

TOWN OF HANOVER
APPLICATION FOR OFFICIAL PLAN
AND/OR ZONING BY-LAW AMENDMENT

Under Sec. 22 (4) of the Ontario Planning Act, R.S.O. 1990, as amended

(FOR OFFICE USE ONLY)
FILE NO. OPA -
FILE NO. Z -
Date Received:

The undersigned applies to the Planning Advisory Committee of the Town of Hanover for an amendment of the Official Plan and/or Zoning By-Law.

NOTE: This application consists of Part “A”, Part “B” and Part “C”. To avoid delays, the information on each part must be complete and accurate. Incomplete applications will be returned. All applications must be signed. Metric units should be used. PLEASE PRINT.

Mail 3 copies of this form to: TOWN OF HANOVER
341 10th Street
HANOVER, Ontario
N4N 1P5
(519) 364-2780

FEE: \$ Payable to the TOWN OF HANOVER

PART “A” (Page 1 of 3)
1. NAME AND ADDRESS
2. LOCATION OF PROPERTY
3. Name and Address of Mortgagees, holders of charges or other encumbrances in respect of the subject property:
4. DESCRIPTION OF PROPERTY AS SHOWN ON SKETCH
5. DOES THE AMENDMENT COVER THE ENTIRE PROPERTY? YES NO (just a “portion” of the property)
6. CURRENT OFFICIAL PLAN DESIGNATION OF SUBJECT PROPERTY
7. CURRENT ZONING OF SUBJECT PROPERTY
8. USE OF PROPERTY
EXISTING USE
PROPOSED USE

PART “A” (Page 2 of 3)

9. DESCRIPTION OF ALL BUILDINGS

	EXISTING	PROPOSED
TYPE OF BUILDING/STRUCTURE		
HEIGHT OF BUILDING/STRUCTURE		
% LOT COVERAGE		
# OF PARKING SPACES		
# OF LOADING SPACES		
NUMBER OF FLOORS		
TOTAL FLOOR AREA		
GROUND FLOOR AREA (excl.basement)		

10. WHAT IS THE PURPOSE OF AND REASONS FOR THE PROPOSED AMENDMENT(S)?

11. DOES THE PROPOSED OFFICIAL PLAN AMENDMENT:

Change a Policy in the Official Plan <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Replace a Policy in the Official Plan <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Delete a Policy in the Official Plan <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Add a Policy in the Official Plan <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Add or Change a Designation in the Official Plan <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	

12. IF APPLICABLE AND KNOWN AT TIME OF APPLICATION, PLEASE PROVIDE THE FOLLOWING:

Section Number(s) of Policy to be changed:
Text of the Proposed New Policy:
New Designation Name:

13. IS THE SUBJECT LAND OR ANY LAND WITHIN 120 METRES OF THE SUBJECT LAND, THE SUBJECT OF AN APPLICATION FOR ANY OF THE FOLLOWING?

Official Plan Amendment <input type="checkbox"/> Yes <input type="checkbox"/> No	Zoning Amendment <input type="checkbox"/> Yes <input type="checkbox"/> No	Minor Variance <input type="checkbox"/> Yes <input type="checkbox"/> No
Plan of Subdivision <input type="checkbox"/> Yes <input type="checkbox"/> No	Consent (Severance) <input type="checkbox"/> Yes <input type="checkbox"/> No	Site Plan Control <input type="checkbox"/> Yes <input type="checkbox"/> No

14. IF APPLICABLE, PLEASE PROVIDE THE FOLLOWING INFORMATION:

File Number of Application:	Approval Authority:
Lands Subject to Application:	Purpose of Application:
Status of Application:	Effect on the Current Application for Amendment:

15. SERVICING - ROAD ACCESS

COMMON NAME OF ROAD		EXISTING	PROPOSED
a. OWNERSHIP	Municipality		
	Crown		
	Ministry of Transportation		
	County		
	Private		
b. MAINTENANCE	i. Municipality		
	Unassumed Municipal Road		
	Ministry of Transportation		
	County		
	Private or Right of Way		
	None		
	ii. Seasonal		
	Year-Round		
c. WATER ACCESS:	If the proposed access is by water, please describe the nearest public boat launching and car parking facility.		
	How far is it from the property, and what facilities are there?		
	Please also show on key plan portion of the sketch map.		
d. OTHER ACCESS (Specify)			

16. SERVICING - WATER

		EXISTING	PROPOSED
Water Supplied By:	Municipality		
	Local Services Board		
	Private: Well, Lake or Communal (Specify)		

17. SERVICING - SEWAGE

		EXISTING	PROPOSED
Sewage System Supplied By:	Municipality		
	Local Services Board		
	Private: Septic, Pit, Chemical (Specify)		

PART “A” (Page 3 of 3)			
18. SERVICING - STORM DRAINAGE		EXISTING	PROPOSED
Storm Drainage Supplied By:	Municipality		
	Sewers		
	Ditches		
	Swales		
	Other: (Specify)		
19. OTHER DOCUMENTS / INFORMATION (e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report, etc.)			
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PART “B”

Sketch Accompanying Application
See Information Below denoting requirements.

KEY MAP



- The above sketch should include the following:
- i. The boundaries and dimensions of the subject land.
 - ii. The location and nature of any easement or restrictive covenants affecting the subject land.
 - iii. The current uses on land that is adjacent and abutting to the subject land. (e.g. residential, agricultural, extractive, commercial, industrial, recreational, institutional)
 - iv. 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.
 - v. The approximate location of all natural and artificial features on the subject land and on land that is adjacent or abutting to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, structures, fencing, parking and loading areas , railways, bridges, watercourses, drainage ditches, river or stream banks, wetlands, flood plains, wet areas, wooded areas, slopes, gravel pits, wells and septic systems.
 - vi. 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.
 - vii. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
 - viii. The dimensions of area of amendment.

PART “C”

AFFIDAVIT (This affidavit must be signed in the presence of a Commissioner)

Dated at the _____ of _____
this _____ day of _____, 20 ____.

I/We, _____ of the _____ of _____
_____ in the County/District/Regional Municipality of _____,

do 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 _____ }
of _____ }
this _____ day of _____, 20 _____ }

A Commissioner, etc.

AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER

If this application is made by an agent or solicitor on behalf of the landowner, the owner’s written authorization must be included. Without such authorization, the application cannot be considered. If surface and subsurface rights are held by different parties, both signatures are required.

I/We _____, Owner(s) of the lands as described in this application
and known as _____ of the _____ of _____
in the _____ of _____ do hereby authorize _____
_____ to act as my Agent/Solicitor for this application.

Signature of Owner(s) Date _____

Signature of Owner(s) Date _____

Personal information on this form is collected under the authority of the Planning Act, RSO 1990, Chapter P. 13, as amended, and will be used to assess applications for amendments to the Official Plan and/or Zoning By-Law for the Town of Hanover. Questions about this collection should be directed to the Chief Building Official/Planning Administrator, Town of Hanover, 341 10th Street, Hanover, Ontario N4N 1P5 Phone (519) 364-2780.