



28 Municipal Lane,  
P.O. Box 1120, Sundridge, ON P0A 1Z0  
Phone 705-384-5819 Fax 705-384-5892  
[www.strongtownship.com](http://www.strongtownship.com)

## Official Plan Amendment Application

### 1. Applicant Information:

1.1 Name of Registered Owner(s) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Cell # \_\_\_\_\_ Alternate # \_\_\_\_\_

Email Address \_\_\_\_\_

1.2 Name of Solicitor \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email Address \_\_\_\_\_

1.3 Name of Authorized Agent \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email Address \_\_\_\_\_

**Please specify to whom you wish communications/documentations to be sent:**

Owner(s) [  ] Solicitor [  ] Agent [  ]

### 2. Location of Subject Lands:

Municipality \_\_\_\_\_

Lot # \_\_\_\_\_ Concession # \_\_\_\_\_

Registered Plan of Subdivision # (if any) \_\_\_\_\_ Lot # on Plan \_\_\_\_\_

Reference Plan # (Survey Plan) \_\_\_\_\_ Part # on Survey \_\_\_\_\_

Civic/911 Address \_\_\_\_\_  
(not mailing address)

Assessment Roll # 4946 \_\_\_\_\_

**3. Description of the Subject Lands:**

**3.1 Dimensions of the Subject Lands:**

Frontage on Road \_\_\_\_\_ Frontage on Water \_\_\_\_\_

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

**3.2 Type of Access for the Subject Lands: (Please check appropriate box)**

|     |    |                                |                 |                 |
|-----|----|--------------------------------|-----------------|-----------------|
| (a) | i) |                                | <b>Existing</b> | <b>Proposed</b> |
|     |    | a) Provincial Highway          | [ ]             | [ ]             |
|     |    | b) Municipal Road – year round | [ ]             | [ ]             |
|     |    | c) Municipal Road – seasonal   | [ ]             | [ ]             |
|     |    | d) Private Road                | [ ]             | [ ]             |
|     |    | e) Water                       | [ ]             | [ ]             |
|     |    | f) Other (specify)             | [ ]             | [ ]             |

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ii) **Name of Street, Road or Highway** \_\_\_\_\_

(b) If the proposed access is by water, describe the docking and parking facilities to be used on the mainland?

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

**4. Servicing of the Subject Lands:**

**4.1 Type of water supply and sewage disposal on the subject lands (Please check appropriate box)**

**Water:**

|                    |                 |                 |
|--------------------|-----------------|-----------------|
|                    | <b>Existing</b> | <b>Proposed</b> |
| a) Lake            | [ ]             | [ ]             |
| b) Private Well    | [ ]             | [ ]             |
| c) Other (specify) | [ ]             | [ ]             |

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**Sewage:**

|                           |                 |                 |
|---------------------------|-----------------|-----------------|
|                           | <b>Existing</b> | <b>Proposed</b> |
| a) Septic Tank & Tile Bed | [ ]             | [ ]             |
| b) Pit Privy              | [ ]             | [ ]             |
| c) Other (specify)        | [ ]             | [ ]             |

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**Note:** Please attach to this application, a copy of the Certificate of Approval issued under the Ontario Building Code, or by the Ministry of Environment, or Conservation Authority for the provision of private water and/or septic systems.

**5. Official Plan Designation:**

**5.1 Official Plan:**

a) If known, what is the current official plan designation(s) of the subject lands: \_\_\_\_\_

b) If known, what is the current zoning of the subject land: \_\_\_\_\_

**5.2 Use of the subject lands:**

|                                       | Existing | Proposed |
|---------------------------------------|----------|----------|
| a) Vacant                             | [ ]      | [ ]      |
| b) Residential                        | [ ]      | [ ]      |
| c) Multiple Residential (e.g. duplex) | [ ]      | [ ]      |
| d) Commercial                         | [ ]      | [ ]      |
| e) Industrial                         | [ ]      | [ ]      |
| f) Other (specify) _____              |          |          |

Provide any additional details of above, if necessary \_\_\_\_\_  
\_\_\_\_\_

**5.3 Previous use of property:**

- Residential [ ]
- Industrial [ ]
- Commercial [ ]
- Institutional [ ]
- Vacant [ ]
- Other [ ]

(a) If Industrial or Commercial, specify use \_\_\_\_\_

(b) Has the grading of the subject land been changed by adding earth or other material?

Yes [ ] No [ ] Unknown [ ]

(c) Has a gas station been located on the subject land or land adjacent to the subject land at any time?

Yes [ ] No [ ] Unknown [ ]

(d) Has there been petroleum or other fuel stored on the subject land or land adjacent to the subject land?

Yes [ ] No [ ] Unknown [ ]

(e) Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?

Yes [ ] No [ ] Unknown [ ]

(f) What information did you use to determine the answers to 5.3 a-e above?

\_\_\_\_\_

(g) If **Yes** to 5.3 b, c, d, or e, a previous use inventory showing all former uses of the subject land, or if appropriate, the land adjacent to the subject land, is needed.

Is the previous use inventory attached Yes [ ] No [ ]

**5.4 Why amendment is required:**

(a) The amendment would

[ ] Add new policy, or change, delete or replace approved official plan policy and/or designation.

[ ] Change or replace the approved official plan land use designation for the subject land.

(b) Purpose of the proposed Amendment:

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(c) Land uses permitted by the proposed Official Plan Amendment:

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**5.5 Number and type of buildings and structures existing and proposed on the subject lands:**

(a) Specify the use, floor area, number of storeys, width, length, height, date of construction, etc., of all buildings and structures on or proposed for the subject lands:

|          | Floor Area | No. Storeys | Width | Length | Height | Date of Construction |
|----------|------------|-------------|-------|--------|--------|----------------------|
| Existing |            |             |       |        |        |                      |
| Proposed |            |             |       |        |        |                      |

**6. Related Planning Applications:**

(a) Are there any applications under the **Planning Act**, such as for approval of a zoning by-law amendment, a minor variance, a plan of subdivision or a site plan, or for a consent, that includes land within 120 metres of the subject land?

Yes [ ] No [ ] Unknown [ ]

b) If Yes to (a), and if known, list below or attach on a separate page:

Approval authority considering the application \_\_\_\_\_

Type of application and the file number \_\_\_\_\_

Description of the land that is the subject of the application \_\_\_\_\_

Purpose of the application and the effect on this application:

\_\_\_\_\_

Status of the application \_\_\_\_\_

**7. Provincial Policy:**

Is the proposed amendment consistent with the Provincial Policy Statement? If yes provide an explanation and reference policy section of the PPS or provide a separate planning justification report.

**8. Sketch:**

**Applications must be accompanied by a sketch, as detailed in the instructions and showing the following information:**

- The boundaries and dimensions of the lot.
- The accurate location, size and type of all existing and proposed buildings and structures (including septic systems) on the lot.
- The distance from all existing and proposed buildings and structures to all lot lines and the high water mark of any adjacent waterbody.
- The location, width and names of any roads within or abutting the subject lands, indicating whether they are public travelled roads, private roads or rights of way, or unopened road allowances;
- If access to the subject land is by water only, the location of the parking and boat docking facilities to be used
- The location and nature of any easements affecting the property.
- The use of adjacent land(s).

As an Official Plan Amendment is a legal document, it is recommended that the above noted plan should be professionally drawn, but otherwise a hand drawn sketch to **scale** (based on an existing survey) will be acceptable. Sketch may be submitted in either imperial or metric measurement. Please show all dimensions on the sketch.

**NOTE:** It is required that 1 copy of the application, 1 copy of the sketch, as outlined in Section 7, be filed with the Clerk Administrator. Applications will not be processed until deemed complete and the deposit fee of \$1500.00 remitted to the Township of Strong.

**Affidavit**

I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_

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

solemnly declare/affirm that the information contained in this application and in the documents that accompany this application is true.

Declared before me at the Township

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

District of \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_

20 \_\_\_\_\_.

\_\_\_\_\_

Commissioner of Oaths

\_\_\_\_\_  
**(Signature of Owner(s), Solicitor, or Authorized Agent)**

If signed by a Solicitor or Agent, written authorization of the Registered Owner(s) must accompany the application or the authorization set out below must be completed.

**9. Authorization:**

9.1 If the applicant is not the owner of land that is subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

**Authorization of Owner for Agent or Solicitor to make this application:**

I/We, \_\_\_\_\_ the registered owner(s) of the land that is the subject of this application for a zoning by-law amendment and I/we hereby authorize \_\_\_\_\_ to make this application on my/our behalf.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature(s) of the Registered Owner(s)

\_\_\_\_\_  
Signature(s) of the Registered Owner(s)

9.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

**Authorization of Owner(s) for Agent or Solicitor to provide personal information:**

I/We, \_\_\_\_\_ the registered owner(s) of the land that is the subject of this application for an Official Plan Amendment and for purposes of the **Municipal Freedom of Information and Protection of Privacy Act**, I/we hereby authorize \_\_\_\_\_ as my agent for this application, to

provide any personal information that will be included in this application or collected during the processing of the application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature(s) of the Registered Owner(s)

\_\_\_\_\_  
Signature(s) of the Registered Owner(s)

**10. Consent of Owner:**

Complete the consent of the owner concerning personal information set out below:

I/We, \_\_\_\_\_ the registered owner(s) of the land that is the subject of this application for an Official Plan Amendment and for purposes of the **Municipal Freedom of Information and Protection of Privacy Act**, I/we hereby authorize the use, or disclosure to any person or public body, of any personal information collected under the authority of the Planning Act for the purpose of processing this application..

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature(s) of the Registered Owner(s)

\_\_\_\_\_  
Signature(s) of the Registered Owner(s)

**Associated Fees:**

Applicant must pre-consult with the Clerk Administrator prior to application being deemed complete.

Pre-consultation Date: \_\_\_\_\_ Pre-consultation Completed:

**Pre-consultation Fee:** \$150.00    Payment Received:

**OPA Deposit Fee:** \$1500.00, includes \$500.00 non-refundable Administration Fee

**Note:** All costs incurred with the execution of the OPA will be at the expense of the applicant and will be invoiced accordingly.

Owner acknowledges responsibility for all costs acquired with the OPA application \_\_\_\_\_.

Signature of Owner

**Office Use Only:**

Application Deemed Complete:  Date: \_\_\_\_\_

Signature of Clerk Administrator: \_\_\_\_\_