



Planning Department  
7 Milne Street, PO Box 359  
Minden, ON K0M 2K0

**Application to Amend Zoning By-law 06-10, As Amended and Amend the Official Plan**

**7 Milne Street, PO Box 359, Minden, ON K0M 2K0**  
**Telephone No.: (705) 286-1260 or Fax No.: (705) 286-6005**

File No.: \_\_\_\_\_  
Receipt No.: \_\_\_\_\_  
Date Received: \_\_\_\_\_

The undersigned, hereby applies to the Township of Minden Hills, for an amendment to Zoning By-Law No. 06-10, as amended, and an amendment to the Official Plan for the Township of Minden Hills for the lands shown in Appendix 1 attached hereto. I/We enclose herewith the **Cost Deposit** of Three Thousand Eight Hundred (\$3,800.00) Dollars being, a non-refundable administration fee of \$1,800.00 and a **\$2,000.00 deposit towards the total cost of administering the file, paid by cash or cheque, to the Township of Minden Hills. I agree to pay any further costs and expenses, including but not limited to, survey fee, legal fees and advertising costs, which may be determined by the Council of the Corporation of the Township of Minden Hills, in connection with the processing of this application**

In the event of withdrawal of the application, any surplus amount remaining, after payment of all expenses incurred by the township in processing this application, including the non-refundable administration fee, shall be remitted to the applicant. The applicant is required to notify the township, in writing, of the intent to withdraw the application.

**PART ONE - GENERAL INFORMATION**

Name of Applicant/Agent: \_\_\_\_\_

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

Telephone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name of Registered Owner: \_\_\_\_\_

(If other than applicant)

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

Telephone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

**PART TWO - DESCRIPTION OF SUBJECT LANDS**

Legal Description:

Lot(s): \_\_\_\_\_ Concession(s): \_\_\_\_\_ Geographic Township: \_\_\_\_\_ Part(s): \_\_\_\_\_ Plan: \_\_\_\_\_

Assessment Roll No.: 46-16-            -000-            -0000

Frontage (metres)	Average Width (metres)	Average Depth (metres)	Total Area
_____	_____	_____	_____

Road Name and 911 Number: \_\_\_\_\_

**PART THREE - OFFICIAL PLAN AND ZONING BY-LAW STATUS**

Current Official Plan Designation: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

Proposed Requested Designation: \_\_\_\_\_ Proposed Requested Zoning: \_\_\_\_\_

Basis for Amendment: Reason(s) for requesting the amendment to the Official Plan (if not sufficient space, a covering letter should be prepared by the Applicant and attached to this application).

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

**PART FOUR - EXISTING AND PROPOSED USES OF SUBJECT LANDS**

Please briefly describe the existing use(s) of the subject lands.

\_\_\_\_\_

Date that existing land use(s) was established

Date that existing lot was established

\_\_\_\_\_

Please briefly describe the proposed use(s) for the subject lands.

\_\_\_\_\_

Where there are any **existing buildings** please complete the following:

- a) Dimension of Dwelling Unit Metres and (Feet): \_\_\_\_\_
- b) Accessory Buildings (use and size of each) Metres and (Feet): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- c) Gross Floor Area Metres and (Feet): \_\_\_\_\_
- d) Front Yard Setback or High Water Mark Setback Metres and (Feet): \_\_\_\_\_
- e) Exterior Side Yard Setback (if applicable) Metres and (Feet): \_\_\_\_\_
- f) Interior Side Yard Setback (if applicable) Metres and (Feet): \_\_\_\_\_
- g) Rear Yard Setback Metres and (Feet): \_\_\_\_\_
- h) Building Height (Per Section 3.75 of Zoning By-law 06-10) Metres and (Feet): \_\_\_\_\_  
 \_\_\_\_\_
- i) Date of Construction: \_\_\_\_\_
- j) Other (specify): \_\_\_\_\_

Where there are any **proposed buildings** please complete the following:

- a) Dimension of Dwelling Unit Metres and (Feet): \_\_\_\_\_
- b) Accessory Buildings (use and size of each) Metres and (Feet): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- c) Gross Floor Area Metres and (Feet): \_\_\_\_\_
- d) Front Yard Setback or High Water Mark Setback Metres and (Feet): \_\_\_\_\_
- e) Exterior Side Yard Setback (if applicable) Metres and (Feet): \_\_\_\_\_
- f) Interior Side Yard Setback (if applicable) Metres and (Feet): \_\_\_\_\_
- g) Rear Yard Setback Metres and (Feet): \_\_\_\_\_
- h) Building Height (Per Section 3.75 of Zoning By-law 06-10) Metres and (Feet): \_\_\_\_\_  
 \_\_\_\_\_
- i) Other (specify): \_\_\_\_\_

**PART FIVE - PROPOSED SERVICING AND ACCESS**

Water Supply

Municipal water supply \_\_\_\_ Drilled/dug well \_\_\_\_ Communal well \_\_\_\_ Lake/river \_\_\_\_

Sewage Disposal

Municipal sanitary sewers \_\_\_\_ Individual septic systems \_\_\_\_ Pit Privy \_\_\_\_

Access is the lands directly accessible by

Provincial Highway \_\_\_\_ Municipal/Other Public Road \_\_\_\_ Right of Way \_\_\_\_ Water \_\_\_\_

(Note: Where access is by means of water, please indicate the location of available docking and parking facilities and their location relative to access from a public road.)

**PART SIX - CONCURRENT PLANNING APPLICATIONS**

Will you be considering or are there any other planning applications (i.e. minor variance, plan of subdivision, consent, or site plan control) for the area covered by this application?

Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer to the previous question is YES, please list the applications filed with the Province, the County of Haliburton, or the Township of Minden Hills and briefly describe the lands affected, the purpose of the application and, the stage in the planning process.

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

**PART SEVEN - SUPPLEMENTARY INFORMATION (to be attached to this application)**

Appendix 1 - Location Plan: Please attach a copy of a location plan, drawn to an appropriate scale, properly dimensioned, and showing thereon:

- a) Boundaries of the subject lands Metres and (Feet); and
- b) Dimensions of all lots Metres and (Feet); and
- c) Location and dimensions of all existing and proposed buildings and structures Metres and (Feet).

**PART EIGHT – AFFIDAVIT, OWNER’S AUTHORIZATION AND ACKNOWLEDGEMENT**

I, \_\_\_\_\_ of the \_\_\_\_\_ in the County/District/Regional Municipality of \_\_\_\_\_ solemnly declare that all the statements contained in this application are true, and 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 \_\_\_\_\_ of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
(signature of owner or authorized agent)

\_\_\_\_\_  
A Commissioner of Oaths

---

If the applicant is not the owner of the land that is subject of this application, the owner must complete the following or a similar authorization attached to the application:

**Authorization of Owner for Agent to Make the Application, Provide Personal Information**

I/We, \_\_\_\_\_, being the registered owner(s) of the lands subject of this application and I/we hereby authorize \_\_\_\_\_ to prepare and submit this application on my/our behalf.

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

\_\_\_\_\_  
(Signature of owner)

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

\_\_\_\_\_  
(Signature of owner)

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 for Agent to Provide Personal Information**

I/We, \_\_\_\_\_, being the registered owner(s) of the lands subject of this application, and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I/we authorize \_\_\_\_\_, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

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

\_\_\_\_\_  
(Signature of owner)

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

\_\_\_\_\_  
(Signature of owner)

**Consent of the Owner to the Use and Disclosure of Personal Information and to Allow Site Visits to be Conducted**

I/We, \_\_\_\_\_, being the registered owner(s) of the lands subject of this application and, for the purposes of the Freedom of Information and Protection of Privacy Act, I/we hereby authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application. I/we also authorize and consent to representatives of the Township of Minden Hills and the persons and public bodies conferred with under Section 53(10) of the Planning Act entering upon the lands subject of this application for the purpose of conducting any site inspections as may be necessary to assist in the evaluation of this application.

For the purposes of the **Freedom of Information and Protection of Privacy Act**, I further authorize and consent to the use of my name in any Notices required under the authority of the Planning Act for the purpose of processing this application.

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

\_\_\_\_\_  
(Signature of owner)

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

\_\_\_\_\_  
(Signature of owner)

**Acknowledgement**

I/We, \_\_\_\_\_, hereby acknowledge that in the event that this application is appealed to the Ontario Municipal Board the Township of Minden Hills will require a further deposit of up to Five Thousand (\$5,000.00) Dollars to process the appeal. I/We further agree and acknowledge that any costs in excess of this amount will become my/our responsibility. The Township of Minden Hills hereby acknowledges that any funds not used for the processing of the appeal will be refunded to the applicant once the appeal process has been completed. The undersigned have recognized this notice and have signed below.

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

\_\_\_\_\_  
(Signature of owner)

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

\_\_\_\_\_  
(Signature of owner)