



**TOWNSHIP OF WOOLWICH
ZONE CHANGE
APPLICATION FORM**

DEVELOPMENT SERVICES

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

EMAIL: planning@woolwich.ca

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 26-2024, 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 / Applicant: _____
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
☐	☐
☐	☐
☐	☐
☐	☐
☐	☐

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

24. Type of sewage disposal:

provided	proposed
☐	☐
☐	☐
☐	☐
☐	☐

- Municipally-owned & operated sanitary sewers
- Septic Tank
- Pit Privy
- 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
- ☐ Sewers
- ☐ Ditches
- ☐ 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? _____

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? _____

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 / Applicant 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: _____



**The Regional Municipality of Waterloo
Planning, Housing and Community Services
150 Frederick Street, 8th Floor
Kitchener, Ontario N2G 4J3
(519)575-4533**

◆ Cambridge ◆ Kitchener ◆ North Dumfries ◆ Waterloo ◆ Wellesley ◆ Wilmot ◆ Woolwich ◆

This form must be completed and signed by the property owner(s) for all development applications submitted to the Regional Municipality of Waterloo (The Region).

Municipal Address:

- | | | | | |
|-------|--|-----|----|-----------|
| 1. | What are the current uses of the property? | | | |
| <hr/> | | | | |
| 2. | Was the subject property ever used for industrial purposes?
If yes , please describe approximate dates and types of industry: | yes | no | uncertain |
| <hr/> | | | | |
| 3. | Was the subject property ever used for commercial purposes where there is potential for site contamination (i.e., automotive repair, gas station, dry cleaning operation, chemical warehousing etc.)?
If yes , please describe approximate dates and types of commercial activity: | yes | no | uncertain |
| <hr/> | | | | |
| 4a. | Has waste (garbage, solid wastes, liquid wastes) ever been placed on this property? | yes | no | uncertain |
| 4b. | If yes, when? _____

Please provide description of waste materials: | | | |
| <hr/> | | | | |
| 5. | Have hazardous materials ever been stored or generated on the property (e.g. has HWIN registration or other permits been required?)
If yes , please summarize details: | yes | no | uncertain |
| <hr/> | | | | |
| 6. | Is there reason to believe that this property may be potentially contaminated based on historical use of this or an abutting property?

If yes , please describe the nature of the suspected contamination | yes | no | uncertain |
| <hr/> | | | | |
| 7. | Has the subject property or adjacent property ever been used as an agricultural operation where cyanide products may have been used as pesticides? | yes | no | uncertain |

- | | | | | |
|-----|--|-----|----|-----------|
| 8. | Are there or were there ever any above ground or underground storage tanks for fuels or chemicals on the property?
If yes , please summarize details _____ | yes | no | uncertain |
| 9. | Does the property have or ever had a water supply well, monitoring well, geothermal well?
If yes , please provide details: _____ | yes | no | uncertain |
| 10. | Does this property use or has it ever used a septic system? | yes | no | uncertain |
| 11. | Have any environmental documents been prepared or issued for this property, including but not limited to a Phase I and II environmental site assessment, risk assessment, Record of Site Condition or Certificate of Property Use? | yes | no | uncertain |
| 12. | Will lands be dedicated to the Region as part of this application (including road allowances, daylight triangles)? | yes | no | uncertain |

DECLARATION

Property Owner / Authorized Officer -

I, _____ am the registered owner of the land that is the subject of this document and to the best of my knowledge, the information in this questionnaire is true.

DECLARED before me _____ in the _____
Commissioner of Oath (Print Name) City/Town/Municipality

this _____ day of _____, 20____.

Commissioner of Oaths (signature)

Registered Owner (signature)