



**Township of Puslinch**  
7404 Wellington Road 34,  
Puslinch, ON, N0B 2J0  
T: (519) 763 – 1226  
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[www.puslinch.ca](http://www.puslinch.ca)

## Zoning By-law Amendment Application

Date submitted: \_

### The Amendment:

Type of amendment:

Site specific:

Other (specify):

Purpose of and reasons for the proposed amendment(s):

### General Information:

#### 1. Applicant Information:

Registered Owner's Name(s): \_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Fax: \_\_\_\_\_

**Applicant (Agent) Name(s):** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Fax: \_\_\_\_\_

**Other Name(s):** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Fax: \_\_\_\_\_

Name, address, and phone number of all persons having any mortgages, charges, or encumbrances on the property.

Send correspondence to: Owner:  Agent:  Other: \_\_\_\_\_

When did the current owner acquire the subject land? Date: \_\_\_\_\_

**4. What does the amendment cover?**

The "entire" property:

A "portion" of the property:

(This information should be illustrated on the required drawing under item 24 of this application)

**5. Provide a description of the "entire" property:**

Municipal address: \_\_\_\_\_

Concession: \_\_\_\_\_ Lot: \_\_\_\_\_

Registered Plan Number: \_\_\_\_\_

Area: \_\_\_\_\_ ha          Depth: \_\_\_\_\_ m          Frontage: \_\_\_\_\_ m  
         \_\_\_\_\_ ac    ft.    ft.

**6. Provide a description of the area to be amended if only a "portion" of the property:**

Area: \_\_\_\_\_ ha          Depth: \_\_\_\_\_ m          Frontage: \_\_\_\_\_ m  
         \_\_\_\_\_ ac    ft.    ft.

**7. Is the application to amend the zoning by-law consistent with the Provincial Policy Statement?**

Yes:       No:

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

Greenbelt Plan:       Places to Grow:       Other: (specify): \_\_\_\_\_

If yes, does the application conform to and not conflict with the application provincial plan or plans?

Yes:       No:

**9. County Official Plan**

What is the current County Official Plan designation of the subject property?

\_\_\_\_\_

List land uses permitted by the current Official Plan designation:

How does the application conform to the Official Plan?

If the application is to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement, provide 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, provide 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, provide an explanation of how the application conforms to the Official Plan policies relating to zoning with conditions.

**10. Zoning:**

What is the current zoning of the property? \_\_\_\_\_

What uses are permitted? \_\_\_\_\_

If the subject land is within an area where zoning with conditions may apply, provide an explanation of how the application conforms to the Official Plan policies relating to zoning with conditions.

If the subject land is within an area where the municipality has pre-determined minimum and maximum density requirements or the minimum and maximum height requirements provide a statement of these requirements.

**Existing and Proposed Land Uses and Buildings:**

**11. What is the "existing" use(s) of the subject land?**

**12. How long has the "existing" use(s) continued on the subject land?**

**13. What is the "proposed" use(s) of the subject land?**

**14. Provide the following details for all buildings or structures on the subject land:**

| <b>Building Details</b>                         | <b>Existing</b> |                 | <b>Proposed</b> |                 |
|---|-----------------|-----------------|-----------------|-----------------|
| Type of Building(s) or structures               |                 |                 |                 |                 |
| Date of construction                            |                 |                 |                 |                 |
| Building height                                 | m               | ft              | m               | ft              |
| Number of floors                                |                 |                 |                 |                 |
| * Total floor area                              | m <sup>2</sup>  | ft <sup>2</sup> | m <sup>2</sup>  | ft <sup>2</sup> |
| Ground floor area (exclude basement)            | m <sup>2</sup>  | ft <sup>2</sup> | m <sup>2</sup>  | ft <sup>2</sup> |
| <b>Distance from building structure to the:</b> |                 |                 |                 |                 |
| Front lot line                                  | m               | ft              | m               | ft              |
| Side lot line                                   | m               | ft              | m               | ft              |
| Other side lot line                             | m               | ft              | m               | ft              |
| Rear lot line                                   | m               | ft              | m               | ft              |

| Building Details          | Existing |  | Proposed |  |
|---------------------------|----------|--|----------|--|
| *Percentage lot coverage  |          |  |          |  |
| *Number of parking spaces |          |  |          |  |
| *Number of loading spaces |          |  |          |  |

**Existing and Proposed Services:**

**15. What is the access to the subject property?**

- Provincial Highway:
- Continually maintained municipal road:
- Right-of-way:
- Seasonally maintained municipal road:
- Water access:
- Other (please specify):

**16. What is the name of the road or street that provides access to the subject property.**

**17. If access is by water only, please describe the parking and docking facilities used or to be used and the approximate distance of these facilities from subject land to the nearest public road.**

(This information should be illustrated on the required drawing under item 24 of this application)

**18. Indicate the applicable water supply and sewage disposal:**

| Water Supply    | Existing |  | Proposed |  |
|-----------------|----------|--|----------|--|
| Municipal water |          |  |          |  |

| <b>Water Supply</b>   | <b>Existing</b> | <b>Proposed</b> |
|-----------------------|-----------------|-----------------|
| Communal water        |                 |                 |
| Private well          |                 |                 |
| Other water supply    |                 |                 |
| Water sewers          |                 |                 |
| Municipal sewers      |                 |                 |
| Communal sewers       |                 |                 |
| Private septic        |                 |                 |
| Other sewage disposal |                 |                 |

**19. If the application would permit development on privately owned and operated individual or communal septic systems, would more than 4500 litres of effluent be produced per day as a result of the development being completed?**

Yes:       No:

**If yes, the following reports are required:**

Servicing options report

A hydrogeological report

**20. How is storm drainage provided?**

Storm Sewers:

Ditches:

Swales:

Other:  (explain below)

**Other Related Planning Applications:**

**21. Has the current owner (or any previous owner) made application for any of the following, either on the subject property or within 120 metres of the subject lands?**

| <b>Planning Application</b> | <b>Yes</b> |  | <b>No</b> |  | <b>*File Number</b> | <b>Approval Authority</b> | <b>Subject Lands</b> | <b>Purpose</b> | <b>*Status</b> |
|-----------------------------|------------|--|-----------|--|---------------------|---------------------------|----------------------|----------------|----------------|
| Official Plan Amendment     |            |  |           |  |                     |                           |                      |                |                |
| Zoning By-Law Amendment     |            |  |           |  |                     |                           |                      |                |                |
| Minor Variance              |            |  |           |  |                     |                           |                      |                |                |
| Plan of Subdivision         |            |  |           |  |                     |                           |                      |                |                |
| Consent (Severance)         |            |  |           |  |                     |                           |                      |                |                |
| Site Plan Control           |            |  |           |  |                     |                           |                      |                |                |

**22. Has the subject land ever been the subject of a Minister's Zoning Order?**

Yes:  No:

If yes, provide the Ontario Regulation number of that order, if known: \_\_\_\_\_

**Other Supporting Information**

**23. Please list the titles of any supporting documents: (e.g. Environmental Impacts Study, Hydrogeological Report, Servicing Options Report, Traffic Study, Market Area Study, Aggregate Licence Report, Stormwater Management Report, etc.)**



# Application Drawing

24. Please provide an accurate drawing of the proposal, preferably prepared by a qualified professional. In some cases, it may be more appropriate to submit additional drawings at varying scales a lot better illustrate the proposal. The drawing must include the following information (see on following page):

- Owner/applicant’s names;
  - Legal description of the property;
  - Boundaries and dimensions of the subject and its current land use;
  - Dimensions of area of amendment (if not, the entire property);
  - The size and use of all abutting land;
  - All existing and proposed parking and loading areas, driveways, and lanes;
  - The location and nature of any easements or restrictive covenants on the property;
  - The location of any existing drains or award drains;
  - Woodlots, forested areas, ANSIs, ESAs, wetlands, floodplain, and all natural watercourses (rivers, stream banks, etc.);
- The location, size , and type of all existing and proposed buildings and structures on the subject land , indicating their distance from the front lot line, rear lot line, and side lot lines;
- The name, location, and width of each abutting public or private road, unopened road allowance or right-of-way;
- If access to the subject land is by water only, provide the location of the parking and docking facilities to be used;
  - Other features both on site or nearby that in the opinion of the applicant will have an effect on the application (such as bridges, railways, airports, roads, drainage ditches, wells, septic systems, springs, slopes, gravel pits); and
  - The drawing should also include the scale, north arrow, and date when the drawing was prepared.

## Authorization for Agent/Solicitor to act for Owner

(If affidavit is signed by an Agent/Solicitor on Owner’s behalf, the Owner’s written authorization below shall be completed)

I (we) \_\_\_\_\_ of the  
\_\_\_\_\_ of \_\_\_\_\_ County/Region of  
\_\_\_\_\_ do hereby authorize  
\_\_\_\_\_ to act as my agent in this application.

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

\_\_\_\_\_  
Date

# Affidavit

I (we) \_\_\_\_\_ of the  
\_\_\_\_\_ of \_\_\_\_\_ County/Region of  
\_\_\_\_\_ solemnly declare that all the statements  
contained in this application 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 \_\_\_\_\_ of \_\_\_\_\_ in the  
County/Region of \_\_\_\_\_ this \_\_\_\_\_ day of  
\_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Signature of Owner or authorized  
solicitor or agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Commissioner

\_\_\_\_\_  
Date

## Agreement to Post Sign and Permit Site Visits

For the purpose of public notification and staff identification, I agree to erect a sign in accordance with the Township of Puslinch's sign requirements within one week of the date Township staff has deemed that the application is complete, and remove the sign when the application has been given final approval.

Furthermore, for the purposes of processing this application, I permit staff/representatives of the Township of Puslinch to enter onto my lands and inspect my property at the following times (please check one of the following boxes):

Any and all times:  Certain days as specified:  By appointment only:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For Administrative Purposes Only:**

Application fee of \$\_\_\_\_\_received by the municipality

Date Fee Received: \_\_\_\_\_

Date Application Filed: \_\_\_\_\_

File Number: \_\_\_\_\_

Application deemed complete:

\_\_\_\_\_  
Signature of Municipal Employee

\_\_\_\_\_  
Date

**Personal information on this form is collected under the authority of the Planning Act. The information is used for the purpose of processing this application and administering the legislation and is maintained in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Township Clerk's office.**

**The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact the Township Clerk's office for assistance.**