

THE CORPORATION OF THE TOWNSHIP OF MACHAR

BY-LAW NO. 13-22

being a by-law prescribing a tariff of fees for the processing of applications made in respect to planning matters.

WHEREAS the Planning Act, R.S.O. 1990 (69) provides that the Council of a municipality may by by-law prescribe a tariff of fees for the processing of planning applications:

The Council of the Corporation of the Township of Machar enacts as follows:

1. A fee shall be charged to the proponent of any application of a planning nature, before a review or decision of the application is undertaken by Council. This fee will be non-refundable.
2. Any person who is required to pay a fee for the processing of an application in respect of a planning matter may pay the amount of the fee under protest and thereafter appeal to the Ontario Municipal Board against the levying of the fee or the amount of the fee by giving written notice of appeal to the Municipal Board within 30 days of payment of the fee.
3. The Municipal Board shall hear an appeal under Clause (2) and shall dismiss the appeal or direct that a refund payment be made to the appellant in such amount as the Board determines.
4. The following fee schedule is hereby established for applications in the amounts as stated:
 - a) Official Plan Amendment (no amendment to Zoning By-Law) \$1,000.00
 - b) Official Plan Amendment (with amendment to Zoning By-Law) \$1,500.00
 - c) Zoning By-Law Amendment \$1,000.00
 - d) Proposed Plan of Subdivision Review \$2,000.00
 - e) Proposed Subdivision Agreement Review \$2,000.00
 - f) Applications for Consent submitted for review \$1,000.00
 - g) Cash in Lieu of Parkland \$2,500.00 + HST per lot created
 - h) **Minor Variance \$1,000.00**
 - i) Lakeshore Road Closing \$1,000.00
5. The fees established in Clause (4) of this by-law do not include any disbursements incurred by the Township on behalf of the Applicant for the processing of the application. Where Council incur costs necessary as part of its review and processing of the application such as planning, legal, engineering, advertising, postage, special meetings, etc. such costs will be billed to the applicant. Council will require a deposit payable in advance to be applied against the final and full costs of the processing of the planning application. **The deposit will be \$4,000.00 for applications where a singular lot is involved.** The deposit will be \$8,000.00 where multiple lots are involved, eg Plan of Subdivision. The deposit if exhausted will be replenished at the same corresponding amounts upon notification from the Township prior to continuing.
6. The Clerk of the municipality, upon receipt of the application and certified payment thereof, shall present a copy to Council for its recommendation and approval or non-approval.
7. Upon a decision being made, the Clerk shall notify the applicant of Council's decision immediately.
8. The Clerk shall then commence processing the application, in accordance with regulations and procedures established in the Planning Act, R.S.O. 1990 as amended.
9. This by-law shall come into full force and effect upon date of passage. By-Law No. 15-20 is hereby repealed.

READ A FIRST, SECOND, THIRD & FINAL TIME THIS 27th DAY OF June 2022.

Mayor Lynda Carleton

Clerk Administrator Brenda Paul, AMCT

OTHER ADMINISTRATIVE FEES:

Tax Certificate or Zoning Compliance	\$80. per roll number
Search Fee (+ Costs) or Returned Cheque	\$80. per roll number
Tax Statement (Duplicate Tax Information)	\$40. per roll number
Commissioning Taxpayer Affidavits	\$40. per document

BP

APPLICATION FOR

File No.

MINOR VARIANCE – s. 45 (1) **PERMISSION – s. 45 (2)**

The undersigned hereby applies to the Committee of Adjustment for the
 under section
 (name of municipality)
 45 of the *Planning Act* for relief, as described in this application, from By-law No. (as amended).

NAME OF OWNER	NAME OF AGENT (if applicant is an agent authorized by the owner)
ADDRESS	ADDRESS
TELEPHONE	TELEPHONE

OFFICIAL PLAN - current designation of the subject land:

ZONING BY-LAW - current zoning of the subject land:

RELIEF - nature and extent of relief from the zoning by-law:

REASON why the proposed use cannot comply with the provisions of the zoning by-law:

LEGAL DESCRIPTION of subject land (such as the municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number):

Note: See reverse of page 3 for details of sketch required.

DIMENSIONS OF LAND affected:

Frontage:	Depth:	Area:

ACCESS - Access to the subject land is by:

<input type="checkbox"/> Provincial highway	<input type="checkbox"/> Municipal road - seasonal
<input type="checkbox"/> Municipal road - year round	<input type="checkbox"/> Right-of-way
<input type="checkbox"/> Other public road (specify)	<input type="checkbox"/> Water

WATER ACCESS - Where access to the subject land is by water only:

Docking facilities (specify)	Parking facilities (specify)
distance from subject land	distance from subject land
distance from nearest public road	distance from nearest public road

EXISTING USES of the subject land:	LENGTH OF TIME the existing uses of the subject land have continued:

EXISTING BUILDINGS - STRUCTURES - Where there are any buildings or structures on the subject land, indicate for each:

TYPE -	Front lot line setback:	Height in metres:
DATE CONSTRUCTED	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor area:
	Side lot line setback:	
TYPE -	Front lot line setback:	Height in metres:
DATE CONSTRUCTED	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor area:
	Side lot line setback:	

attach additional page if necessary

PROPOSED USES of the subject land:

PROPOSED BUILDINGS - STRUCTURES - Where any buildings or structures are proposed to be built on the subject land, indicate for each:

TYPE -	Front lot line setback:	Height in metres:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor area:
	Side lot line setback:	
TYPE -	Front lot line setback:	Height in metres:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor area:
	Side lot line setback:	

attach additional page if necessary

DATE - Subject land was acquired by current owner on:

WATER is provided to the subject land by:

<input type="checkbox"/> Publicly-owned/operated piped water system	<input type="checkbox"/> Lake or other water body
<input type="checkbox"/> Privately-owned/operated individual well	<input type="checkbox"/> Other means (specify)
<input type="checkbox"/> Privately-owned/operated communal well	

SEWAGE DISPOSAL is provided to the subject land by:

<input type="checkbox"/> Publicly-owned/operated individual septic system	<input type="checkbox"/> Publicly-owned/operated communal septic system
<input type="checkbox"/> Privy	<input type="checkbox"/> Other means (specify)

STORM DRAINAGE is provided to the subject land by:

- Sewers
- Ditches
- Swales
- Other means (specify)

OTHER APPLICATIONS - If known, indicate if the subject land is the subject of an application under the Act for:

- Approval of a plan of subdivision (under section 51) File # Status
- Consent (under section 53) File # Status
- Previous application (under section 45) File # Status

AUTHORIZATION BY OWNER

I, the undersigned, being the owner of the subject land, hereby authorize
to be the applicant in the submission of this application.

.....
Signature of owner

.....
Signature of witness

.....
Date

DECLARATION OF APPLICANT

I, of the of
..... in the of

solemnly declare that:

All the statements contained in this application and provided by me 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.

DECLARED before me at the

of

in the of

this day of 19

.....
Signature of applicant

.....
Signature of commissioner, etc.

It is required this application be accompanied by a fee of \$ in cash or by cheque made payable to the Treasurer
of the

Personal information contained on this form, collected pursuant to the *Planning Act*, will be used for the purpose of responding to the initial application. Questions
should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.

PLANS REQUIRED
IT WILL BE NECESSARY TO SUBMIT PRELIMINARY SITE PLANS
FOR THE DEVELOPMENT AT THE TIME OF THE FILING OF THIS APPLICATION.

Minimum requirements will be a sketch showing the following

- i. The boundaries and dimensions of the subject land.
- ii. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
- iii. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- iv. The current uses on land that is adjacent to the subject land.
- v. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way.
- vi. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- vii. The location and nature of any easement affecting the subject land.

FOR OFFICE USE ONLY

Name of Owner	Address
Name of Agent	Address
Date of receipt of completed application	Checked by
Zoning By-law No.	Passed
As amended by By-law No.	Passed
And By-law No.	Passed
Sections	Zone
Official Plan Designation	
.....	
Agricultural Land Use Classification in Canada: Land Inventory	
Site visit carried out by staff or committee member:	YES <input type="checkbox"/> NO <input type="checkbox"/>
Authorization of owner received (if required)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Conformity with the Agricultural Code of Practice (if applicable)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Committee File No.	Committee Submission No.
Hearing Date	Adjourned Hearing Date
General comments:	
.....	