

Municipal Fee Received:	
Municipal Deposit Received:	
ERCA Fee Received:	

Application No. \_\_\_\_\_

**FORM 1  
PLANNING ACT  
APPLICATION FOR ZONING BY-LAW AMENDMENT  
TOWN OF AMHERSTBURG**

1.

Name of approval authority

Town of Amherstburg
2.

Date application received by municipality

\_\_\_\_\_
3.

Date application deemed complete by municipality

\_\_\_\_\_
4.

Name of registered owner

\_\_\_\_\_

Telephone number

\_\_\_\_\_

Address

\_\_\_\_\_

Email

\_\_\_\_\_

Name of registered owner's solicitor  
or authorized agent (if any)

\_\_\_\_\_

Telephone number

\_\_\_\_\_

Address

\_\_\_\_\_

Email

\_\_\_\_\_

Please specify to whom all communications should be sent:

☐ registered owner

☐ solicitor

☐ agent

5.

Name and address of any mortgages, charges or other encumbrances in respect of the subject land:

\_\_\_\_\_

6.

Location and description of subject land:

Concession No. \_\_\_\_\_ Lot(s) No. \_\_\_\_\_

Registered Plan No. \_\_\_\_\_ Lot(s) No. \_\_\_\_\_

Reference Plan No. \_\_\_\_\_ Part(s) No. \_\_\_\_\_

Street Address \_\_\_\_\_

Assessment Roll No. \_\_\_\_\_

7.

Size of subject parcel:

Frontage \_\_\_\_\_ Depth \_\_\_\_\_ Area \_\_\_\_\_

8.

Access to subject parcel:

☐ Municipal Road

☐ County Road

☐ Provincial Highway

☐ Private Road

☐ Water

If access to the subject land is **by water** only, state the parking and docking facilities used or to be used and the approximate distance between these facilities and the nearest public road

\_\_\_\_\_

9.

(a) Current Official Plan Land Use designation of subject land

\_\_\_\_\_

(b) Explanation of how application conforms to the Official Plan \_\_\_\_\_

\_\_\_\_\_

(c) Does the application implement an alteration to the boundary of an area of settlement or implement a new area of settlement?

☐ Yes ☐ No

If yes, provide details of the official plan or official plan amendment that deals with this matter:

\_\_\_\_\_  
\_\_\_\_\_

10. Current Zoning of subject land \_\_\_\_\_

11. Nature and extent of rezoning requested \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Reasons why rezoning is requested \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

13. Current use of subject land \_\_\_\_\_

14. Length of time current use of subject land has continued \_\_\_\_\_

15. Is the subject land within an area where the municipality has pre-determined:

(a) minimum and maximum density requirements

☐ Yes ☐ No

(b) minimum and maximum height requirements

☐ Yes ☐ No

If yes, state the requirements \_\_\_\_\_

\_\_\_\_\_

16. Number and type of buildings or structures **existing** on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. Date of construction of existing buildings and structures on the subject land:

\_\_\_\_\_  
\_\_\_\_\_

18. Date subject land acquired by current registered owner \_\_\_\_\_

19. Proposed use of subject land \_\_\_\_\_

20. Number and type of buildings or structures **proposed** to be built on the subject land and their distance from the front lot line, rear lot line and side lot lines, their height and their dimensions/floor area:

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21. Type of water supply:

- ☐ municipally owned and operated piped water supply
- ☐ well
- ☐ Other (specify) \_\_\_\_\_

22. Type of sanitary sewage disposal:

- ☐ municipally owned and operated sanitary sewers
- ☐ septic system
- ☐ Other (specify) \_\_\_\_\_

If the requested amendment permits development on a privately owned and operated individual or communal septic system and more than 4,500 litres of effluent will be produced per day as a result of the development being completed the applicant is required to submit a:

- (i) servicing options report, and
- (ii) a hydrogeological report

23. Type of storm drainage:

- ☐ sewers
- ☐ ditches
- ☐ swales
- ☐ Other (specify) \_\_\_\_\_

24. If known, indicate whether the subject land is the subject of an application under the Planning Act for:

- ☐ consent to sever
- ☐ approval of a plan of subdivision

If known, indicate the file number and status of the foregoing application:

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25. If known, indicate if the subject land has ever been the subject of an application for rezoning under Section 34 of the Planning Act:

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If known, indicate whether the subject land has ever been the subject of a Minister's Zoning Order and, if known, the Ontario Regulation number of that order.

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26. Does the requested amendment remove the subject land from an area of employment in the official plan?

- ☐ Yes
- ☐ No

If yes, state the current official plan policies, if any, dealing with the removal of land from an area of employment.

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

☐ Yes      ☐ No

If yes, how does this application conform to the official plan policies relating to zoning with conditions?

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28. Is the requested amendment consistent with policy statements issued under subsection 3(1) of the Planning Act (i.e. 2020 Provincial Policy Statement)?

☐ Yes      ☐ No

Comments 

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

☐ Yes      ☐ No

If yes, does the requested amendment conform to or does not conflict with the provincial plan or plans?

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30. Is the land associated with any natural environment area or adjacent to or abutting lands that are designated as a Wetland or Natural Environment?

☐ Yes      ☐ No

If yes, an Environmental Impact Assessment is required, for approval by the Town and Essex Region Conservation Authority, to be completed in accordance with the County of Essex Guidelines for Environmental Impact Assessments or when Council considers it appropriate, additional requirements may be made to the Guidelines in accordance with more detailed locally adopted terms of reference for an Environmental Impact Assessment.

31. Will the proposed project include the addition of permanent above ground fuel storage?

☐ Yes      ☐ No

32. Is the land within 600 m of property that is designated as Extractive Industrial?

☐ Yes      ☐ No

If yes, as per Section 3.3.3 of the Official Plan a noise and vibration study is required for approval by the Town, to be completed.

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I, \_\_\_\_\_ solemnly declare that all the statements contained in this application 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.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Sworn before me at the **Town of Amherstburg** in the **County of Essex** on this date

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPLICANT, SOLICITOR OR AUTHORIZED AGENT

\_\_\_\_\_  
A COMMISSIONER, ETC.

### **NOTES:**

Each copy of the application must be accompanied by a sketch, drawn to scale, showing:

- a) the boundaries and dimensions of the subject land;
- b) the location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines;
- c) the approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples of features include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks/tile fields;
- d) the current uses on land that is adjacent to the subject land;
- e) 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;
- f) if access to the subject land is by water only, the location of the parking and docking facilities to be used;
- g) the location and nature of any easement affecting the subject land.

### **NOTE:**

**A deposit of \$1,000 and a flat fee of \$5,742, along with an ERCA development review fee of \$400 for major ZBA applications, must accompany your completed application for a zoning by-law amendment. The total payable to the Town of Amherstburg is \$7142 for major ZBA applications.**

**A deposit of \$1,000 and a flat fee of \$2,873, along with an ERCA development review fee of \$300 for minor ZBA applications, must accompany your completed application for a zoning by-law amendment. The total payable to the Town of Amherstburg is \$4,173 for minor ZBA applications.**

**Any unused portion of the deposit will be returned after the passing of the ZBA.**

**A flat fee of \$1,195 plus an ERCA review fee of \$300, totalling \$1,495, must accompany your completed application for a Holding (h) Removal zone change, zone change from A to A-36, or zone change which is a condition of consent.**

**Engineering review fees are applicable in accordance with the Amherstburg User Fee By-law, which may include an additional review fees each time an application is resubmitted and rereviewed.**

If the subject lands are located within 120 m of a Provincially Significant Wetland, Significant Woodland, Area of Natural or Scientific Interest or Significant Species at Risk Habitat, the applicant may be required to complete a natural heritage review. The initial pre-consultation cost of the natural heritage review is \$565 and should additional work, such as an Environmental Impact Assessment, be required, the applicant will be responsible for all costs associated with review. Costs associated with the review will be invoiced to the applicant through the Town of Amherstburg. The applicant will be responsible for finding their own qualified biologist to complete the Environmental Impact Assessment, if required, and will be responsible for all costs associated with the assessment.

\_\_\_\_\_  
Initial confirming this page  
has been read and understood

- ☐ I acknowledge that the Town requires all documents associated with the application to be provided in compliance with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) as the documents will be made public in accordance with the Planning Act and Municipal Act. The Town will not provide a letter confirming a complete application has been made until such time as all required documents are provided as noted. I further acknowledge that a public meeting for my application will not be scheduled until a letter confirming a complete application has been issued.

\_\_\_\_\_  
APPLICANT, SOLICITOR OR AUTHORIZED AGENT

\_\_\_\_\_  
DATE

**AUTHORIZATION**

(Please see note below)

To: Clerk  
Town of Amherstburg

Description and Location of Subject Land:

I/We, the undersigned, being the registered owner(s) of the above lands hereby

authorize \_\_\_\_\_ of the \_\_\_\_\_

\_\_\_\_\_ of \_\_\_\_\_ to:

- (1) make an application on my/our behalf to the Council for the Town of Amherstburg;
- (2) appear on my behalf at any hearing(s) of the application; and
- (3) provide any information or material required by Town Council relevant to the application.

Dated at the \_\_\_\_\_ of \_\_\_\_\_  
Print Town or City Name

In the \_\_\_\_\_, on \_\_\_\_\_.  
Print County Name Date

\_\_\_\_\_  
Signature of Witness

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

\_\_\_\_\_  
Signature of Witness

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

\* Note: This form is only to be used for applications which are to be signed by someone other than the owner.