



**TOWNSHIP OF WOOLWICH  
ZONE CHANGE  
APPLICATION FORM**

**ENGINEERING & PLANNING SERVICES**

**PHONE:** 519-669-1647 / 1-877-969-0094

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

Pursuant to Section 34 of the Planning Act, R.S.O. 1990 c.p. 13, I/We hereby submit an application for amendment to Zoning By-law 55-86, as amended, of the Township of Woolwich 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: \_\_\_\_\_

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

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

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

4. Regional Official Policies Plan Designation: \_\_\_\_\_  
Township Official Plan Designation: \_\_\_\_\_  
Explanation of how the use conforms to the necessary Official Plans (can be provided in a separate planning report): \_\_\_\_\_

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

5. Existing Zoning: \_\_\_\_\_

6. Nature and extent of the re-zoning requested: \_\_\_\_\_

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

7. Reason zoning is being requested: \_\_\_\_\_

\_\_\_\_\_

8. Is the subject land within an area where density or height requirements are in place, if so explain?

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

9. 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.: \_\_\_\_\_

10. Detail Description of Subject Land

Frontage \_\_\_\_\_ metres; Depth \_\_\_\_\_ metres; Area \_\_\_\_\_ (sq. metres or hectares)

11. a) Is the application to implement an alteration to the settlement boundary?  Yes or  No

b) If so, provide details of Official Plan (amendment) policies that deals with this matter? \_\_\_\_\_

\_\_\_\_\_

12. a) Is the application to remove land from an area of employment?  Yes or  No

b) If so, provide details on that Official Plan (amendment) policies that deal with this matter? \_\_\_\_\_

\_\_\_\_\_

13. a) Is the property within an area where special zoning conditions may apply:  Yes or  No  
 b) If so, explain how the application conforms to those special Official Plan policies: \_\_\_\_\_

14. a) Access to the property will be via (e.g. Regional Road, Municipal Road, Provincial Highway, Right-of Way, or by water): \_\_\_\_\_  
 b) Is access maintained seasonally or year round: \_\_\_\_\_

15. If access to the property is by water only, will parking and docking be used? Provide details of these facilities from nearest public road etc.: \_\_\_\_\_

16. Existing Use of the property: \_\_\_\_\_

17. Are there Existing and Proposed Buildings and Structures on the property?  Yes or  No

18. **Description of ALL buildings or structures on the subject property:**

Building type	Height (metres)	Size (metres)	Use	Front yard setback (metres)	Rear yard setback (metres)	Side yard setbacks (metres)	Date constructed

NOTE: all buildings should be noted on the attached site plan showing setbacks from lot lines.

19. Proposed use of the subject land: \_\_\_\_\_

20. Are any new buildings or structures proposed?  Yes or  No

21. If the answer to Question 20. is yes, for each building and/or structure proposed provide the following information:

Building type	Height (metres)	Size (metres)	Use	Front yard setback (metres)	Rear yard setback (metres)	Side yard setbacks (metres)

22. a) Date current owner acquired the property: \_\_\_\_\_  
 b) Length of Time Existing Use Has Continued: \_\_\_\_\_

23. Type of water supply (check appropriate space)

- |                          |                          |   |
|--------------------------|--------------------------|---|
| provided                 | proposed                 |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipally-owned & operated piped water supply |
| <input type="checkbox"/> | <input type="checkbox"/> | Lake, stream, river                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Well - private                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Well - communal                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (specify)                                 |

24. Type of sewage disposal:

- |                          |                          |  |
|--------------------------|--------------------------|--|
| provided                 | proposed                 |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Municipally-owned & operated sanitary sewers |
| <input type="checkbox"/> | <input type="checkbox"/> | Septic Tank                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Pit Privy                                    |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (specify)                              |

25. 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

26. Type of storm drainage provided/ proposed:

- |                          |                                  |
|--------------------------|----------------------------------|
| provided                 | proposed                         |
| <input type="checkbox"/> | <input type="checkbox"/> Sewers  |
| <input type="checkbox"/> | <input type="checkbox"/> Ditches |
| <input type="checkbox"/> | <input type="checkbox"/> Other   |

27. If known, has the property ever been subject to:

- a) an application for a plan of subdivision, or consent?  Yes or  No  
If yes, application number and status of the application? \_\_\_\_\_
- b) an application for zone change (Section 34 of the Act)  Yes or  No  
If yes, application number and status of the application? \_\_\_\_\_
- c) a Minister's Zoning Order?  Yes or  No  
If yes, the Ontario Regulation Number for the same? \_\_\_\_\_

28. Provide a sketch, in metric units, showing:

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, indicating the distance from the front lot line, rear lot line, and side lot lines;
- c) approximate location of natural and artificial features (e.g., buildings, railways, roads, watercourses, drainage ditches, banks of river or stream, wetlands, wooded areas, wells, and septic tanks) that
  - i. are located on the subject land and land that is adjacent to it, and
  - ii. in the applicant's opinion may affect the application;
- d) the current uses of the land that is adjacent to the subject land;
- e) the location, width, and name of any roads within or abutting the subject land, indicating whether it is an open or unopened road allowance, a public travelled road, a private road or a right of way;
- f) if access to the subject land will be by water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

*Sketch must be scaled and legible on an 8.5 by 11 paper.*

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

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30. 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? \_\_\_\_\_

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**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 Applicant/ Agent**

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

**APPOINTMENT OF AUTHORIZED AGENT/SOLICITOR**

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

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

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

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

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

**FOR OFFICE USE ONLY**

**Necessary reports provided:**  Yes or  No    **Necessary sketch provided:**  Yes or  No

**Date Received:** \_\_\_\_\_ **Received By:** \_\_\_\_\_

**GRCA Fee received:** \_\_\_\_\_ **Region of Waterloo Fee received:** \_\_\_\_\_

**Township Fees:** Appl: \_\_\_\_\_ Sign Dep: \_\_\_\_\_ Advertising: \_\_\_\_\_

**Receipt Number:** \_\_\_\_\_ **Roll Number:** 3029- \_\_\_\_\_

**Date Application Deemed Complete:** \_\_\_\_\_