



8348 Wellington Road 124,  
P.O. Box 700  
Rockwood ON N0B 2K0  
Tel: 519-856-9596  
Fax: 519-856-2240  
Toll Free: 1-800-267-1465

DATE RECEIVED BY STAFF: \_\_\_\_\_  
RECEIVED BY STAFF PERSON: \_\_\_\_\_  
ASSIGNED NUMBER: \_\_\_\_\_

**CORPORATION OF  
THE TOWNSHIP OF GUELPH/ERAMOSIA**  
**APPLICATION FOR A ZONING BY-LAW AMENDMENT**  
Under Section 34, 36, or 39 of the Planning Act.

*The Personal Information collected on this form is collected pursuant to Section 34, 36, or 39 of the Planning Act and will be used in the processing of this application. Applicants are advised that the Zoning By-law Amendment process is a public process and the information contained in the Zoning By-law Amendment files is considered public information and is available to anyone upon request.*

**PART 1 GENERAL INFORMATION**

**1. CONTACT INFORMATION**

Name	Mailing Address	Contact
<i>Registered Owner(s):</i>		<i>Telephone 1:</i>
		<i>Telephone 2:</i>
		<i>Email:</i>
		<i>Fax:</i>
<i>Applicant:</i>		<i>Telephone 1:</i>
		<i>Telephone 2:</i>
		<i>Email:</i>
		<i>Fax:</i>
<i>Agent:</i>		<i>Telephone 1:</i>
		<i>Telephone 2:</i>
		<i>Email:</i>
		<i>Fax:</i>
<p><b>Primary Contact</b> (all communications will be directed to this contact):</p> <p align="center"> <input type="checkbox"/> Owner      <input type="checkbox"/> Applicant      <input type="checkbox"/> Agent </p>		

**2. LOCATION OF PROPERTY**

<i>Municipal Address</i>	<i>Concession(s)</i>	<i>Lot(s)</i>
<i>Division</i>	<i>Geographic Township (Former Municipality)</i>	<i>Registered Plan No.</i>
<i>Lot(s)/Block(s) of Registered Plan</i>	<i>Reference Plan No.</i>	<i>Part(s) of Reference Plan</i>

**3. PROPERTY DIMENSIONS**

<i>Lot Frontage (m)</i>	<i>Lot Depth (m)</i>	<i>Lot Area (km<sup>2</sup>)</i>
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**4. ENCUMBRANCES**

a. Are there any mortgages, easements, or restrictive covenants affecting the property?

Yes       No

b. If yes, provide names and addresses of the holders of any mortgages, charges, or other encumbrances with respect to the land(s).

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**5. PROVINCIAL POLICY**

- a. Explain how the application is consistent with the Policy Statements issued under subsection 3(1) of the *Planning Act* (ie: the Provincial Policy Statement, 2014)?

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- b. How does this application conform/conflict with the Growth Plan for the Greater Golden Horseshoe?

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**c. SIGNIFICANT FEATURES**

All application under the *Planning Act* are subject to review for regard to the Provincial Policy Statement (2014). Complete the following table and be advised of the potential information requirements noted.

Feature or Development Circumstance	On site or within 500 m?		Distance (m) from site.	Potential Considerations
	Yes (X)	No (X)		
Class 1 industry (Small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only)	<input type="checkbox"/>	<input type="checkbox"/>		Assess development for residential and other sensitive uses within 70 metres.
Class 2 industry (Medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic)	<input type="checkbox"/>	<input type="checkbox"/>		Assess development for residential and other sensitive uses within 300 metres.
Class 3 industry (Processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions)	<input type="checkbox"/>	<input type="checkbox"/>		Assess development for residential and other sensitive uses within 1000 metres.
Land Fill Site	<input type="checkbox"/>	<input type="checkbox"/>		Address possible leachate, odour, vermin and other impacts
Sewage Treatment Plant	<input type="checkbox"/>	<input type="checkbox"/>		Assess the need for a feasibility study for residential and other sensitive land uses
Waste Stabilization Pond	<input type="checkbox"/>	<input type="checkbox"/>		Assess the need for a feasibility study for residential and other sensitive land uses
Active Railway line	<input type="checkbox"/>	<input type="checkbox"/>		Evaluate impacts within 100 metres of active railway.
Controlled access highways or freeways, including designated future routes	<input type="checkbox"/>	<input type="checkbox"/>		Evaluate impacts within 100 metres

Feature or Development Circumstance	On site or within 500 m?		Distance (m) from site.	Potential Considerations
	Yes (X)	No (X)		
Mineral and petroleum resource areas	<input type="checkbox"/>	<input type="checkbox"/>		Will development hinder access to the resource or the establishment of new resource operations?
Significant wetlands	<input type="checkbox"/>	<input type="checkbox"/>		Development is not permitted
Significant portions of habitat of endangered species and threatened species	<input type="checkbox"/>	<input type="checkbox"/>		Development is not permitted
Significant fish habitat, woodlands, valley lands, areas of natural and scientific interest, wildlife habitat	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate no negative impacts
Significant groundwater recharge areas, headwaters and aquifers	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate that these features will be protected
Significant built heritage resources and cultural heritage landscapes	<input type="checkbox"/>	<input type="checkbox"/>		Development should conserve significant built heritage resources and cultural heritage landscapes
Significant archaeological resources	<input type="checkbox"/>	<input type="checkbox"/>		Assess development proposed in areas of medium and high potential for significant archaeological resources. These resources are to be studied and preserved, or, where appropriate, removed, catalogued and analysed prior to development.
Erosion hazards	<input type="checkbox"/>	<input type="checkbox"/>		Determine feasibility within the 1:100 year erosion limits of ravines, river valleys and streams
Floodplains	<input type="checkbox"/>	<input type="checkbox"/>		Approval from GRCA

Feature or Development Circumstance	On site or within 500 m?		Distance (m) from site.	Potential Considerations
	Yes (X)	No (X)		
Contaminated sites	<input type="checkbox"/>	<input type="checkbox"/>		Assess an inventory of previous uses in areas of possible soil contamination
Propane facility within 1000m	<input type="checkbox"/>	<input type="checkbox"/>		Address safety considerations
Agricultural operations	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate compliance with the Minimum Distance Separation Formulae
Mineral aggregate resource areas	<input type="checkbox"/>	<input type="checkbox"/>		Will development hinder access to the resource or the establishment of new resource operations?
Existing Pits and Quarries	<input type="checkbox"/>	<input type="checkbox"/>		Will development hinder continued operation or extraction?
Hazardous sites (property or lands that could be unsafe for development or alteration due to naturally occurring hazard. These hazards may include unstable soils or unstable bedrock)	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate that hazards can be addressed
Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate feasibility of development above 28 NEF for sensitive land uses. Above the 35 NEF/NEP contour, development of sensitive land uses is not permitted
Electric transformer station	<input type="checkbox"/>	<input type="checkbox"/>		Determine possible impacts within 200 metres.
High voltage electric transmission line	<input type="checkbox"/>	<input type="checkbox"/>		Consult the appropriate electric power service.
Prime agricultural land	<input type="checkbox"/>	<input type="checkbox"/>		Demonstrate need for use other than agricultural and indicate how impacts are to be mitigated.

**6. OFFICIAL PLAN (Contact the County of Wellington for information)**

- a. List the current designation(s) of the subject land in the County of Wellington Official Plan.

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- b. Explain how the proposed Zoning By-law Amendment application conforms to the current County Official Plan:

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- c. If an amendment to the County Official Plan is also required, please provide basic details of the amendment, including the proposed changes.

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**7. ZONING BY-LAW**

- a. The current zone(s) of the subject property:

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- b. Date the subject land was acquired by current owner: \_\_\_\_\_

- c. Existing uses of the land:

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- d. Length of time that the existing uses have continued on the land:

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e. Does the registered owner own the abutting lands?  Yes  No

i. If yes, please provide the civic address or legal description of these properties.

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f. What land uses are adjacent to the subject land(s)?

i. North: \_\_\_\_\_

ii. South: \_\_\_\_\_

iii. East: \_\_\_\_\_

iv. West: \_\_\_\_\_

**PART 3 | SITE SPECIFICATIONS**

**8. PROPOSED AMENDMENT**

a. Explain the rationale for the purpose of the application:

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b. Explain the proposed amendment to the Zoning By-law, including any proposed change, deletion, replacement or addition to the regulations or mapping. Please list additional permitted uses and Zoning By-law section numbers (where applicable):

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**9. EXISTING BUILDINGS**

List all existing buildings/structures on the property:

Type of Building/ Structure	Yard Setbacks (m)	Building Dimensions	Ground Floor Area (m <sup>2</sup> )	Gross Floor Area (m <sup>2</sup> )	Height (m)	Date Built
1.	<i>Front:</i> <i>Rear:</i> <i>N/E Side:</i> <i>S/W Side:</i>				<i>Number of Storeys:</i>	
2.	<i>Front:</i> <i>Rear:</i> <i>N/E Side:</i> <i>S/W Side:</i>				<i>Number of Storeys:</i>	
3.	<i>Front:</i> <i>Rear:</i> <i>N/E Side:</i> <i>S/W Side:</i>				<i>Number of Storeys:</i>	

Number of EXISTING parking stalls: \_\_\_\_\_

Number of EXISTING loading stalls: \_\_\_\_\_

**10. EXISTING EMPLOYEES**

Number of EXISTING employees: \_\_\_\_\_

## 11. PROPOSED BUILDINGS

List all proposed buildings/structures for the property:

Type of Building/ Structure	Yard Setbacks (m)	Building Dimensions	Ground Floor Area (m <sup>2</sup> )	Gross Floor Area (m <sup>2</sup> )	Height (m)	Date Built
1.	<i>Front:</i> <i>Rear:</i> <i>N/E Side:</i> <i>S/W Side:</i>				<i>Number of Storeys:</i>	
2.	<i>Front:</i> <i>Rear:</i> <i>N/E Side:</i> <i>S/W Side:</i>				<i>Number of Storeys:</i>	
3.	<i>Front:</i> <i>Rear:</i> <i>N/E Side:</i> <i>S/W Side:</i>				<i>Number of Storeys:</i>	

Number of PROPOSED parking stalls: \_\_\_\_\_

Number of PROPOSED loading stalls: \_\_\_\_\_

## 12. PROPOSED EMPLOYEES

Number of PROPOSED employees: \_\_\_\_\_

**13. SITE ACCESS**

a. Access to site is provided by:

Access Type	Access Name
<input type="checkbox"/> <i>Provincial Highway</i>	
<input type="checkbox"/> <i>County Road</i>	
<input type="checkbox"/> <i>Township Road (Year-round Maintenance)</i>	
<input type="checkbox"/> <i>Township Road (Seasonal Maintenance)</i>	
<input type="checkbox"/> <i>Private Road/ Right-of-Way</i>	
<input type="checkbox"/> <i>Water (If access is via water only please see the Planning Dept. for an additional form)</i>	

**14. SERVICING**

a. Water supply is provided via:

- Municipal Servicing
- Private Well(s) *Specify individual or communal well:* \_\_\_\_\_
- Other *Specify:* \_\_\_\_\_

b. Sewage disposal is provided via:

- Municipal Servicing
- Private Septic System *Specify individual or communal septic system:*  
\_\_\_\_\_
- Other *Specify:* \_\_\_\_\_

c. Storm drainage is provided via:

- Sewer
- Ditches
- Swales
- Natural
- Other *Specify and explain:* \_\_\_\_\_

**PART 4    ADDITIONAL INFORMATION**

**15. OTHER APPLICATIONS**

List any applications made under the *Planning Act* for the subject lands, or lands within 120 m of the subject lands. If a decision has been made on an application for the subject lands, please include a copy of this decision.

<b>Application Type</b>	<b>File Number</b>	<b>Purpose</b>	<b>Status</b>
<i>Official Plan Amendment</i>			
<i>Zoning By-law Amendment</i>			
<i>Site Plan</i>			
<i>Minor Variance</i>			
<i>Plan of Subdivision/Condominium</i>			
<i>Consent/Severance</i>			

## 16. CONSIDERATIONS

These factors may apply to the application and should be considered. To determine if additional technical studies are required, applicants should contact Township staff or the appropriate agency, as listed. Please provide all studies in both digital (pdf) and hard copy.

<b>Factor</b>	<b>Potential Requirements</b>	<b>Agency Contact (if applicable)</b>
Development on privately owned septic system with more than 4,500 litres of effluent produced daily as a result of development.	<ul style="list-style-type: none"> <li>• Servicing options report</li> <li>• Hydrogeological report</li> </ul>	Township of Guelph-Eramosa
Fronting onto a Provincial Highway	<ul style="list-style-type: none"> <li>• Traffic Impact Study</li> </ul>	Ministry of Transportation
Fronting onto a Regional Road	<ul style="list-style-type: none"> <li>• Traffic Impact Study</li> </ul>	County of Wellington
Within area of min/max density or min/max height requirements	<ul style="list-style-type: none"> <li>• Statement meeting how requirements will be met</li> </ul>	Township of Guelph-Eramosa/County of Wellington
Within/near flood plain or hazard zone	<ul style="list-style-type: none"> <li>• As requested</li> </ul>	Grand River Conservation Authority
Altering boundary of settlement area	<ul style="list-style-type: none"> <li>• Statement of compliance with Official Plan</li> </ul>	County of Wellington
Within area of zoning conditions	<ul style="list-style-type: none"> <li>• Statement of compliance with zoning conditions</li> </ul>	Township of Guelph-Eramosa
Within/near natural heritage area	<ul style="list-style-type: none"> <li>• Natural Heritage Impact Study</li> </ul>	Grand River Conservation Authority
Within Source Water Protection Area/Wellhead Protection Area	<ul style="list-style-type: none"> <li>• Hydrogeological Study</li> <li>• Source Water Protection Plan</li> </ul>	Risk Management Official, County of Wellington
Application-dependent studies	<ul style="list-style-type: none"> <li>• Geotechnical Study</li> <li>• Stormwater management study</li> <li>• Servicing report</li> <li>• Contaminated Site assessment</li> <li>• Planning Justification Report</li> <li>• Noise Impact Study</li> <li>• Archaeological Assessment</li> <li>• Vibration Study</li> <li>• Visual Impact Study</li> </ul>	Township of Guelph-Eramosa

## 17. REQUIRED DRAWINGS

Please provide all drawings in both digital and hardcopy. Hard copy drawings must be individually folded and collated with 5 copies provided. Digital copies must be provided on a CD, in both pdf and AutoCAD format (where applicable). All drawings must be drawn to metric scale (including measurements) and prepared by a qualified professional.

Please see attached "Zoning By-law Amendment Checklist" for detailed drawing requirements.

<b>PART 5</b>	<b>AFFIDAVIT</b>
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I/We \_\_\_\_\_  
*(Applicant/Owner/Agent Name)*

of the \_\_\_\_\_  
*(Name of Local Municipality)*

in the County/Region of \_\_\_\_\_  
*(Name of County/Region)*

solemnly declare that all the statements contained in this application are true, and that the information contained in the documents that accompany this application is 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.

\_\_\_\_\_  
Signature of Agent/Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Commissioner

\_\_\_\_\_  
Date

**PART 6**

**APPLICANT AUTHORIZATION FORM**

I/We \_\_\_\_\_  
*(Owner Name/Signing Authority)*

the registered owner(s) of \_\_\_\_\_  
*(Municipal Address or Legal Description of the Property)*

hereby authorize \_\_\_\_\_  
*(Applicant/Agent Name)*

as an officer/employee of \_\_\_\_\_ to act  
*(Company Name)*

as agent for the Application to Amend a Zoning By-law which relates to the above-noted lands.

\_\_\_\_\_  
Signature of Owner/Signing Authority

\_\_\_\_\_  
Date

Each application must be accompanied by a deposit in the form of cash or a cheque payable to the **Corporation of the Township of Guelph/Eramosa** in the total amount of \$6,572.00, which includes a non-refundable administration fee of \$4,572.00, and a deposit of \$2,000.00. In addition other agencies such as the Grand River Conservation Authority may charge a review fee, billed directly to the applicant. The Township will retain this deposit of \$2,000.00 until such time as the project has been completed and the applicant and the owner have paid all expenses incurred by the Township of Guelph/Eramosa in processing this application.

The applicant and the owner understand, acknowledge and accept that the Township of Guelph/Eramosa does not retain as full-time staff professional engineers, planners, or solicitors. The Township of Guelph/Eramosa contracts out private firms for these services. **The applicant and the owner SHALL be jointly and severally liable for paying to the Township of Guelph/Eramosa all costs it incurs in processing this application including but not limited to fees for planning, engineering and legal services, together with any Township of Guelph/Eramosa administration fees.** The Township of Guelph/Eramosa shall notify the applicant and owner from time to time of any costs incurred by the Township and the applicant and the owner shall have thirty (30) days to pay the Township for those costs after notice is given. In the event that the applicant and the owner do not pay those costs within thirty (30) days, the Township has a right to apply the deposit against those costs and further to cease doing any work on the processing of this application until such time as all outstanding costs are paid in full and the deposit has been restored to the initial deposit amount set out in the guidelines.

\_\_\_\_\_  
Signature of Owner(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
Date



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 P.O. Box 700  
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**CORPORATION OF THE TOWNSHIP OF GUELPH/ERAMOSIA  
 PUBLIC CONSULTATION STRATEGY FORM FOR  
 APPLICATION FOR A ZONING BY-LAW AMENDMENT**

**Under Section 34, 36, or 39 of the Planning Act.**

*As per changes to the Planning Act introduced through the Smart Growth for Our Communities Act, a public consultation strategy is required for a Zoning By-law Amendment before the application is deemed to be “complete” as defined by the Planning Act. Please discuss your proposal with the Township of Guelph/Eramosa Planning Administrator and/or Planning Associate/Consultant in advance of the submission of any application.*

*The Personal Information collected on this form is collected pursuant to Section 34, 36, or 39 of the Planning Act and will be used in the processing of this application. Applicants are advised that the Zoning By-law Amendment process is a public process and the information contained in the Zoning By-law Amendment files is considered public information and is available to anyone upon request.*

**FORMAL NOTIFICATION and PUBLIC CONSULTATION**

Formal notifications, as prescribed by the Planning Act include a Notice published in a newspaper, and in addition the Township of Guelph/Eramosa circulates a Notice to every owner of land within 120 metres of the subject land.

Please select any and all forms of further public consultation that you, as the applicant / agent / owner intend to undertake:

	<i>None</i>
	<i>Speak to adjacent landowners directly about proposed development</i>
	<i>Post signs within a common area (for multi-residential buildings and developments) and obtain any related approval for posting a sign</i>
	<i>Advertise the proposal and public meeting in a local newspaper (prior to initiating, please discuss this with the Township of Guelph/Eramosa Planning Administrator and/or Planning Associate/Consultant)</i>
	<i>Host an open house regarding the proposal</i>
	<i>Other measures (please elaborate):</i>

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_  
(Date) (Month) (Year)

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature of Applicant / Agent / Owner

***PLEASE RETURN THE COMPLETED FORM  
WITH THE APPLICATION FOR ZONING BY-LAW AMENDMENT.***

For information about the Township's Zoning By-law Amendment process, please contact the Planning Administrator at 519-856-9596 ext. 112. For information about Zoning By-law Amendments in general, check out the "Citizens' Guides to Land-use Planning" at: <http://www.mah.gov.on.ca/Page338.aspx>