



# TOWNSHIP OF MAPLETON ZONING BY-LAW AMENDMENT APPLICATION

7275 Sideroad 16, P.O. Box 160, Drayton, ON N0G 1P0  
Phone: 519-638-3313, Fax: 519-638-5113, Toll Free: 1-800-385-7248  
[www.mapleton.ca](http://www.mapleton.ca)

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**Introduction:** The submission of an application to the municipality to amend the Zoning By-law is provided for in the *Ontario Planning Act*. As such, this form must be completed and accompanied with the required fee and drawing prior to consideration by Council. The purpose of these guidelines is to assist persons in completing the application to amend the Zoning By-law. Should you require clarification on any matter covered by this application form, please contact the Municipal Office at the address at the top of the page.

**Application Fees:** Each application must be accompanied by an application fee in the form of a cheque / cash / money order payable to the Township of Mapleton. The fees are determined by the current fee and charges by-law.

**Authorization:** If the applicant / agent is not the owner of the subject land, a written statement by the owner must accompany the application, which authorizes the applicant to act on behalf of the owner as it relates to the subject application.

**Drawing:** All applications for Zoning By-law Amendment must include an accurate to-scale drawing, preferably prepared by a qualified professional, showing the items listed below (drawings should not exceed 11" by 17" in size):

1. The land subject to the application including its boundaries and dimensions, and the location and nature of any easements or restrictive covenants, which affect the subject land.
2. The location of all existing and proposed buildings including the type of building, dimensions and all building setbacks (front, rear and side) to property lines.
3. The location of all barns and dwellings on abutting properties and the distances to these structures from the property line (required for calculating minimum distance separations).
4. The location of all natural and artificial features on the subject land and on the lands that are adjacent to the subject land that, in the opinion of the applicant, may affect the application. (e.g. buildings, structures, fencing, parking areas, road allowances, railways, wells, septic tanks, wooded areas, watercourses, ditches).
5. The uses of adjacent lands (e.g., residential, agricultural, extractive, commercial, industrial, recreational, institutional).

6. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way.
7. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
8. The locating and nature of any easements affecting the subject lands.

**Minimum Distance Separation Calculation:** Where a zone change application is made within the rural area of the municipality each application must be accompanied by a completed Minimum Distance Separation (MDS) calculation as prepared by the Chief Building Official of the Township of Mapleton. The purpose of this calculation is to ensure that all applications meet the required setbacks as determined by the MDS calculation formula. Please contact the Chief Building Official in this respect.

**Supporting Information:** Additional information may be required by the Township, County, local and provincial agencies in order to evaluate the proposed amendment. This information is often a requirement of the County Official Plan, Provincial Policy and/or applicable regulations. The required information may include studies or reports to deal with such matters as environmental impacts, traffic, water supply, sewage disposal and storm water management.

In addition, the applicant may be required to submit a more detailed site plan, under site plan control, prepared by a qualified professional, showing the proposed development, including all new buildings and structures, parking areas, landscaping and other information as required by the Township.

**Approval Process:** Upon receipt of an application, the required fee, drawing and other information as may be required, Council will determine whether there is sufficient merit in processing the application further (i.e., the circulation of notice and the holding of at least one public meeting as required by the *Ontario Planning Act*). The applicant will be requested to attend various meetings, including a public meeting, to present the proposal. The applicant will be provided notice of any decision made by Council concerning the application. Zoning amendments are approved by Council.

**Required Signage:** The Township of Mapleton will post and pickup the required Public Meeting Notice on the subject property.

**Further Information** regarding the processing of your application can be obtained by contacting the Township of Mapleton Planning Department.

# TOWNSHIP OF MAPLETON

7275 Sideroad 16, P.O. Box 160, Drayton, Ontario N0G 1P0  
Phone (519) 638-3313 / Fax (519) 638-5113

## FOR OFFICE USE ONLY

DATE RECEIVED: \_\_\_\_\_

FILE NO. \_\_\_\_\_

## APPLICATION for ZONING BY-LAW AMENDMENT

1. Name of Owner(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email address \_\_\_\_\_

2. Applicant / Agent - If same as above, check here: ☐

Name of Applicant: \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email address \_\_\_\_\_

Please check to whom all communications should be sent: Owner ☐ Applicant/Agent ☐ Both ☐

3. Name of any mortgagees, charges or other encumbrances in respect of the subject land.

\_\_\_\_\_

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

4. Description of the lands subject to this application:

Legal Description (lot and concession / Registered Plan and Lot Number):

\_\_\_\_\_

Further Legal Description (if applicable i.e. Reference Plan and Part Numbers):

\_\_\_\_\_

Municipal Address (street or fire number): \_\_\_\_\_

Please circle the appropriate measurement:

Frontage: \_\_\_\_\_ feet / metres

Depth: \_\_\_\_\_ feet / metres

Area: \_\_\_\_\_ acres / hectares

5. Detail the rezoning of the subject lands that is being requested by this application:

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6. Explain why the rezoning is being requested:

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7. If this application for rezoning is located in the rural area of the municipality please detail the Minimum Distance Separation requirements below and attach the completed calculation form to this application.

Proposed Structure: \_\_\_\_\_  
(i.e. new/addition to livestock facility, manure storage area, new/addition to dwelling)

Required Distance

Actual Distance

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

8. How is access provided to the subject lands:

- |  |  |
|--|--|
| <input type="checkbox"/> Provincial Highway                  | <input type="checkbox"/> County Road                           |
| <input type="checkbox"/> Municipal Road (yearly maintenance) | <input type="checkbox"/> Municipal Road (seasonal maintenance) |
| <input type="checkbox"/> Right-of-way                        | <input type="checkbox"/> Water (see next question)             |
| <input type="checkbox"/> Other _____                         |  |

If access to the land is by water only, detail the parking and docking facilities used and the approximate distance of these facilities from the subject land to the nearest public road.

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9. Water is supplied to the subject property by the following:

- ☐ Publicly owned and operated piped water system
- ☐ Private well
- ☐ Communal well
- ☐ Lake or other water body
- ☐ Other \_\_\_\_\_

10. Sewage disposal is provided to the subject property by the following:

- ☐ Publicly owned and operated sewage disposal system
- ☐ Private septic system
- ☐ Communal septic system
- ☐ Privy
- ☐ Other \_\_\_\_\_

11. Storm drainage is provided to the subject property by the following:

- ☐ Sewers
- ☐ Ditches
- ☐ Swales
- ☐ Other \_\_\_\_\_

12. Detail the existing use of the subject lands:

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

13. How long has the above use continued on the subject lands? \_\_\_\_\_

14. Detail all buildings or structures that are currently located on the subject lands (this information may be supplied on a site plan drawn to scale of the property locating all existing and proposed structures). Please advise whether measurements are imperial or metric.

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

Type (building or structure)	
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Height of Building	
Dimensions or Floor Area	
Date Constructed	

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

If you require additional space for buildings, please detail the information on a separate sheet.

15. Detail the proposed use of the subject lands:

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16. Are any buildings or structures proposed to be built on the subject lands? Please check one.

☐ Yes      ☐ No.

17. If Yes, please detail all proposed structures below (this information may be supplied on a site plan drawn to scale of the property locating all existing and proposed structures). Please advise whether measurements are imperial or metric.

Type (proposed structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	

Dimensions or Floor Area	
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Type (proposed structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	

Type (proposed structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	

18. What date did you acquire the subject lands? \_\_\_\_\_

19. Current designation of the subject land in the County of Wellington Official Plan is:

\_\_\_\_\_

20. How does the proposed zoning amendment application conform with the Official Plan?

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

21. How is the proposed zoning amendment application consistent with policy statements issued under subsection 3 (1) of the Planning Act?

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

22. Is the subject land within an area of land designated under any provincial plans? (i.e Growth Plan, Greenbelt Plan, etc.)

☐ Yes ☐ No.

If YES, how does the application conform or does not conflict with the provincial plans?

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

23. The current zoning of the subject land is:

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24. Have the subject lands ever been subject to any of the following applications?

	<b>YES</b>	<b>NO</b>
Official Plan Amendment	<input type="checkbox"/>	<input type="checkbox"/>
Zoning By-law Amendment	<input type="checkbox"/>	<input type="checkbox"/>
Minor Variance	<input type="checkbox"/>	<input type="checkbox"/>
Severance	<input type="checkbox"/>	<input type="checkbox"/>
Plan of Subdivision	<input type="checkbox"/>	<input type="checkbox"/>
Site Plan Control	<input type="checkbox"/>	<input type="checkbox"/>

If yes to any of the above, please provide the file number and status:

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**AUTHORIZATION OF AGENT (COMPLETE ONLY IF THE OWNER IS NOT THE APPLICANT)**

I, \_\_\_\_\_ hereby authorize \_\_\_\_\_

To act on my behalf in regard to the above application for Zoning By-law amendment.

Dated at the \_\_\_\_\_ of \_\_\_\_\_ this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Witness's Signature

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

\_\_\_\_\_  
Witness's Signature

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

**AFFIDAVIT (To be completed by the Owner or agent if appointed above)**

I, \_\_\_\_\_ of the \_\_\_\_\_  
(Township / City)

In the \_\_\_\_\_ of \_\_\_\_\_ do  
(County/Region)

Solemnly declare that all statements contained in this application are 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..

DECLARED before me at the \_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_  
(Township/City) (County/Region)

of \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Applicant(s)  
(Owner or Authorized Agent)

\_\_\_\_\_  
Signature of Applicant (s)  
(Owner or Authorized Agent)

\_\_\_\_\_  
A Commissioner, etc