



File No.: D11/ \_\_\_\_\_

**Application Form for Oak Lake Drainage Basin  
Zoning By-law Amendment / "H" - Holding Removal / Site Plan  
Control**

(under Sections 34, 36 and 41 of the Planning Act, RSO 1990, c.P.13, as amended)  
For office Use Only

**A Natural Attraction**

This application for approval under Sections 34, 36 and 41 of the Planning Act, R.S.O. 1990, c.P.13, as amended, including Schedule 1, must be **fully completed** to the satisfaction of the City of Quinte West, before the formal processing of the application will begin. The personal information on this form is collected under the Planning Act, R.S.O. 1990, as amended. The information is used for the purpose of processing the application. If you have any questions about the collection of personal information, please contact the City Clerk, City of Quinte West, at 613-392-2841.

\*Identifies required information in accordance with the Planning Act, R.S.O. 1990, as amended.

**1. \*Applicant Information:**

1.1 Name of Owner(s): \_\_\_\_\_

Name of Contact: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Mailing Address (including Group Box, Postal Code, etc.): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

1.2 Name of Agent: \_\_\_\_\_

Name of Contact: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Mailing Address (including Group Box, Postal Code, etc.): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

1.3 Holder(s) of any Mortgages, Charges or Encumbrances:

Name: \_\_\_\_\_

Name of Contact: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Mailing Address (including Group Box, Postal Code, etc.): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Note:** All correspondence, notices, etc. initiated by the City in respect of this Application will, unless otherwise required by law, be directed to the Applicant's Agent where noted above except where no agent is employed, then it will be directed to the Applicant, where the Registered Owner is a numbered company, please indicate a project or development name.

**2. \*Location and Description of Subject Property:**

2.1 Lot(s) or Part Lot(s): \_\_\_\_\_ Concession: \_\_\_\_\_ Ward: \_\_\_\_\_  
 Part(s): \_\_\_\_\_ Reference Plan: \_\_\_\_\_ Lot(s)/Block(s) \_\_\_\_\_  
 Registered Plan: \_\_\_\_\_ Roll #: \_\_\_\_\_  
 Civic (911) Address: \_\_\_\_\_

2.2 Dimension of Subject Property (metric):  
 Area: \_\_\_\_\_ Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_

2.3 Has a Land Registry Office PIN page (Property Identification Number) been provided?  
 Yes  No

2.4 Are there any easements or restrictive covenants affecting the subject property?  
 Yes  No If Yes, describe the easement or covenant and its effect. \_\_\_\_\_

**3. \*Purpose of Application:**

3.1 Is this application to:  
 \_\_\_\_\_ Change the zoning classification of the property  
 \_\_\_\_\_ Change specific zoning provision

3.2 What is the present zoning of the subject property? \_\_\_\_\_

3.3 What is the nature and extent of the proposed amendment? \_\_\_\_\_  
 \_\_\_\_\_

3.4 What is the reason the rezoning is being requested? \_\_\_\_\_  
 \_\_\_\_\_

3.5 Are there existing buildings or structures on the subject property?  Yes  No

3.6 Are there any new buildings or structures proposed for the subject property?  Yes  No

If the answer to 3.5 and/or 3.6 above is Yes, provide the following details for each building or structure:

Type of Building or Structure	Setbacks (measurements to be in metric units)			Structure Details	
	Front Lot Line	Rear Lot Line	Side Lot Line	Height of Building or Structure	Dimensions or Floor Area
Existing Use					
Proposed Use					

**4. Site Plan:**

4.1 The application must be accompanied by a Site Plan of the subject property showing the following:

- The boundaries and dimensions of the subject property
- The location and size of any existing buildings or structures (including septic systems), including their setback from the front yard, rear yard, side yard and opposite side yard
- The location and size of any proposed buildings or structures (including septic systems), including their setback from the front yard, rear yard, side yard, opposite side yard and shoreline
- The approximate location of all natural and artificial features on the subject property and on adjacent lands that may affect the application such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells, septic systems and shoreline details
- The existing uses of the lands adjacent to the subject property
- The location, name or roadway abutting the subject property, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way
- The location and nature of any easement affecting the subject property
- Environmental Impact Assessment – Please consult with Lower Trent Conservation Authority (Phone: 613-394-4829, Office: 714 Murray Street, RR #1, Trenton, ON K8V 5P4 or email: [information@ltc.on.ca](mailto:information@ltc.on.ca)) regarding requirements.

**5. \*Servicing Information:**

Complete the following in full including whether all identified technical information requirements are attached. Before undertaking any action requirements consult with appropriate authorities to determine details.

<b>Sewage Disposal</b>				
Service Type	Development Proposed	Yes / No	Action Required	Attached
Municipal/ Private communal sewage system	More than 5 lots/units or more than 4500 litres per day effluent		Servicing options statement and Hydrogeological report	
	5 or less lots/units or less than 4500 litres per day effluent		Hydrogeological sensitivity certification	
Individual private septic systems	More than 5 lots/units or more than 4500 litres per day effluent		Servicing options statement and Hydrogeological report	
	5 or less lots/units or less than 4500 litres per day effluent		Hydrogeological sensitivity certification	
Holding Tank	To be described by applicant		To be determined	
Other	To be described by applicant		To be determined	

5.1 If a new or modified sewage disposal system is proposed, approval from the City of Quinte West Building Services Department is required. Please contact Building Services at 613-392-2841 for further information regarding fees and requirements.

<b>Water Supply</b>				
Service Type	Development Proposed	YES / NO	Action Required	Attached
Municipal/ Private communal water system	More than 5 lots/units and non-residential where water used for human consumption		Servicing options statement and Hydrogeological report	
	5 or less lots/units and non-residential where water used for human consumption		Hydrogeological sensitivity certification	
Individual Private wells	More than 5 lots/units and non-residential where water used for human consumption		Servicing options statement and Hydrogeological report	
	5 or less lots/units and non-residential where water used for human consumption		Hydrogeological sensitivity certification	
Lake or other Water body	To be described by applicant		To be determined	
Other	To be described by applicant		To be determined	

<b>Access</b>				
	Development Proposed	YES / NO	Action Required	Attached
Is access available to a public road?	All development		A traffic study may be required during application processing.	
Existing Road(s)			Number of points of access:	
Proposed Road(s)			Number of points of access:	
Water access: Parking and Docking facilities			Approximate distance of these facilities between the subject property and the nearest publicly maintained road.	

## 6. \*History of Subject Property

- 6.1 Is this application a re-submission of a previous application to amend the Municipal Zoning By-law?  Yes  No If Yes, provide the file number and decision made on the application. \_\_\_\_\_
- 6.2 Is the subject property now, or ever been, the subject of an application for consent or approval of plan of subdivision under the Planning Act?  Yes  No If Yes, provide the file number and the decision made on the application. \_\_\_\_\_
- 6.3 Is the subject property now, or ever been, the subject of an application for Official Plan Amendment?  Yes  No If Yes, provide the file number and the decision made on the application. \_\_\_\_\_

- 6.4 Date the subject property was acquired by current owner. \_\_\_\_\_
- 6.5 Date existing buildings or structures on the subject land were constructed. \_\_\_\_\_
- 6.6 Length of time (years) that the existing uses of the subject lands have continued. \_\_\_\_\_

**7. Other Information**

Is there any other information that you think may be useful to the Municipality in reviewing this application? If so, explain below or attach on a separate page. \_\_\_\_\_

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**8. Indemnification for Cost Recovery**

The undersigned hereby applies to the Mayor and members of Council for the City of Quinte West, under Sections 34, 36 and 41 of the Planning Act, R.S.O. 1990, as amended, as described in this application, for an amendment to the Zoning By-law and for Site Plan Control.

The Owner/Applicant agrees to reimburse and indemnify the City of all fees and expenses incurred by the City to process this application. The application processing fee is non-refundable. A Deposit Trust fee, if required, will be used to defray municipal costs related to the processing of this application.

The Owner/Applicant agrees to further reimburse and indemnify the City of Quinte West of all fees and expenses incurred by the City attributable to proceedings before the Local Planning Authority Tribunal (LPAT) or any court of other administrative tribunal if necessary to defend Council’s decision to support the application. This includes the deposit with the City of such monies as required by the City of Quinte West’s Tariff of Fees By-law, as amended, to defend appeals brought before the LPAT by parties other than the Applicant/Owner or City. Failure to replenish the deposit account may result in delays in processing the application. Expenses can include, but are not limited to, administrative, technical and planning staff time, advertising fees and disbursements of consultants, engineers and other technical advisors and legal fees and disbursement on a solicitor-client basis.

**9. Permission to Enter – Consent of Owner(s)**

I/We, \_\_\_\_\_, am/are the Owner(s) of the land that is subject to this Zoning Bylaw Amendment – “H” – Holding Removal – Site Plan Control application and give permission for Municipal Staff to enter onto the subject lands for the purpose of inspecting the lands to evaluate the merits of the application.

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

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

Declared before me at the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of Commissioner, etc.

**10. \*AUTHORIZATION**

**APPOINTMENT OF AUTHORIZED AGENT**

I/We, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_  
in the \_\_\_\_\_ of \_\_\_\_\_ hereby authorize (full name and  
address including postal code):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_  
Signature of Agent

to act as Agent on my/our behalf regarding \_\_\_\_\_ in \_\_\_\_\_  
\_\_\_\_\_ in the City of Quinte West.

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

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

Declared before me at the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ .

\_\_\_\_\_  
Signature of Commissioner, etc.

**Declaration of Applicant or Authorized Agent**

I, \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_  
in the \_\_\_\_\_ of \_\_\_\_\_ solemnly declare that all  
statements contained in this application are true and I 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 Applicant **OR** Agent

Declared before me at the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ .

\_\_\_\_\_  
Signature of Commissioner, etc.



## Schedule 1

### Site Features and Constraints Concerning Matters of Provincial Interest

The following features are matters of Provincial interest and/or relate to the Provincial Policy Statement. Please indicate if they are located on the subject property and advise if the required technical information to demonstrate consistency with the Provincial Policy is attached. Before undertaking any action requirements consult with appropriate authorities to determine details.

Policy	Features / Constraints	Action Required	YES	YES	NO	Identify where the action required has been addressed
			On Site	Off Site within 500 metres		
1.1.3	Non-farm development outside of urban areas and designated settlement areas or expansions of same	Development proposed outside of or the expansion of the search areas require a Justification Analysis Study				
1.1.3	Class I Industry (Small scale, self-Contained plant, no outside storage, low probability of fugitive emissions and day time operations only)	A feasibility study is needed for: a) residential and other sensitive uses within 70 metres of a Class I industry or vice-versa				
	Class II Industry (Medium scale, processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic)	b) residential and other sensitive uses within 300 metres of a Class II industry or vice-versa				
	Class III Industry within 1000 metres (Processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions)	c) residential and other sensitive uses within 1000 metres of a Class III industry or vice-versa				
	Commercial Uses ie: Gas Stations (Storage of petroleum or other fuel)					
	Landfill Site	A landfill study to address leachate, odour, vermin and other impacts is needed.				

Policy	Features / Constraints	Action Required	YES	YES	NO	Identify where the action required has been addressed
			On Site	Off Site within 500 metres		
	Sewage Treatment plant	A feasibility study is needed for residential and other sensitive uses.				
	Waste stabilization pond					
	Active railway lines	Within 1000 metres, a feasibility study is needed for development				
	Controlled access highways or freeways, including designated future ones					
1.1.3	Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater	<p>A feasibility study is needed for:</p> <p>a) Group 1 uses (residential) between the 28 and 35 NEF/NEP contour. At or above the 35 NEF/NEP contour development may not be permitted.</p> <p>b) Group 2 uses (office/commercial) at or above the 30 NEF/NEP contour.</p> <p>c) Group 3 uses (industrial) at or above the 35 NEF/NEP contour.</p>				
	Electric transformer stations	Within 200 metres, a noise study is needed for development.				
1.2.1	Affordable Housing	Encourage housing forms and densities designed to be affordable to moderate and lower income households.				
1.3.3	Transportation & Infrastructure corridors	The continuous linear characteristics of significant transportation and infrastructure corridors and rights-of-way to be protected.				

Policy	Features / Constraints	Action Required	YES	YES	NO	Identify where the action required has been addressed
			On Site	Off Site within 500 metres		
2.1.3	Prime agricultural land	Only agricultural, secondary and agricultural related uses are permitted within prime agricultural area designations. Removal of lands from prime agricultural areas will require a Justification Study.				
2.1.4	Agricultural operations	A separation distance calculation under the Minimum Distance Separation Formulae for non-agricultural uses to be complied with and submitted concurrently with the application				
2.2.3.2	Existing pits and quarries	It must be demonstrated that proposed development will not preclude the continued use of existing pits and quarries.				
2.2.3.3	Protection of mineral aggregate resources	Within or adjacent to mineral aggregate resources areas, justification is needed for non mineral aggregate development.				
2.3.1	Significant portions of habitat of endangered and threatened species	Within this feature development is not permitted. Within 50 metres an Environmental Impact Study is needed.				
2.3.1	Significant woodlands and valleylands, significant areas of natural and scientific interest (ANSI), significant wildlife habitat, fish habitat	Except for fish habitat and valleylands, within these features or within 50 metres of the feature, an Environmental Impact Study is needed for proposed development. Within 30 metres of a valleyland, an Environmental Impact Study is needed which must include fish habitat.				

Policy	Features / Constraints	Action Required	YES	YES	NO	Identify where the action required has been addressed
			On Site	Off Site within 500 metres		
2.3.1	Significant wetlands	Within significant wetlands development is not permitted. Within 120 metres, an Environmental Impact Study is needed.				
2.3.3	Diversity of natural features and their natural connections	Within 50 metres of a significant natural corridor an Environmental Impact Study is needed.				
2.4.1	Surface water, groundwater, sensitive groundwater recharge / discharge areas, headwaters and aquifers	It must be demonstrated that the quality and quantity of these features will be protected or enhanced.				
2.5.1	Significant cultural heritage landscapes and built heritage resources	Development to conserve significant cultural heritage landscapes and built heritage resources.				
2.5.2	Significant archaeological resources	In areas containing significant archaeological potential and resources, these resources are to be studied and preserved, or where appropriate, removed, catalogued and analyzed prior to development.				
3.1.1	Erosion hazards and unstable soils or bedrock	Areas of unstable soils or bedrock and within the 100 year erosion limit of ravines, river valleys and streams, development should be restricted.				
3.1.2	Flooding hazards	Within the regulatory shoreline, a feasibility study is needed, but within defined portions of the dynamic beach and defined portions of the 100 year flood level along connecting channels, development is not permitted.				

Policy	Features / Constraints	Action Required	YES	YES	NO	Identify where the action required has been addressed
			On Site	Off Site within 500 metres		
3.1.2	Flood plains	Where one zone flood plain management is in effect, development is not permitted within the flood plain. Where two-zone flood management is in effect, development is not permitted within the floodway. Where a Special Policy Area (SPA) is in effect, development must meet the official plan policies for the SPA.				
3.2.1	Mine hazards or former mineral resource operations	Development on or adjacent to such features will only be permitted if satisfactory rehabilitation measures have been completed.				
3.2.2	Contaminated sites	In areas of possible soil contamination, an inventory of previous uses is and site restoration to ensure no adverse effect.				