Application for an Extension To an Existing Temporary Use By-law

Note:
This application must be typed or printed in ink and completed in full. An incomplete or improperly prepared application may not be accepted and could result in processing delays.

For Office Use Only:

File No. PLZ-HA_____
Roll No. _____
Date Submitted _____
Date Received _____
Sign Issued _____
By-law expiration _____
Planner's Initials: _____

A. APPLICANT INFORMATION

1. Owner (s) _____ Phone No _____
Address: _____ Fax No. _____
_____ Postal Code _____
E-mail _____

2. Agent: _____ Phone No. _____
Address: _____ Fax No. _____
_____ Postal Code _____
E-mail _____

B. LOCATION, LEGAL DESCRIPTION AND DIMENSIONS OF PROPERTY

Geographic Township _____ Urban Area/Hamlet _____
Concession Number _____ Lot Number _____
Registered Plan Number _____ Lot(s) Block(s) _____
Reference Plan Number _____ Part Numbers _____
Property Address _____
_____

Dimensions in *metric units*:

Frontage (m.)	*Depth (m.)*	*Width (m.)*	*Area (ha.)*

C. EXISTING TEMPORARY USE BY-LAW

1. What is the By-law file number of the existing temporary use? _____
2. When was the original by-law passed? _____
3. What does the temporary use by-law permit? _____

4. How many times has an extension been granted? _____

5. What length of time is being requested through this extension? _____

6. In the case of a garden suite:

i. Name of individual(s) that are proposed to reside in the garden suite:

_____

ii. Names of individuals that have resided in the garden suite:

_____

_____

iii. Length of time each individual has resided in the garden suite:

_____

_____

7. Have you consulted with a Planner regarding the current request for extension?

❑ YES ❑ NO

D. HISTORY

1. What is the present use of the subject land? _____

2. Has any new development, changes in ownership or boundary adjustments occurred on the subject lands since the approval of the existing temporary use by-law?

❑ YES ❑ NO

If yes, what has occurred? _____

_____

3. Is there any other planning application currently in process that may have an effect on this application?

❑ YES ❑ NO

Please explain: _____

4. Was a planning application required for the new development?

❑ YES ❑ NO

If yes, what was the nature of application? _____

5. What was the file number of the application? _____

6. Was a building permit required?

❑ YES ❑ NO

Note: If any development or expansions have occurred on the property, a plan must be submitted to scale on a 8.5" x 11" paper which shows the changes that have been since the time of the passing of the Temporary Use By-law.

7. Is there any other information that you think may be useful in the review of this application?

_____

_____

E. SUPPORTING MATERIAL TO BE SUBMITTED WITH THE APPLICATION

In order for your application to be considered complete, the following must be included as part of this application ***(all figures must be provided in bold numerals, black ink, and metric units):***

1. Supporting Sketch: A sketch drawn to scale showing the following must be included:

❑	The area and dimensions of the property
❑	The topographical features
❑	The location of all features, including but not limited to, pipelines, gas wells, watercourses, ditches, wetlands, wooded areas
❑	The location of any wells, septic systems and tile beds
❑	The location, name, status and width of any road, lanes, highways, railways, driveways or encroachments, both existing and proposed
❑	The location and nature of any easements
❑	Outlines of all buildings, including building setbacks, building dimensions, height and groupings for each building existing and proposed on the site
❑	Outlines of all planting beds, buffer planting, lawn areas, areas to be seeded and sodded and any other landscaping or site improvements
❑	Location and dimensions of off-street parking, parking structures and aisles, the number of parking spaces to be provided and location of accesses
❑	Any pylon signs, fascia signs, etc., any lighting facilities and their location
❑	Any proposed subdivision of the property
❑	The nature of existing uses of adjacent lands
❑	The legal description of the property in question (Lot, Concession, Registered Plan No., Geographic Township)
❑	Location of outside storage, refuse storage and disposal facilities
❑	The location, size and distances to buildings and property lines of any existing sewage system treatment units (septic tanks) and distribution piping (septic beds) on the subject lands

2. Application fee (see Fee Schedule at page 5).
3. Public Consultation Strategy – Standard Form or Complex Information/Commitment Form
4. Conservation Authority fee, if applicable (Information available from staff. Conservation Authority fee schedules are also available at these websites: Niagara Peninsula Conservation Authority: www.conservation-niagara.on.ca; Grand River Conservation Authority: www.grandriver.ca; and Long Point Region Conservation Authority: www.lprca.on.ca).

Note: In case other information, documentation or supporting material becomes necessary, you will be asked to submit that prior to the processing of your application.

F. NOTIFICATION SIGN REQUIREMENTS

For the purpose of public notification and in order for public, staff, and council to easily locate your land, you will be given a sign to indicate the intent and purpose of your application. It is your responsibility to:
1. Post sign as soon as you receive it.
2. Post one sign per frontage in a visible location on the subject property.
3. Ensure one sign is posted at the front of the property at least 3 feet above ground level.
4. Notify the planner when the sign is in place in order to avoid processing delays.
5. If the sign is not posted in accordance with the above, your application may be deferred.
6. Maintain the sign until notice of decision is received and thereafter removed.

For the purposes of this application, the Owner/Applicant/Agent grants permission to the relevant County staff to enter upon the said property for inspection purposes, and the owner will not be held responsible or liable if any accident or injury occurs.

G. FREEDOM OF INFORMATION

For the Purposes of the *Freedom of Information and Protection of Privacy Act*, I authorize and consent to the use by or the disclosure to any person or public body any information that is collected under the authority of the *Planning Act* or any supporting information/consultant studies submitted for the purposes of processing this application. I also give permission to Haldimand County Staff to enter my property for a site inspection.

_____ _____

Owner's Signature (s) Date

H. DECLARATION

I/we _____ of _____ solemnly declare that:

all of the above statements and the statements contained in all of the exhibits transmitted herewith 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.

Declared before me in

_____

in _____

this _____ day of

_____ A.D., 20_____

_____

A Commissioner, etc.

TO BE SIGNED IN THE PRESENCE OF A COMMISSIONER FOR TAKING AFFIDAVITS

_____

Owner/Applicant/Agent Signature

I. AUTHORIZATION

If the applicant is not the owner of the land that is the subject of this application, the authorization set out below must be completed by the owner.

AUTHORIZATION OF OWNER

I/we _____ am/are the owner(s) of the land that is the subject of this zoning application. I/we authorize _____ to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application.

_____ _____

Signature (s) Date

J. SCHEDULE OF FEES

Notes:
1. Please make cheques for application fee payable to Haldimand County.
2. A separate cheque payable to the relevant conservation authority (Grand River Conservation Authority, Long Point Conservation Authority, or Niagara Peninsula Conservation Authority, whichever is relevant) is also required for applications that fall within that conservation authority's watershed.
3. Additional fees for legal costs may apply if an Local Planning Appeal Tribunal (LPAT) hearing is held.
4. Fees are subject to change.

Fee Category	***Fee ($)***
A. Basic Fee:	
i. Major application*	3,212.00
ii. Minor application**	1,311.00
B. Application Deferral at Applicant's Request	265.00
C. Additional Fees for Legal Costs:	
i. Local Planning Appeal Tribunal (LPAT)	2,276.00
ii. Preparation of LPAT Appeal Record	195.00

* *Major Application*: An application relating to circumstances that are complex and require extensive staff review.

***Minor Application*: An application relating to circumstances that are simple and require minimal staff review. This includes garden suites.

I have read the above ***Schedule of Fees*** and understand that additional fees may be required during the processing of this application, including but not limited to an Local Planning Appeal Tribunal (LPAT) fee.

_____ _____

Applicant/Agent/Solicitor Date

K. SUBMISSION OF COMPLETE APPLICATION/FOR MORE INFORMATIOIN

For submitting a complete application, getting additional information or assistance in completing this application, please contact a Planner at the following offices. In case reference to Haldimand County maps is required to complete the application, they are available at the County website: www.haldimandcounty.on.ca. Complete applications can be submitted at the following offices Monday to Friday between 8:30 am and 4:30 pm:

Haldimand County
Planning and Economic Development Department
P.O. Box 129
1 Main Street South
Hagersville ON N0A 1H0
Phone: (905)-318-5932
Fax: (905)-768-7328

Haldimand County
Planning and Economic Development Department
P.O. Box 187
111 Broad Street East
Dunnville ON N1A 2X5
Phone: (905) 318-5932
Fax: (905)-774-4294

Haldimand County
Planning & Economic Development Department
282 Argyle Street South
Caledonia ON N3W 1K7
Phone: (905)-318-5932
Fax: (905)-765-1436