



File No.: _____

Date Rec'd: _____

Roll No.: _____

PIN: _____

TOWNSHIP OF NORWICH
APPLICATION FOR ZONE CHANGE

1. Registered Owner(s) – as appears on Title

Name: _____

Address: _____ Postal Code: _____

Phone: _____ Business: _____

Email: _____

Applicant (if other than registered owner)

Name: _____

Address: _____ Postal Code: _____

Phone: _____ Business: _____

Email: _____

Solicitor or Agent (if any)

Name: _____

Address: _____ Postal Code: _____

Phone: _____ Business: _____

Email: _____

All communications will be sent to those listed above.

If Applicant is the purchaser, or purchaser's agent, a copy of the Agreement of Purchase & Sale must be included with this application.

Note: A covering letter should be supplied with the application to describe the land use and business activity proposed

Name and address of any holders of any mortgages, charges or other encumbrances (if known):

2. Subject Land (s):

Location:

Municipality	Former Municipality
Concession	Lot (s)
Registered Plan No.	Lot (s)
Reference Plan No.	Part (s)

The proposed lot is located on the _____ side of _____ Street/Road/Line, lying between _____ Street/Road/Line and _____ Street/Road/Line.

Street / Civic Address (911#) _____

Official Plan Designation:

Existing: _____

Proposed: _____

If the proposed designation is different than the existing designation, has an application for Official Plan amendment been filed with the County of Oxford? Yes No

Zoning:	Present:	_____
	Proposed:	_____
Uses:	Present:	_____
	Proposed:	_____

3. Buildings / Structures:

For all buildings / structures, either existing or proposed on the subject lands, please supply the following information: None Existing None Proposed

Existing

	Building 1	Building 2	Building 3
Use:	_____	_____	_____
Date Constructed:	_____	_____	_____
Floor Area:	_____	_____	_____
Setbacks:	_____		
Front lot line	_____		
Side lot line	_____		
Rear lot line	_____		
Height	_____		

Proposed

Building 1

Building 2

Building 3

Use: _____

Date Constructed: _____

Floor Area: _____

Setbacks: _____

Front lot line _____

Side lot line _____

Rear lot line _____

Height _____

Proposed

4. Site Information (proposed use(s)):

Lot Frontage _____ Landscaped Open Space (%) _____

Lot Depth _____ No. of Parking Spaces _____

Lot Area _____ No. of Loading Spaces _____

Lot Coverage _____ Building Height _____

Front Yard _____ Width of Planting Strip _____

Rear Yard _____ Driveway Width _____

Interior Side Yard(s) _____ No. of Units _____

Exterior Side Yard (corner lot) _____

5. Services: (check appropriate box)

Existing Proposed

Water Supply Publicly owned and operated piped water system

Privately owned & operated communal piped water system

Privately owned & operated individual well

Lake or other water body

Other (specify) _____

Sewage Disposal Publicly owned and operated sanitary sewer system

Privately owned & operated communal septic system

Privately owned & operated individual septic tank

Pit Privy

Other (specify) _____

6. Access

Provincial Highway Unopened Road Allowance

County Road Right-of-Way (Owned by) _____

Municipal Road (maintained year-round) Water Access (describe below)

Municipal Road (seasonally maintained) Other (specify) _____

If proposed access is by water, what boat docking and parking facilities are available on the mainland?

7. General Information:

- | | Yes | No |
|---|--|--|
| I. Is the Subject Land the subject of regulations for flooding or fill and construction permits of a Conservation Authority?
Name of Conservation Authority: _____
Has an application been filed with the appropriate Conservation Authority? | <input type="checkbox"/>

<input type="checkbox"/> | <input type="checkbox"/>

<input type="checkbox"/> |
| II. Present land use(s) of adjacent properties: _____ | | |
| III. Characteristics of subject land (check appropriate space(s) and add explanation, if necessary)
Is the land swampy or subject to seasonal wetness?
Is any part of the land used for agricultural purposes?
If Yes, describe type of crop, or operation and amount of land used: (include woodlots)

_____ | <input type="checkbox"/>

<input type="checkbox"/> | <input type="checkbox"/>

<input type="checkbox"/> |

8. Historical Information:

- | | Yes | No |
|---|--|---|
| I. Is the subject land the subject of a current Application for consent to the Oxford County Land Division Committee or a current application for draft plan of subdivision to the County of Oxford?
If Yes, File No.: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| II. Have the subject land(s) ever been the subject of any other application under the Planning Act, such as an application for approval of an official plan amendment, a zoning by-law amendment, a Minister's Zoning Order amendment, consent, minor variance or approval of a plan of subdivision?
If Yes, File No.: _____ Decision: _____ | <input type="checkbox"/>

<input type="checkbox"/> | <input type="checkbox"/>

Unknown |
| III. If known, the date the subject land was acquired by the owner? _____ | | |
| IV. If known, the length of time that the existing uses of the subject land have continued? _____ | | |

*If the decision of this application is appealed by a third party, I _____
(owner/applicant name – please print)
agree to support the application, provide assistance in the preparation and presentation of the application before the Local Planning Appeal Tribunal and pay all of the County's legal costs associated with the Tribunal hearing.*

(signature of owner/applicant)

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner must be included with this form, or the authorization set out below must be completed.

AUTHORIZATION OF OWNER(S) FOR APPLICANT/AGENT

I/We, _____,

am/are the owner(s) of the land that is the subject of this application for zone change and I/We authorize

_____ to make this application on my/our behalf.

Date

Signature of Owner(s)

Signature of Owner(s)

THIS SECTION TO BE COMPLETED IN THE PRESENCE OF A COMMISSIONER FOR TAKING AFFIDAVITS

I / We _____

of the _____ in the _____
(Township or Municipality) (County or Region)

DO SOLEMNLY DECLARE THAT:

All of the prescribed information contained in this application is true and that the information contained in the documents that may accompany this application is true.

DECLARED before me at the

in the _____

Owner / Applicant

this _____ day of _____, 20____

Owner / Applicant

A Commissioner for Taking Affidavits

NOTES

- A. Applications will not be considered complete until all required information has been supplied.
- B. It is required that one original of this application be filed, together with a sketch, accompanied by the applicable fee, payable to the Treasurer, Township of Norwich. Please see the current user fee schedule or contact staff for current rates.

SKETCH PLAN

Use this page for sketch if survey plan is not available.

Return this sketch with application form.

Without this sketch the application cannot be processed.

Scale:

KEY MAP



A large, empty rectangular box intended for drawing a sketch plan or a key map.

Public Consultation Strategy Official Plan & Zoning By-Law Amendments & Plans of Subdivision

As per recent changes to the Planning Act introduced through the *Smart Growth for Our Communities Act*, a public consultation strategy is required for applications for Official Plan Amendment, Zoning By-law Amendment or Draft Plan of Subdivision before the application is deemed to be 'complete' as defined by the Planning Act. Please discuss your proposal with County Planning staff in advance of submission of any application.

Formal notifications, as prescribed by the Planning Act include:

- Circulation to all landowners within 120 m of subject lands and posting of a public notice sign;

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

- None
- Speak to adjacent landowners directly about proposed development;
- Post signs within a common area (for multi-residential buildings and developments);
- Advertise the proposal and public meeting in a local newspaper (please discuss this with County planning staff prior to initiating)
- Host an open house regarding the proposal;
- Other measures (please elaborate)

Dated this _____ day of _____, 20____
(month) (year)

Please print Name

Signature (applicant / agent / owner)

Return the completed Official Plan Amendment, Zone Change, or Draft Plan of Subdivision application and this form to:

County of Oxford
Community Planning Office
P.O. Box 1614,
21 Reeve St.
Woodstock, ON N4S 7Y3

Phone: 519 539-9800 ext 3912
Fax: 519 421-4712
Email: planning@oxfordcounty.ca