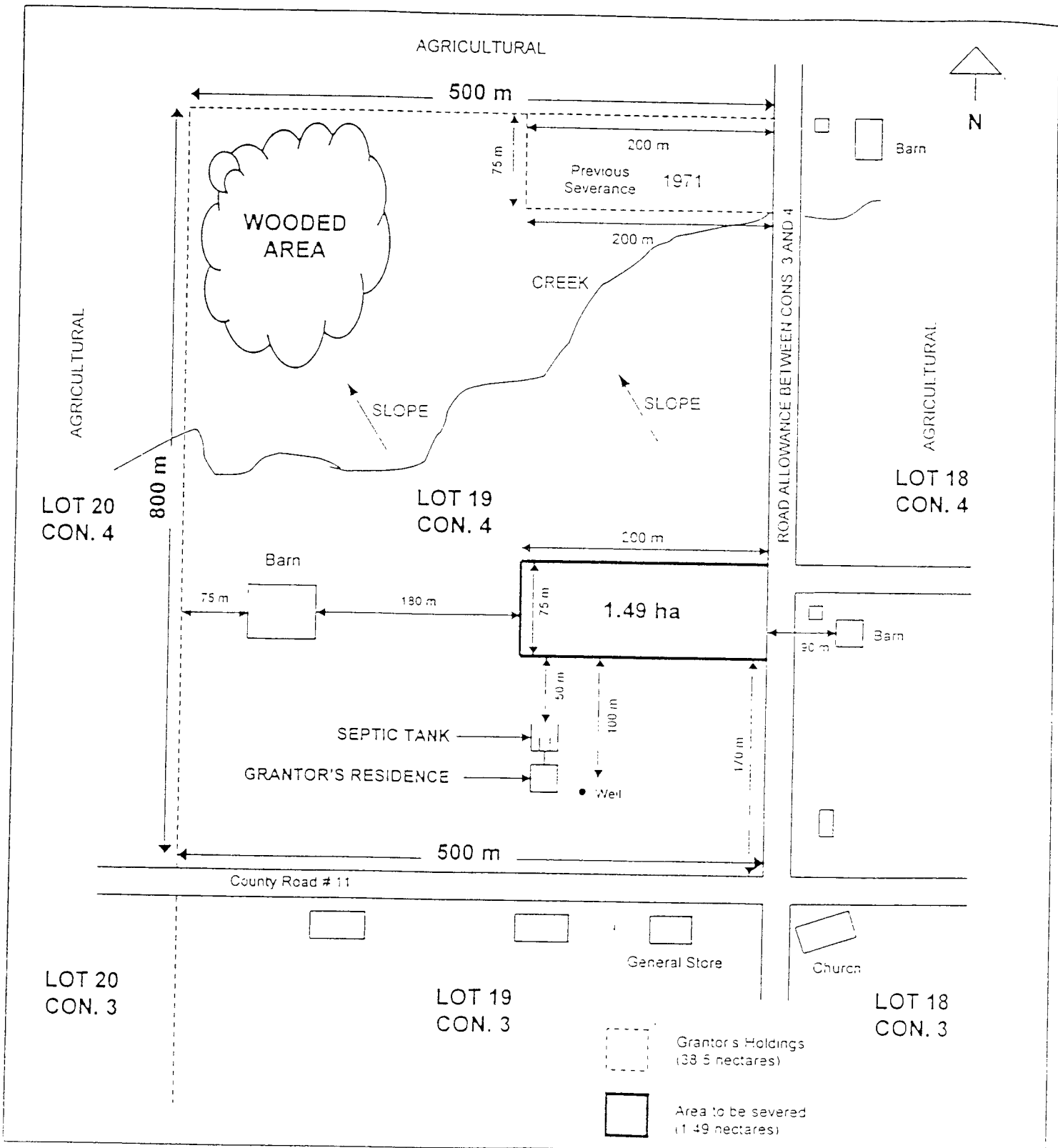
Each application must be accompanied by a sketch and as the sketch is to be copied and circulated, it must be clearly drawn in dark ink on a sheet of paper no larger than 8 ½ x 14. (a sample map is attached)

PLEASE BE ADVISED THAT ANY AND ALL INFORMATION PRESENTED TO THE COUNCIL OF THE MUNICIPALITY OF LAMBTON SHORES WHICH FORMS PART OF AN APPLICATION IS PUBLIC KNOWLEDGE AND CAN BE GIVEN TO THE GENERAL PUBLIC WHEN REQUESTED.

Questions, please contact:

Planner:	Patti Scherer
Address:	7883 Amtelecom Parkway Forest, ON N0N 1J0
Phone:	519 786-2335 1-877-786-2335
Fax:	519 786-2135
Email:	pscherer@lambtonshores.ca

SAMPLE SITE PLAN SKETCH (not to scale)



Schedule "B" to By-Law 79/2011

Planning Fees

Committee of Adjustment Applications:

1.	Minor Variances	\$ 675.00
2.	Consents – per lot created	\$ 675.00
3.	Consents – re-application fee per lot for lapsed consents	\$ 300.00
4.	Deed stamping – per lot	\$ 300.00
5.	Right of way – creation	\$ 250.00
6.	Recirculation of Application - Applicant Deferral	\$ 100.00

Official Plan:

7.	Official Plan Amendment	\$ 2,250.00
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Zoning:

8.	Zone Amendment	\$ 1,200.00
9.	Zoning Compliance Letter	\$ 50.00
10.	Zoning Report	\$ 75.00
11.	Remove "H" Holding designation	\$ 250.00

Site Plan:

12.	Site Plan Agreement Application - total estimated project costs valued at less than \$ 50,000.00	\$ 600.00
13.	Site Plan Agreement Application – total estimated project costs valued at over \$ 50,000.00	\$ 1,250.00
14.	Site Plan Agreement Application – total estimated project costs valued at over \$ 100,000.00	\$ 1,500.00
15.	Site Plan Agreement Amendment	\$ 400.00

Subdivision/Condominiums:

16.	Draft Plan of Subdivision/Condominium Application Fee (less than 10 lots)	\$ 3,500.00
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- | | | |
|-----|---|---------------------------|
| 17. | Draft Plan of Subdivision/Condominium Application Fee (more than 10 lots) | \$ 4,000.00 |
| 18. | Subdivision/Severance Agreement preparation Fee | 2% of the servicing costs |
| 19. | Initial Deposit required - peer review and site inspection expenses | |
| | a. Site plans – estimated project costs under \$ 50,000.00 | \$ 2,000.00 |
| | b. Site plans – estimated project costs over \$ 50,000.00 | \$ 4,000.00 |
| | c. Plans of Subdivision and Condominium | \$ 5,000.00 |

NOTE: Additional deposits of 3,000.00 may be required if initial deposit does not cover the cost incurred

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|-----|--|-----------|
| 20. | Draft Plan Approval – extension of Completion Date | \$ 500.00 |
| 21. | Re-circulation of a Draft Plan of Subdivision | \$ 500.00 |
| 22. | Subdivision Release letter | \$ 25.00 |

Planning Deposits - General

- | | | |
|-----|---|---|
| 23. | Legal Fees for Registration of documents | \$ 400.00 |
| 24. | Security for as-constructed drawings | \$ 1,500.00 |
| 25. | Security Deposit – installation of services | 100% of the cost of services
(minimum fee \$ 750.00) |

Property Information

- | | | |
|-----|--|----------|
| 26. | Written responses to property and zoning Inquiries | \$ 20.00 |
| 27. | Survey Compliance Letter | \$ 25.00 |

Parkland Dedication

- | | | |
|-----|--|--|
| 28. | As per the Planning Act regulations (51.1) | 5% of the value of the land the day before the approval is granted |
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Miscellaneous

- | | | |
|-----|----------------|---------------------------------|
| 29. | Deeming By-law | \$ 400.00 includes registration |
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