



**TOWNSHIP OF BONFIELD**  
**APPLICATION FOR AMENDMENT TO**  
**ZONING BY-LAW 2012-49**  
*Planning Act, R.S.O. 1990. C. P.13, s.34*

**Received:** \_\_\_\_\_

**File No.:** \_\_\_\_\_

It is the responsibility of the owner or authorized agent to provide complete and accurate information at all times. This form will not be accepted as an application until such time as all questions have been answered and all requirements have been met in the manner requested herein. Please read the following carefully:

**APPLICATION:** All the information, documents, drawings and plans request are required to be provided in accordance with the provisions of the Planning Act R.S.O. 1990, c.P13, as amended and/or Township policy.

**FEE:** **\$600 plus costs** (please refer to Fee By-law 2012-12)  
Make all cheques payable to The Township of Bonfield.

**AUTHORIZATION:** All agents **MUST** file an authorization form signed by **ALL REGISTERED OWNERS** when filing on their behalf.

**PLANS:** Refer to the submission requirements within the application.  
  
Submit all submission requirements.  
  
All required documents and drawings must be submitted for the application to be considered complete.

**CORRESPONDENCE:** All correspondence will be sent to the Owner and the Agent.



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<b>PROPERTY INFORMATION</b>					
Property Address	Street No.	Street Name:			
Registered Plan		Lot/ Block Numbers			
Tax Roll Number		Conc. & Lot Number			
Reference Plan No.		Part Numbers			
<b>OWNER/ APPLICANT INFORMATION</b>					
Select one	<input type="checkbox"/> Person		<input type="checkbox"/> Company		
Registered Land Owner	Surname:		First Name:		
Company Name	(Company ONLY)				
Application Contact	Surname:		First Name:		
Address	Street No:	Street Name:			
City		Province:		Postal Code:	
Telephone			Fax:		
<b>AGENT INFORMATION</b>					
Firm					
Application Contact	Surname:		First Name:		
Address	Street No:	Street Name:			
City		Province:		Postal Code:	
Telephone			Fax:		
<b>MORTGAGEES, HOLDERS OF CHARGES OR OTHER ENCUMBRANCES</b>					
Institution/ Company					
Contact Reference	Surname:		First Name:		
Address	Street No:	Street Name:			
City		Province:		Postal Code:	
Telephone			Fax:		

**ASSOCIATED APPLICATION(S) INFORMATION**

<p>Has the subject land been the subject of an application under the Act for approval of a plan of subdivision or for consent? If yes, previous file number(s) and status of application(s):</p>	<p><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>
<p>Has the subject land ever been the subject of an application under Section 34 of the Planning Act? If yes, previous file number(s) and status of application(s):</p>	<p><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>
<p>Has the subject land ever been the subject of a Minister’s Zoning Order? If yes, Ontario Regulation number(s) and status of application(s):</p>	<p><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>

**PROVINCIAL PLANS AND POLICY STATEMENT INFORMATION**

<p>Is the application consistent with Policy Statements issued under Subsection 3(1) of the Act?</p>	<p><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>
<p>Is the subject land within an area of land designated under any provincial plan or plans? If YES explain whether the application conforms to or does not conflict with the applicable provincial plan or plans:</p>	<p><input type="checkbox"/>                      <input type="checkbox"/>             Yes                      No</p>
<p> </p>	
<p> </p>	
<p> </p>	
<p> </p>	

**OFFICIAL PLAN INFORMATION**

<p>The current Official Plan designation:</p>
<p>Explain how the project conforms to the Official Plan:</p>
<p> </p>
<p> </p>
<p> </p>
<p> </p>
<p> </p>

<p>Is the subject land within an Official Plan and/or Zoning area that has pre-determined minimum and maximum density requirements or minimum and maximum height requirements? If YES state requirements:</p>	<p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>
<p>Does the application propose an alteration to the boundary of an existing settlements area and/or add a new area of settlement? If YES provide the details of the Official Plan provisions or the proposed Official Plan amendment that deals with the matter.</p>	<p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>

**OFFICIAL PLAN INFORMATION (continued)**

<p>Does the application remove land from an area of employment (as defined by the Planning Act)? If YES provide details of the official Plan provisions or the proposed Official Plan amendment that deals with the matter</p>	<p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>
<p>Is the property within an area where zoning with conditions may apply? If YES explain how the proposal confirms to the Official Plan policies relating to Zoning Conditions.</p>	<p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>

**ZONING INFORMATION**

Current Zoning of the Subject Lands (By-laws and zone category):
Describe the Nature and Extent of the rezoning being requested:
Why is the rezoning required:
What are the Existing Uses on the subject land:
What are the Proposed Uses of the subject land:

**DETAILED APPLICATION INFORMATION TABLE**

<b>Details of all buildings and structures that are existing and/or proposed for the subject property (attach additional pages in the same format if required):</b>	
<b>Existing:</b>	<b>Proposed:</b>
Building Type:	Building Type:
Height:	Height:
Setbacks:	Setbacks:
Front:	Front:
Rear:	Rear:
Sides:	Sides:
Gross Floor Area:	Gross Floor Area:
Date of Construction:	Date of Construction:
Date of acquisition of subject land by current owner:	
Length of time the existing use(s) has continued:	

**SITE STATISTICS (All Sections must be completed)**

	<b>EXISTING (if applicable)</b>	<b>PROPOSED (as per application)</b>
Parent By-Law		
Amending By-Law (s)		
Official Plan Designation		
Secondary Plan Designation		
Zoning Designation		
Use		
Lot Area (hectares)		
Lot Frontage (metres)		
Lot Depth (metres)		
Lot Coverage		
Total Building Gross Floor Area (m <sup>2</sup> )		
Gross Floor Area of Industrial/Commercial/Institutional uses		
Number of Dwellings Units (Residential)		
Number of Parking Spaces Provided		

**SITE SERVICING (Check applicable)**

Water Supply	Sanitary Service	Storm Service
Municipal <input type="checkbox"/>	Sewer <input type="checkbox"/>	Sewer <input type="checkbox"/>
Well <input type="checkbox"/>	Private or Communal Septic <input type="checkbox"/>	Ditches <input type="checkbox"/>
Lake <input type="checkbox"/>	Privy <input type="checkbox"/>	Swales <input type="checkbox"/>
Other <input type="checkbox"/>	Other <input type="checkbox"/>	Other <input type="checkbox"/>
Is the proposal on privately owned and operated individual or communal septic systems, with more than 4,500 litres of effluent to be produced per day? If YES a Servicing Options Report and a Hydro geological Report <u>must</u> be submitted with this application.		<input type="checkbox"/> Yes <input type="checkbox"/> No

**ACCESS (check applicable)**

Provincial Highway <input type="checkbox"/>	Municipal Road <input type="checkbox"/>	Other Public Road <input type="checkbox"/>
Right of Way <input type="checkbox"/>	Water <input type="checkbox"/>	
Is access to property by water only? If YES provide details about the parking and docking facilities to be used including the approximate distance of these facilities from the subject land and nearest public road.		<input type="checkbox"/> Yes <input type="checkbox"/> No (details attached)

**DEFINITIONS**

<b>FLOOR AREA:</b>	Means the total area of all floors in a building, measured between the exterior faces of the exterior walls of the building at each floor level.
<b>FLOOR AREA, GROSS:</b>	Means the aggregate of the floor areas of a building above or below the established grade, but excluding car parking areas within the building that are below established grade.
<b>FLOOR AREA, LEASABLE:</b>	Means the aggregate of the floor areas of a shopping centre that are leased to the tenants of the shopping centre for their exclusive use, above or below established grade.
<b>FLOOR AREA, NET:</b>	Means the aggregate of the floor areas of a building above or below established grade, but excluding car parking areas within the building stairways, elevator shafts, service/mechanical rooms and penthouses, washrooms, garbage/recycling rooms, staff locker and lunch rooms, loading areas, any space with a floor ceiling height of less than 1.8 metres and any part of a basement.

AUTHORIZATION OF OWNERS

I/We, \_\_\_\_\_ the undersigned,  
hereby authorize \_\_\_\_\_  
(print full name, including company)

to submit the enclosed application to the Approval Authority for the Corporation of the Township of Bonfield, and to appear on my/our behalf at any hearing(s) of the application, and further, to provide any information or materials required by the Committee relevant to the application.

Signature(s): \_\_\_\_\_

at the: \_\_\_\_\_  
(Township)

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
(Day) (Month) (Year)

DECLARATION

I/We, \_\_\_\_\_

of the \_\_\_\_\_  
(Township)

in the of \_\_\_\_\_  
(District)

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 of owner(s) or authorized agent)

Declared before me at the \_\_\_\_\_ this \_\_\_\_\_ of \_\_\_\_\_,  
(Township) (Day) (Month) (Year)

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

**NOTES:** 1. It is required that one copy of this application be filed with the Director of Planning, together with the plan referred to in Note 2, accompanied by a fee of \$600.00 in cash or cheque made payable to the **TOWNSHIP OF BONFIELD.**

2. Each copy of the application must be accompanied by a plan showing the dimensions of the subject land and of all abutting land showing the location, size and type of all buildings and structures on the subject and abutting land. The Approval Authority may require that the plan be signed by an Ontario Land Surveyor.



## **KEY MAP, SITE PLAN, ELEVATION and OTHER DRAWING REQUIREMENTS:**

(All dimensions must be in metric)

### **The Key Map must include:**

- The location of the subject property;
- A north arrow; and
- The local vicinity.

### **The Site Plan must include:**

- The boundaries and dimensions of the subject lands;
- The location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front, rear and side lot lines. (Structures includes hydro transformers and waste storage facilities.);
- The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and any additional features that in the applicant's opinion, may affect the application;
- The current uses of land that is adjacent to the subject land;
- The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or right of way;
- If access to the subject land will be by water only, the location of the parking and docking facilities to be used; and
- The location and nature of any easement affecting the subject land.

Items listed below are not required by the Planning Act for a complete application, but are required to be shown on the plans to expedite the processing of your application.

## **Elevations must include:**

- The height, length and width of all proposed buildings;
- The location of all windows, doors, loading docks, etc;
- The details of all four sides of the proposed building(s), including the type and colour of materials to be used;
- The location of all roof-top mechanical equipment (HVAC, etc.) and proposed screening

## **Other:**

- The proposed landscaping details;
- The proposed parking layout, including isle widths and dimensions of all waste storage loading/unloading facilities;
- The location of the proposed fire route; and
- A table of statistics that includes the following information:
  - The current zoning designation and applicable Zoning-By Law of the subject property;
  - Total lot area of the subject property;
  - Gross Floor Area (GFA), Gross Leasable Area (GLA), and Net Floor Area (NFA) of existing and proposed building(s);
  - The Floor Area Ratio (FAR) shows as a percentage of the total lot area
  - Lot Coverage shown as a percentage of the total lot area;
  - The front, rear and side yard setbacks of existing and proposed building(s) and structure(s), both provided and as required by the applicable Zoning By-Law, and the distance between exiting and proposed building(s) and structure(s);
  - Number of parking spaces both provided and required (including physically disabled parking spaces.); and
  - The landscaped area shown as a total area and percentage of the total area of the lot.