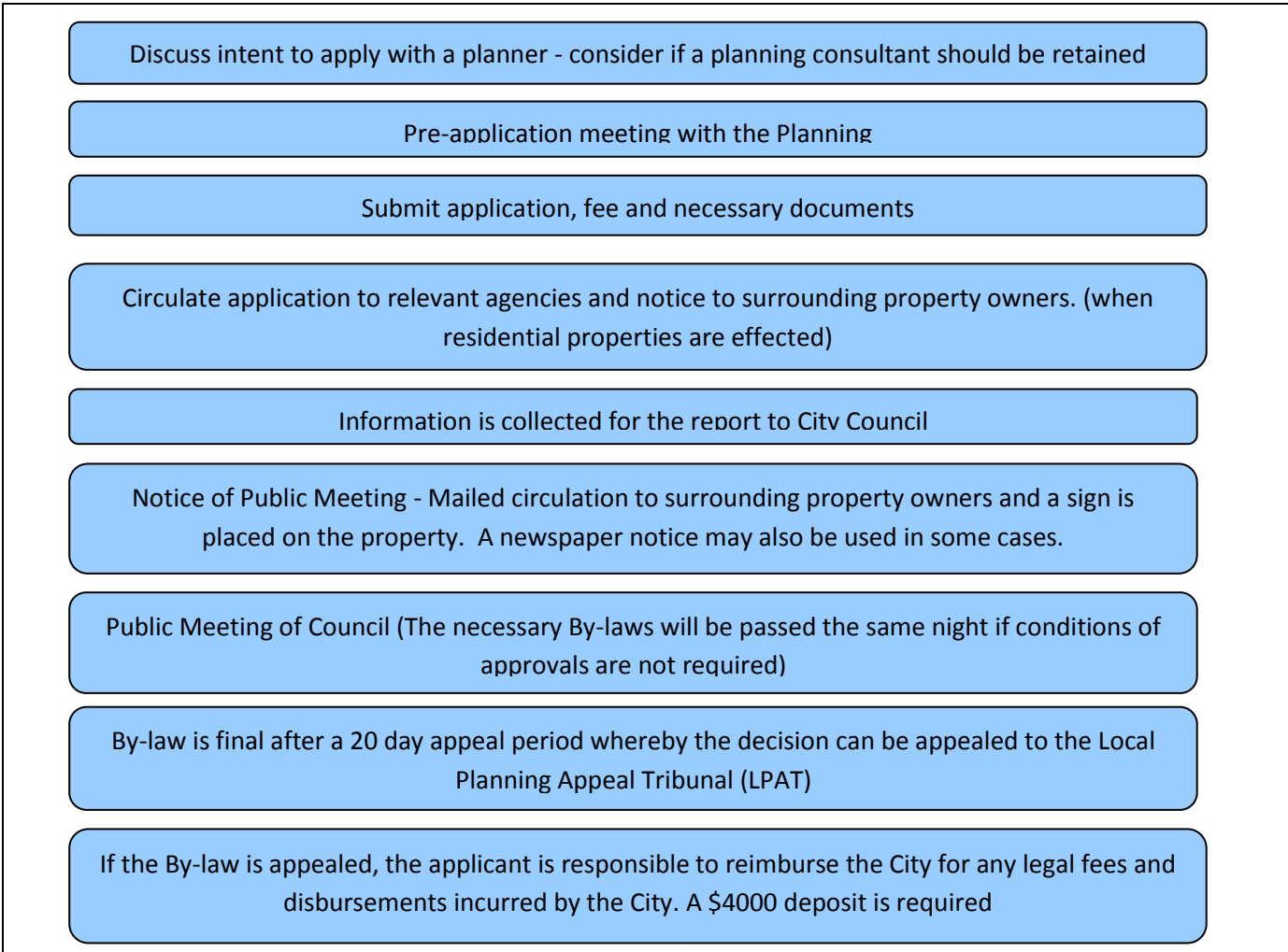


**APPLICATION INFORMATION – Please Read all Instructions and application Questions Carefully and completely Before Completing the Application**

- For this application to be accepted **all** questions must be answered fully, the **Site Plan drawing(s)** are to be in a **metric scale**, a copy of the **deed** is required, the **fee** is paid in full and the **authorization** form completed if an agent is representing the applicant.
- If you are unfamiliar with making Planning Act applications or have difficulty with the application process you are encouraged to retain a planning consultant.
- Please note that when the application is deemed complete, a **required sign** indicating notice of application, which will be provided, shall be posted on the subject lands.
- Also, a **required sign**, which will be provided, shall be posted 20 days prior to the Public meeting. The applicant and/or agent, shall confirm the posting. Failure to do so will result in deferral.
- The information on this form is collected for the purpose of creating a record that is available to the general public.

**PROCESS – Zoning Amendment, Official Plan Amendment, Temporary Use By-law**





**Development & Emergency  
Services Department**

**Planning Services Division**  
2<sup>nd</sup> Floor, Victoriaville Civic Centre  
111 Syndicate Avenue South P.O. Box 800  
Thunder Bay ON P7C 5K4  
Telephone: (807) 625-2216  
Fax: (807)623-2206  
www.thunderbay.ca/planning

*Date Received Stamp  
does not imply acknowledgment of complete application*

**APPLICATION FOR A ZONING BY-LAW/OFFICIAL PLAN AMENDMENT AND  
TEMPORARY USE BY-LAW**

The undersigned hereby applies to the Council of the Corporation of the City of Thunder Bay under Section 17 and 34 of the Planning Act R.S.O. 1990 as amended to amend the City of Thunder Bay Zoning By-law and/or the city of Thunder Bay Official Plan.

The information in this form that **must** be provided by the applicant is indicated by an asterisk on the left. The application form also sets out other information that will assist in the planning evaluation of this application.

**APPLICATION TYPE (Check )**

- Zoning By-law Amendment \$3000
- Zoning By-law Amendment if situated in the Urban area (to reflect large mail outs)\$3250
- Official Plan Amendment \$4000
- Official Plan Amendment if situated in the Urban area (to reflect large mail outs)\$4250
- Temporary Use By-Law \$3000
- Temporary Use By-Law if situated in the Urban area (to reflect large mail outs) \$3250
- Removal of 'H' Symbol \$250
- Combined Official Plan and Zoning By-law Amendment \$6500

**OWNER/APPLICANT INFORMATION**

Owner \_\_\_\_\_ Tel. \_\_\_\_\_ Fax \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_ E-mail \_\_\_\_\_

**AGENT, SOLICITOR OR PLANNING CONSULTANT**

Name \_\_\_\_\_ Tel. \_\_\_\_\_ Fax \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_ E-mail \_\_\_\_\_

**NOTE:** Unless otherwise requested all communications will be sent to the agent, if any.

**PROPERTY INFORMATION**

**Legal Description** \_\_\_\_\_

**Address** \_\_\_\_\_

**\*Current Zoning** \_\_\_\_\_ **\*Official Plan Designation** \_\_\_\_\_

**\*Existing Use of the Property** \_\_\_\_\_

**How long has this use continued?** \_\_\_\_\_

**In what year did the owner acquire the property?** \_\_\_\_\_

**\*List all types of existing buildings/structures, the dates constructed and the setbacks, height and dimensions of each building/structure** \_\_\_\_\_

**\*How is the property serviced?**  City water  Private well  Communal well  Lake or other water body  City sewer  Private Septic  Communal septic system  Other

**\*How will storm drainage be provided?**  City storm sewer  Ditches  Swales  Other means

**\*If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed, a servicing options report and a hydrogeological report must be provided.**

**\*How is the property accessed?**  Provincial Highway  Municipal Road, maintained all year  Municipal Road, seasonally maintained  Other public road  Right of way  Water access (if so, describe below)

Describe the parking and docking facilities to be used and the approximate distance of these facilities between the subject land and the nearest public road: \_\_\_\_\_

**\*Does any party have an interest in the property** (ie. Easement, mortgage) Provide the names and addresses for these parties \_\_\_\_\_

**\*List any previous or current Planning Act applications that apply to this property**

**\*Are you aware of any Planning Act applications** currently being processed for any properties within 120m? (Include File no. and Approval Authority if known) \_\_\_\_\_

**CHECK AS APPLICABLE**

**Does the Owner own Adjoining Property?**  Yes  No

If Yes please describe in detail: \_\_\_\_\_

**Is there any reason to believe that the site may be environmentally contaminated?**  Yes  No

If Yes please describe in detail: \_\_\_\_\_

**Has an industrial or commercial use been on or adjacent to the property?**  Yes  No

If Yes please describe in detail: \_\_\_\_\_

**Has lot grading been changed by adding or removing earth or other material:**  Yes  No

**Has the Ministry of the Environment or any other agency formally or informally advised the owners that the property is or may be contaminated?**  Yes  No

If Yes please describe in detail: \_\_\_\_\_

(If you answered Yes to the any of the questions related to possible contamination of the site a previous use inventory, showing all former uses of the subject property, or if appropriate, the adjacent property, is required and must be submitted with this application)

**PROPOSAL INFORMATION**

**\*What is the proposed use of the subject land?** \_\_\_\_\_

**\*Are buildings or structures proposed for the subject land?** \_\_\_\_\_

**\*If yes, indicate the types of buildings or structures and the setbacks, height and dimensions of each building/structure** \_\_\_\_\_

**\*Describe in detail what NEW DEVELOPMENT IS PROPOSED on the property** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**List any buildings or structures that will be REMOVED as part of this proposal** \_\_\_\_\_  
\_\_\_\_\_

**If no new development is proposed, describe the reasons for this application** \_\_\_\_\_  
\_\_\_\_\_

**How, in your view, will the proposal fit in the existing land uses in the area?** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Describe in detail how the application conforms with the intent of the Official Plan:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\* Describe how the proposed amendment consistent with the Provincial Policy Statements issued under subsection 3(1) of the Planning Act:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*If the application is to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement, details of the official plan or official plan amendment that deals with the matter:**  
\_\_\_\_\_  
\_\_\_\_\_

**\*If the application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with the matter:** \_\_\_\_\_  
\_\_\_\_\_

**\*If the subject land is within an area where zoning with conditions may apply, an explanation of how the application conforms to the official plan policies relating to zoning with conditions:** \_\_\_\_\_  
\_\_\_\_\_

## \*SKETCH

**Site plan must show the following in metric dimensions on a page not exceeding 11"x17":**

- North arrow, scale and legend;
- The boundaries of the owner's property including the area of the property and all dimensions;
- The boundaries of the property subject to the application including area and dimensions if different from above;
- All existing and proposed buildings located on the property including building dimensions, separation distances between buildings and the distances to property lines;
- Building height
- The location of all natural and artificial features (eg. easements, railways, pipelines, high voltage transmission lines, highways, watercourses, drainage ditches, banks, slopes, wetlands, wooded areas, wells, and septic fields) 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 nature of the existing use of the adjacent properties, (eg. residential, agriculture, automotive);
- The proposed development, including the area and dimensions of any new lots to be created, the size and location of buildings, parking areas (including the dimensions of all parking spaces and aisles), landscaping, amenity areas, etc.
- As applicable - fire access route, outdoor equipment and storage, walkways, curbing, fencing
- Existing municipal infrastructure immediately adjacent to the site (roads, lanes, sidewalks, existing entrances, boulevard trees, fire hydrants, hydro poles, easements etc.)
- 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 right of way
- If access to the subject land is by water only, the location of the parking and boat docking facilities to be used.
- 30. Whether the subject land is within an area of land designated under any provincial plan or plans.
- 31. If the answer to section 30 is yes, an explanation of how the application conforms or does not conflict with the provincial plan or plans.
- 31.1 A proposed strategy for consulting with the public with respect to the application.

**COMPLETE THIS SECTION FOR A ZONING AMENDMENT, HOLDING SYMBOL  
REMOVAL OR TEMPORARY USE BY-LAW ONLY**

\*Does this application seek to REZONE the property? □ Yes □ No

\*If Yes what zone is requested? \_\_\_\_\_

\*Why is this application being made to amend the Zoning By-law?  
\_\_\_\_\_  
\_\_\_\_\_

\*If changes to the REGULATIONS of the By-law are requested indicate so below:

\*General Regulations or Definitions (changes to Section 4 or 5 of By-law 177-1983):

Section	Existing Requirement	Requested Requirement
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\*Regulations (changes requested to the regulation in a particular zone):

Section	Existing Requirement	Requested Requirement
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**COMPLETE THIS SECTION FOR OFFICIAL PLAN AMENDMENT, ONLY**

\*Does this application seek to REDESIGNATE the property? □ Yes □ No

\*If yes what designation is requested? \_\_\_\_\_

\*Does this application seek to add or change a POLICY in the Official Plan? □ Yes □ No

Policy No. \_\_\_\_\_ Proposed Wording  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*STATUTORY DECLARATION**

I/We \_\_\_\_\_ of the

City of \_\_\_\_\_

in the Province of \_\_\_\_\_

**SOLEMNLY DECLARE THAT** all above statements and statements contained in all of the exhibits attached hereto are true, and I/We 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 City of Thunder Bay,  
in the Province of Ontario  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

\_\_\_\_\_  
Applicant/Authorized Agent/Planning Consultant

\_\_\_\_\_  
*PRINT NAME*

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

***THE INFORMATION IN THIS APPLICATION AND ALL OTHER INFORMATION, STUDIES,  
REPORTS AND COMMENTS RECEIVED RELATIVE TO THE PROCESSING OF THIS  
APPLICATION IS COLLECTED FOR THE PURPOSE OF CREATING A RECORD THAT IS  
AVAILABLE TO THE GENERAL PUBLIC***

**OWNER'S AUTHORIZATION**

*If Applicant/Agent is not the Registered Owner, the Owner's written authorization is required*

**With respect to lands owned by:**

\_\_\_\_\_  
*PRINT Owner(s) Name / Corporate signing authority*

known as:

\_\_\_\_\_  
*(Legal Description /Municipal Address of Lands)*

**DECLARE** that I/We am the registered owner of the lands described in this application, have examined the contents of this application and hereby certify that the information submitted with the application is correct insofar as I have knowledge of these facts, and I hereby authorize:

\_\_\_\_\_ of \_\_\_\_\_  
*(Name of Agent) (Name of Company)*

to act on my/our behalf in this matter. I/We further consent to City of Thunder Bay staff or a representative thereof, to enter upon the subject lands and premises for the purpose of evaluating the merits of this application and that the City of Thunder Bay be authorized to release municipal property tax information to the applicant/agent named within this agreement, for the specific property location referenced within this application.

I/We also acknowledge that the information requested on this form is collected under the authority of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended and the provisions of the Municipal Freedom of Information and Protection of Privacy Act. The information is required in order to process this application and forms part of the public record which may be published on the City of Thunder Bay's website. The name and business address of the applicant and/or authorized agent is public information. Any personal information collected will only be used for the internal processing of this application. Questions about this collection can be made to the City of Thunder Bay's Development & Emergency Services Department.

\_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(ORIGINAL Signature of Registered Land Owner)*

\_\_\_\_\_  
*PRINT NAME(S)*

*For office use only*

Date **complete** application is received: \_\_\_\_\_