



**TOWNSHIP OF WOOLWICH  
OFFICIAL PLAN AMENDMENT  
APPLICATION FORM**

P.O. Box 158  
24 Church Street West,  
Elmira, ON N3B 2Z6

Phone: 519-669-1647 / 519-664-2613  
Fax: 519-669-4669

Pursuant to Section 22 of the Planning Act, R.S.O. 1990 c. P. 13, I/ We hereby submit an application requesting the Township of Woolwich to initiate an amendment to the Township of Woolwich Official Plan in respect of the lands hereinafter described.

1. Applicant Information:

a) Registered Owner: \_\_\_\_\_ Telephone#: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Email address: \_\_\_\_\_

b) Authorized Agent: \_\_\_\_\_ Telephone#: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Email address: \_\_\_\_\_

c) Name and address of any mortgagees, charges or other encumbrances of the subject lands.

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

2. Date of Application to Township: \_\_\_\_\_

3. Name of the municipality to which the initiate the amendment to its Official Plan: \_\_\_\_\_  
\_\_\_\_\_

4. Name of the Official Plan proposed to be amended: \_\_\_\_\_

5. Location of Subject Land:

a) Municipal Address: \_\_\_\_\_  
b) Legal Description (as applicable):  
Reference Plan No./Part(s): \_\_\_\_\_ Registered Plan No./Part(s): \_\_\_\_\_  
Tract/Concession: \_\_\_\_\_ Lot No.: \_\_\_\_\_

6. Description of Entire Property

Frontage \_\_\_\_\_ metres; Depth \_\_\_\_\_ metres; Area \_\_\_\_\_ sq. metres  
Existing Use: \_\_\_\_\_  
Existing Township Official Plan Designation: \_\_\_\_\_

7. Description of Area subject to Proposed Amendment (if only a portion of Property):

a) Frontage \_\_\_\_\_ metres; Depth \_\_\_\_\_ metres; Area \_\_\_\_\_ (sq. metres/hectares)  
b) Type of road access (e.g. Regional Road, Municipal Road, Provincial Highway, Right-of Way):  
\_\_\_\_\_

8. Date current owner acquired the property: \_\_\_\_\_

9. Does the Proposed Official Plan Amendment do the following:

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 to 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

10. What is the purpose of the proposed Amendment and what uses would be permitted by the proposed amendment? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. a) Section Number(s) of policy to be changed \_\_\_\_\_  
b) New designation name \_\_\_\_\_

12. Type of water supply (check appropriate space)

provided

proposed

Municipally-owned & operated piped water supply  
Lake, stream, river  
Well - private  
Well - communal  
Other (specify)

13. Type of sewage disposal:

provided

proposed

Municipally-owned & operated sanitary sewers  
Septic Tank  
Pit Privy  
Other (specify)

14. For an application on privately owned or communal septic systems where more than 4500 litres of effluent would be produced per day on the property as a result of the development the following reports are required.

a) a servicing options report – attached  Yes or  No

b) a hydrogeological report – attached  Yes or  No

15. Has the Owner made application for any of the following either on or within 120 m. of the subject lands:

Official Plan Amendment

Yes or  No

Zone Change

Yes or  No

Minor Variance

Yes or  No

Severance

Yes or  No

Plan of Subdivision

Yes or  No

Site Plan Agreement

Yes or  No

16. If the answer to Question 15 is Yes, please provide the following information:

File # of application: \_\_\_\_\_

Approval Authority: \_\_\_\_\_

Lands subject to application: \_\_\_\_\_

Purpose of application: \_\_\_\_\_

Status of application: \_\_\_\_\_

Effect on the current application: \_\_\_\_\_

17. If a policy in the Official Plan is being changed, replaced or deleted or if a policy is being added, the text of the requested amendment must be provided. Attached  Yes or  No

18. If the requested amendment changes or replaces a schedule in the official plan, the requested schedule and text shall be provided. Attached  Yes or  No

19. If the requested amendment alters all or any part of the boundary of an area of the settlement in a municipality or establishes a new area of settlement in a municipality, the current official plan policies, if any, dealing with the alteration or establishment of an area of settlement shall be provided. Attached  Yes or  No

20. If the requested amendment removes the subject land from an area of employment, the current official plan policies, if any, dealing with the removal of the land from an area of employment must be provided. Attached  Yes or  No

21. Please provide any other background information you think may be of assistance to the Township Council in its consideration of your application (including names of supporting documents such as traffic studies, stormwater reports, etc.) \_\_\_\_\_

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

22. Provide information as to whether the application is consistent with the applicable Provincial Policy Statements? \_\_\_\_\_

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

23. The property is subject to a provincial plan or plans through the Places to Grow plan. In respect to this, does the application conform or conflict with the applicable provincial plan? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

24. This application must be accompanied by a site plan, drawn to scale, showing the following:

- Boundaries and dimensions of the subject land and North arrow;
- Location, size and type of all existing and proposed buildings/ structures on property;
- Location of all natural and artificial features (e.g., wells, septic fields, creeks, parking spaces, etc.);
- Current use of lands/ buildings adjacent to property;
- Location and name of abutting roads; and
- the location and nature of any easement or right-of-way affecting the lands.

BE ADVISED THAT ALL APPLICATIONS AND ACCOMPANYING REPORTS ARE CONSIDERED PUBLIC DOCUMENTS AND ARE MADE AVIALABLE TO THE PUBLIC. THIS WILL INCLUDE PROVIDING COPIES OF THE SAME ON THE TOWNSHIP WEBSITE.

BY MAKING AN APPLICATION TO THE TOWNSHIP UNDER THE PLANNING ACT YOU ACKNOWLEDGE THAT YOU ARE GRANTING TOWNSHIP STAFF OR ANY NECESSARY AGENCIES THE RIGHT TO ENTER ONTO THE LANDS TO REASONABLY REVIEW THE PROPERTY IN TERMS OF THE PROPOSED APPLICATION DURING REGULAR BUSINESS HOURS FOR THE PURPOSES OF THE APPLICATION AT HAND.

I, \_\_\_\_\_ of the \_\_\_\_\_ in the Regional Municipality of \_\_\_\_\_ solemnly declare that all the statements contained in this application are true, and I make this my 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. \_\_\_\_\_

Signature of Owner/ Agent

**APPOINTMENT OF AUTHORIZED AGENT**

I, \_\_\_\_\_ hereby appoint \_\_\_\_\_ of \_\_\_\_\_ to act as my Agent in this application.

Signed: \_\_\_\_\_ Witness: \_\_\_\_\_

Dated: \_\_\_\_\_ Dated: \_\_\_\_\_

<b><u>FOR OFFICE USE ONLY</u></b>	
Necessary reports provided: <input type="checkbox"/> Yes or <input type="checkbox"/> No	Necessary sketch provided: <input type="checkbox"/> Yes or <input type="checkbox"/> No
Date Received: _____	Received By: _____
GRCA Fee received: _____	
Township Fees: Appl: _____	Sign Dep: _____ Advertising: _____
Receipt Number: _____	Roll Number: <b>3029-</b> _____
Date Application Deemed Complete _____	